

## Report of Deferred Maintenance

Barcode no.:	Custodian No.:
Major System Category: (Circle one)  NEXRAD                      AWIPS ASOS                         CRS Satellites                  Aircraft Ships                         Other Ground Support Equipment Capitalized Lease	Location:
Description of maintenance and repairs (M&R) for acceptable operating conditions:	
Priority of M&R activities in relation to other activities:	
Determining factors of acceptable condition standards:	
This Asset is: <input type="checkbox"/> Capitalized                      or <input type="checkbox"/> Capitalized and Fully Depreciated	
Maintenance schedule:	Method used to track adherence to schedule:
Date maintenance completed:	Source of funds:
Estimated Cost of Repairs (\$25,000 or more):	Any PP&E excluded from DM&R estimation & Why:
Are there any fluctuations from the prior year estimate for this Asset? If so, please explain in the Comments section below:	
Comments:	
Signature of Property Custodian:  _____	Date:  _____

**Deferred Maintenance Report Completion Instructions****General**

"Deferred maintenance" is maintenance that was not performed when it should have been or was scheduled to be and which, therefore, is put off or delayed for a future period (SSFAS No. 6, Par. 77). Maintenance is described as the act of keeping fixed assets in acceptable condition. It includes preventive maintenance, normal repairs, replacement of parts and structural components, and other activities needed to preserve the asset so that it continues to provide acceptable service and achieves its expected life. Management shall determine what level of service and condition is acceptable. Maintenance excludes activities aimed at expanding the capacity of an asset or otherwise upgrading it to serve needs different from, or significantly greater than, those originally intended.

Deferred Maintenance and Repairs (NOAA Form 37-43) reporting enables the government to be accountable to citizens for the proper administration and stewardship of its assets. Specifically, DM&R reporting assists users by providing an entity's realistic estimate of DM&R amounts and the effectiveness of asset maintenance practices the entities employ in fulfilling their missions.

This statement amends the required supplementary information (RSI) presentation requirements contained in Statement of Federal Financial Accounting Standards (SFFAS) 6, Accounting for Property, Plant, and Equipment and also provides conforming amendments as explained within the Scope and Applicability section at paragraph 6. The amendments require entities to: (1) describe their maintenance and repairs (M&R) policies and how they are applied, (2) discuss how they rank and prioritize M&R activities among other activities, (3) identify factors considered in determining acceptable condition standards, (4) state whether DM&R relate solely to capitalized general property, plant and equipment (PP&E) and stewardship PP&E or also to non-capitalized or fully depreciated general PP&E, (5) identify PP&E for which management does not measure and/or report DM&R and the rationale for the exclusion of other than non-capitalized or fully depreciated general PP&E, (6) provide beginning and ending DM&R balances by category of PP&E, and (7) explain significant changes from the prior year.

**Deferred Maintenance Report**

\* **Barcode no.** \* - Enter the 12 digit alphanumeric PIN displayed on the label affixed to the property, e.g., CD000112345 or CDN000012345. \*Form 37-43 cannot be processed without the proper completion of this block.\*

\* **Custodian No.:**\* - Enter the nine digit alphanumeric code; e.g. "5401TN300".

\* **Major System Category** \* - Circle the corresponding category for maintenance and repair. NEXRAD, ASOS, satellites, ships, ground support equipment, AWIPS, CRS, Aircraft, Capital Lease, or other.

\* **Location** \* - Enter address, city, county, state, and zip code. Also include building name and number if applicable. Do Not Abbreviate

\* **Description of maintenance and repairs (M&R)**\* - Enter detailed report of all work done to asset. Enter a general description of the type of property.

\* **Priority of M&R activities**\* - Rank the importance of maintenance and repair activities compared to other activities.

\* **Determining factors of acceptable condition standards**\* - Enter the circumstances that would make the asset fit the requirement of acceptable condition.

\* **Capitalized/Capitalized and Fully Depreciated**\* - Check corresponding box if asset is capitalized or capitalized and fully depreciated.

\* **Maintenance schedule**\* - Attach any maintenance schedules that have been established for the asset.

\* **Method used to track adherence to schedule**\* - Enter technique to be used to properly track compliance to maintenance and repair schedule.

\* **Date maintenance completed** \* - Enter date maintenance was completed.

**\* Source of funds \*** Enter detailed account of all sources of funding for maintenance and repair projects.

**\* Estimated Cost of Repairs \*** - Enter estimates for cost of maintenance and repair. Only include estimates for cost of \$25,000 or more.

**\* Any PP&E excluded from DM&R estimation \*** - Enter any and all property, plant and equipment (PP&E) not included in the deferred maintenance and repair estimation (DM&R). Furthermore explain why these PP&E were excluded.

**\* Fluctuations from prior year\*** - Enter any changes from the prior year estimate for this asset.

**\*Signature of Custodian\*** - To be completed by the Property Custodian or their designee deleting the property. \*Any request for the deletion of an item from the Personal Property System will not be processed without appropriate supporting documentation.\*