

User Guide SM-09: Assigning the Asset Priority Index (API)

API scoring for all Service assets is based on a 100 point system. We combine two separate scoring elements, Mission Dependency (80% weight) and Asset Substitutability (20% weight), to calculate the API score. Station managers indicate the score for each new asset when requesting that the asset be added to the Real Property Inventory (via the “New Asset Template” form submitted to the AMC). Station managers verify and certify the API score of each asset as part of the annual review of their inventory for the Federal Real Property Profile.

1. What are the Categories under Mission Dependency? Mission Dependency is 80% of the total API score and each asset is assigned one of the following five categories:

- A. Mission-Critical
- B. Mission-Dependent, Not Critical - High
- C. Mission-Dependent, Not Critical - Medium
- D. Mission-Dependent, Not Critical – Low
- E. Not Mission-Dependent

2. Criteria for Mission Dependency Scoring

A. Mission-Critical. An asset is mission-critical (score 80 points) if mission accomplishment would be compromised without the asset. The criteria are:

- 1) Asset directly and materially supports or delivers a program that is referenced in a Comprehensive Conservation Plan, other management plans, or enabling legislation
- 2) Asset is currently in use and is used as frequently as required, or would be used if functioning correctly, to meet the field station’s mission and is necessary to create or maintain wildlife or their habitats
- 3) AND one of the following requirements is met:
 - (a) Asset directly contributes to the ability to preserve natural resource processes, systems, and values in an unimpaired condition through maintenance, restoration, and protection of their inherent integrity
 - (b) Asset has been granted or is necessary to preserve or utilize a senior or priority water right
 - (c) Asset directly creates habitat by impounding water
 - (d) Asset directly allows or facilitates water management or manipulation
 - (e) Asset directly facilitates delivery of water to habitat or for rearing of aquatic species
 - (f) Asset directly protects habitat, animals, populations, or plants from damage, destruction, or disturbance
 - (g) Asset directly facilitates active management of vegetation community
 - (h) Asset directly facilitates population movement or migration
 - (i) Asset directly prevents undesirable animal or plant immigration
 - (j) Asset directly contributes to captive propagation of fish or wildlife
 - (k) Asset directly and substantively supports a priority visitor services goal
 - (l) Asset provides access to or power for mission-critical assets

B. Mission-Dependent, Not Critical—High. An asset can be mission-dependent, not critical—high (score 60 points). Assets in this category are necessary to create or maintain wildlife or their habitats or provide for visitor use, but may be used only sporadically. Assets in this category may also indirectly support natural resource protection, programs or visitor use. Other examples of assets in this category are:

- 1) Asset limits the impact of visitor use on a natural resource where the threats from visitor use can degrade natural and cultural resources, and the restoration and recovery efforts are extensive
- 2) Asset provides visitor understanding of general (non-critical) natural and cultural resources

3) Asset provides direct access for routine management activities

C. Mission-Dependent, Not Critical—Medium. An asset is considered mission-dependent, not critical—medium (Score 45 points) when:

- 1) Asset indirectly supports natural resource protection programs at the field station
- 2) Asset indirectly facilitates "Big Six" priority public uses of hunting, fishing, wildlife observation, environmental education, interpretation, and photography
- 3) Asset directly supports safety, security, and emergency response
- 4) Asset supports employees' ability to perform routine field station operations
- 5) Asset is listed as a National Historic Landmark or is listed on the National Register of Historic Places

D. Mission-Dependent, Not Critical—Low. An asset falls into the mission-dependent, not critical—low (score 30 points) category when:

- 1) Asset provides for operational support of lower priority programs
- 2) Asset contributes to lower priority programs for visitor accessibility, understanding and enjoyment for "Big Six" public uses of hunting, fishing, wildlife observation, environmental education, interpretation, and photography

E. Not Mission-Dependent. An asset is not mission-dependent (score: 0 points) when, in the absence of the asset, the mission is unaffected. Examples are:

- 1) Asset has little or no direct or indirect relationship to natural resource conservation
- 2) Asset has no effect on the Service's mission
- 3) Asset does not work as designed and is unnecessary for field station mission
- 4) Asset is not required and plays only a very minor role in field station operation
- 5) Asset supports visitor uses other than for the "Big Six" public uses of hunting, fishing, wildlife observation, environmental education, interpretation, and photography

3. What are the Categories under Asset Substitutability? Asset substitutability is the degree to which a comparable substitute asset exists to fulfill the functional requirements or purpose of that asset. It is 20% of the total API score. There are three categories of substitutability:

- A. No Substitute (20 points)
- B. Substitutable with High Impact (10 points)
- C. Substitutable with Low/No Impact (0 points)

4. Criteria for Asset Substitutability Scoring

A. No Substitute. No suitable substitutes exist for the functional requirement or purpose of this asset. Examples are:

- 1) Main entrance road of field station
- 2) Road that provides only access to mission-critical assets or visitor destinations
- 3) An alternative route is not feasible
- 4) Trail that provides only access to mission-critical asset, or is a visitor destination (Note: ADA accessible trails are not considered to have substitutes when other trails are not ADA accessible)
- 5) Mission-critical water management facilities
- 6) Asset critical to habitat or population conservation

- 7) Mission-critical visitor services facilities
- 8) Utilities (single point of failure)
- 9) Housing (only at a remote field station with no housing available outside station boundaries)
- 10) Monument, memorial, and ruins with historical significance

B. Substitutable with High Impact. An asset is high impact for substitutability if an alternative asset exists to meet the requirement or fulfill the purpose of the asset, but the negative impact of that substitute would be high, in terms of core mission and/or field station operations. Examples are:

- 1) Alternative building for visitor center, comfort station, etc., exists but is not within reasonable distance
- 2) Alternative building for office or maintenance purposes available but logistics not amenable to being able to cost-effectively carry out operations
- 3) Alternative housing exists but is not affordable for temporary, seasonal, or volunteer staff, or requires too great a distance for adequate response time

C. Substitutable with Low/No Impact. An asset has low/no impact if an alternative asset exists to meet the requirement or fulfill the purpose of the asset, and use of that substitute would have low or no impact to core mission and/or field station operations the distance to alternative asset is feasible; or the resulting change in process or technology from prior methods is at little or no cost. Examples are:

- 1) Visitor service facilities at a field station where alternatives exist at a relatively short distance within or outside field station boundaries
- 2) Alternative building (e.g., comfort station) exists and is only a short distance away
- 3) Telemetry or remote alarms can be used to monitor critical systems in lieu of physical human presence

5. Internal Controls for API Scores. Field station managers assign initial API scores and annually validate and verify API as part of the annual condition assessment (INAC) for the Federal Real Property Profile. Regional Offices and Headquarters have oversight responsibility for API scores to ensure that they are consistent across field stations.