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Standard Practice for Asset Management System Outcomes[1]

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1. Scope

1.1 This practice describes expected outcomes associated with an asset management system. It is a measure of achievement rather than process and is performance oriented rather than design oriented.

1.2 Outcomes are defined as information, events, objects, or states of being produced as a result or consequence of an objective, plan, process, accident, effort, or other similar action or occurrence and can be expressed in a quantitative or qualitative manner.

1.3 An output measure is the tabulation, calculation, or recording of activity or effort and can be expressed in a quantitative or qualitative manner. For example, an output is driving 100 mph; an outcome is arriving safely.

1.4 An outcome measure is an assessment of the results of a program activity compared to its intended purpose. This practice assumes that inputs are correlated to known or declared outputs of the system or system component being assessed.

1.5 Consistent with Practice E2452 (EMPM), these outcomes are grouped into process management outcomes and operational outcomes.

1.5.1 Although they may be directly related, strategies and tactics should not be confused with outcomes. Strategies are long-term plans of action designed to achieve a particular goal. Tactics are maneuvers or actions calculated to achieve some end. For example, increasing exercise is a strategy to attain the goal or outcome of fitness. Running is a supporting tactic to achieve the goal or outcome of fitness. Other tactics or groups of tactics may achieve the same outcome. On the other hand, as the definition of *outcome* indicates, tactics are not required for attaining outcomes. For example, fitness may be an unplanned result of a job requiring physical exertion.

1.6 This practice describes the outcomes at a high level, with limited discussion of each outcome or components of each outcome. The intent is to provide a framework for current and potential additional standards. A cross reference relating current standards to the outcomes is provided in Section 5.

1.7 The outcomes further described in Section 5 are listed in the following:

1.7.1 *Process Management Outcomes:*

1.7.1.1 Outcome 1—Mission Support

1.7.1.2 Outcome 2—Accounting and Accountability

1.7.1.3 Outcome 3—Information Management

1.7.1.4 Outcome 4—Planning

1.7.1.5 Outcome 5—Relationships

1.7.2 *Operational Outcomes:*

1.7.2.1 Outcome 6—Asset Functionality for Intended Purpose

1.7.2.2 Outcome 7—Resource Optimization

1.7.2.3 Outcome 8—Asset Visibility

1.7.2.4 Outcome 9—Safety and Security

1.7.2.5 Outcome 10—Installation, Movement, and Storage

1.8 In Section 5, a rating scale is provided to quantify in a uniform manner achievement of outcomes and outcome components.

1.9 This practice, in combination with Practice E2279, clarifies and enables effective and efficient control and tracking of assets and may provide an enhanced basis for making decisions surrounding both property and property management systems.

1.10 This practice is intended to be applicable and appropriate for all asset-holding entities.

1.11 This practice covers tangible assets and tangible property as defined in Terminology E2135. Consistent with the nomenclature used, individual portions of the practice may be applicable to more limited subsets of tangible assets, for example, to equipment and not to material.

1.12 This practice assumes competence and subject matter expertise of those performing the assessment and those being assessed. (For example, as specified in the GAO Yellow Book.) The use of professional judgment by asset management professionals is required to achieve desired outcomes.

[1] This practice is under the jurisdiction of ASTM Committee E53 on Asset Management and is the direct responsibility of Subcommittee E53.01 on Process Management.

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1.13 *This standard does not purport to address all of the safety concerns, if any, associated with its use. It is the responsibility of the user of this standard to establish appropriate safety, health, and environmental practices and determine the applicability of regulatory limitations prior to use.*

1.14 *This international standard was developed in accordance with internationally recognized principles on standardization established in the Decision on Principles for the Development of International Standards, Guides and Recommendations issued by the World Trade Organization Technical Barriers to Trade (TBT) Committee.*

2. Referenced Documents

2.1 *ASTM Standards:*[2]

E2131 Practice for Addressing and Reporting Losses of Tangible Property
E2132 Practice for Inventory Verification: Electronic and Physical Inventory of Assets
E2135 Terminology for Property and Asset Management
E2279 Practice for Establishing the Guiding Principles of Property Asset Management
E2306 Guide for Disposal of Personal Property Assets
E2378 Practice for the Recognition of Impaired or Retired Property Assets
E2452 Practice for Equipment Management Process Maturity (EMPM) Model
E2453 Practice for Estimating the Life-Cycle Cost of Ownership of Property Assets
E2495 Practice for Prioritizing Asset Resources in Acquisition, Utilization, and Disposition
E2497 Practice for Calculation of Asset Movement Velocity (AMV)
E2499 Practice for Classification of Asset Location Information
E2604 Practice for Data Characteristics of Personal Property Asset Record
E2605 Practice for Receiving Assets
E2606 Practice for Receipt Notification as a Result of Tangible Asset Movement
E2607 Practice for Cannibalization/Reclamation of Serviceable Equipment Components to Support Demand Requirements
E2608 Practice for Equipment Control Matrix (ECM)
E2631 Practice for Physical Placement of an Entity-Controlled Supplemental Identification Label
E2671 Practice for Defining Movements, Shipments, and Transfers of Tangible Property
E2672 Practice for Identification and Categorization of Tooling
E2676 Practice for Tangible Property Mobility Index (MI)
E2715 Practice for Moveable Property Storage
E2811 Practice for Management of Low Risk Property (LRP)
E2812 Practice for Uniform Data Management in Asset Management Records Systems
E2858 Practice for Sales of Personal Property
E2936 Guide for Contractor Self-Assessment for U.S. Government Asset Management Systems
E2962 Guide for Fleet Management
E3015 Guide for Management of Customer-Owned Property Assets in Possession of Supplier, Contractor or Subcontractor
E3056 Guide for Strategic Warehousing
E3140 Guide for Asset Management Career Development, Education, and Training
E3173 Guide for Decommissioning and Disposal of Medical Equipment
E3210 Practice for Infrastructure Management
E3221 Guide for Motorized Equipment

2.2 *Federal Documents:*

FAR Federal Acquisition Regulation[3]
GAO-18–568G Government Auditing Standards: 2018 Revision (The GAO Yellow Book)[4]

2.3 *ISO Standard:*[5]

ISO 55000 Asset management — Overview, principles and terminology

3. Terminology

3.1 *Definitions*—For definitions relating to property and asset management, refer to Terminology E2135.

3.1.1 *asset, n*—item, thing, or entity that has potential or actual value to an organization. **ISO 55000**

3.1.2 *asset functionality, n*—set of functions that an asset is able or equipped to perform.

3.1.3 *asset management system, n*—subset of organizational policies, processes, procedures, and people related to the management assets.

3.1.3.1 *Discussion*—These processes represent sound practice and are compliant with applicable standards, policies, regulations, and contractual requirements.

3.1.4 *best value, n*—expected outcome of an acquisition that provides the greatest overall benefit in response to the requirement.

3.1.5 *information management, n*—collection and management of information from one or more sources and the distribution of that information to one or more audiences. **E2675**

3.1.5.1 *Discussion*—This sometimes involves those who have a stake in or a right to that information. Management means the organization of and control over the structure, processing, and delivery of information.

3.1.6 *operations, n*—exercise of tasks.

3.1.7 *opportunity, n*—a potential positive impact.

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[2] For referenced ASTM standards, visit the ASTM website, www.astm.org, or contact ASTM Customer Service at service@astm.org. For *Annual Book of ASTM Standards* volume information, refer to the standard's Document Summary page on the ASTM website.

[3] Available from U.S. General Services Administration (GSA), https://www.acquisition.gov/browse/index/far.

[4] Available from U. S. Government Accountability Office (GAO), 441 G St., NW, Washington, DC 20548, http://www.gao.gov.

[5] Available from International Organization for Standardization (ISO), ISO Central Secretariat, Chemin de Blandonnet 8, CP 401, 1214 Vernier, Geneva, Switzerland, https://www.iso.org.