

Date: June 2, 2021

From: Associate Executive Director, Office of Real Property (003C7)

Subj: Office of Construction and Facilities Management Real Property Policy Memorandum
2021-02 – Clarification Regarding VA Draft Handbook 7815 (VIEWS 5261755)

To: All VA Leasing Professionals

1. This purpose of this memorandum is to provide official notice to VA leasing professionals, whether 1102 or 1170 series, regarding use of VA Draft Handbook 7815. VA Draft Handbook 7815 is not an approved policy or regulation and any reference thereto should be removed from local handbooks or procedures.
2. Real Property Policy Memorandum (RPPM) 2018-06 – Adoption of General Services Administration (GSA) Leasing Desk Guide (LDG), replaced proposed policy in VA Draft Handbook 7815. Effective December 22, 2017, RPPM 2018-06 provides official guidance for all VA leasing professionals to follow. A link to both GSA's LDG and RPPM 2018-06 is available at <http://vaww.cfm.va.gov/real/> along with additional real property guidance and policy.
3. If you have any questions, please contact Brandi Stockstill, Director, Real Property Policy and Programs, (202) 329-6538, or via email at brandilyne.stockstill@va.gov.

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