

The background features a large, light green logo for the Appalachian Trail National Scenic Trail. The logo is a shield shape with a central mountain peak and a trail winding through it. The text "APPALACHIAN TRAIL" is written in a semi-circle above the mountain, and "NATIONAL SCENIC TRAIL" is written in a semi-circle below it, with a small "TM" trademark symbol at the bottom right.

Facility Management Asset Update Process

Facility Inventory Update Process

- Process will:
 - Provide updates based on work completed.
 - Capture any alterations (i.e. *adding, removing, replacing*) to FMSS Locations (i.e. *treadway segments, bridges, privies, parking areas*), and/or their Features (i.e. *steps, waterbars, walls, roofs, ramps, doors*).

Facility Inventory PDF Update Process

- The PDF (Paper Form) Process will:
 - Utilize PDF paper forms very similar to those used during the initial inventory.

Update Form Example (Treadway)



Appalachian Trail - Treadway Update Form - Version 1.0 (GPS Not Required)

Name: _____ Date: _____
 Email: _____ Phone: _____
 Club: _____
 FMSS AT Treadway Section Name: _____
 North Point: _____ South Point: _____

Item	Number of Items Added	Number of Items Removed
Bollard		
Boulders		
Cattle Guard		
Checkdam - Rock		
Checkdam - Wood		
Checkdam - Concrete		
Culvert - Rock		
Culvert - Wood		
Culvert - Concrete		
Culvert - Metal		
Culvert - Plastic		
Drainage Dip / Swale		
French Drain		
Gate		
Metal Rung		
Ladder		

Item	Total Square Feet Added	Total Square Feet Removed
Non-Native Pavers		
Puncheon / Bog Bridge - Wood		
Retaining / Crib Wall - Rock		
Retaining / Crib Wall - Wood		
Retaining / Crib Wall - Metal		
Turnpike / Causeway - Rock		
Turnpike / Causeway - Wood		
Riprap / Scree		
Other: _____		
Other: _____		

Item	Total Linear Feet Added	Total Linear Feet Removed
Drainage Ditch		
Fence - Barbwire / Slip Wire		
Fence - Chain Link		
Fence - Split Rail		
Fence - Wire Mesh		
Railing		
Other: _____		

Thank you for your update!

This information will be used to update the official A.T. inventory records. Please send all completed forms to the Appalachian National Scenic Trail Office, either through email via APPA_Facilities@nps.gov or through mail via Appalachian National Scenic Trail Office, Facility Department, P.O. Box 50, Harpers Ferry, WV 25425. If you have any questions about this form, please email APPA_Facilities@nps.gov or call 304-535-5093.

Update Form Example (Privy)



Appalachian Trail – Privy Update Form – Version 1.0

The critical information collected in this form will be used to update the Appalachian Trail Inventory of FMSS Locations and Features.

- FMSS Locations are unique segments, sites, or areas, such as AT treadway sections, designated campsites, privies, shelters, parking areas, substantial trail bridges, and scenic vistas.
- FMSS Features are “assets”, such as stairs, handrail, and signs.

Please check the appropriate update box and fill out all of the associated sections below, so that we may accurately document the updates in our system. Remember, if a project added and removed the same FMSS Feature type (i.e. *added 10 signs and removed 2*), you should check the “Added Privy Feature” update box and enter “8 signs”.

IMPORTANT: Only check one box per form. If you have added OR removed more than one FMSS Feature Type (i.e. *add Signs AND Handrails*) you can use the same form. However, if you add AND remove multiple FMSS Locations or Features types in one project (i.e. *add a Sign AND remove a Handrail*) you will need to fill out more than one update form. Please refer to the end of this form for complete contact information and mailing address as to where to send the completed form.

Your Name: _____ Date: _____

Email: _____ Phone: _____

Club: _____

FMSS Location (Privy) Name: _____

FMSS Location ID #: _____ GISID #: _____

- Removed Privy Location.** *If you check this box, you do NOT have to fill out any of the remaining sections. Simply submit this page (with the above information) to the Appalachian National Scenic Trail Park Office.*
- Added Privy Location.** *If you check this box, please make sure you fill out ALL of the sections below so that a New Privy FMSS Location record can be created.*
- Removed Privy Feature (i.e. Stairs, Signs, Handrail).** *If you check this box, please make sure you fill out the ASSOCIATED sections below for ALL of the features removed.*
- Added Privy Feature (i.e. Stairs, Signs, Handrail).** *If you check this box, please make sure you fill out the ASSOCIATED sections below for ALL of the features added.*

Associated Fencing

Number of Fences = Total Length (feet) of Fence =

Predominant Fence Material (please check one below):

- None Barbwire/Slip Wire Chain Link Split Rail Wire Mesh
 Other: _____

Photos Taken? Yes No

Year Built: _____

Land Owner (if known): _____

(Please provide as much information as possible in regards to Agency, Bureau and Division - e.g. don't just say NPS or USFS, but NPS APPA, NPS Shenandoah, USFS George Washington-Jefferson NF New River District, Pennsylvania Game Commission SGL 217, Connecticut Department of Forestry Housatonic State Forest, etc)

Comments:

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Inventory Update Process Flowchart

Something is Added or Removed

AT FMSS Locations (i.e. Shelters, Bridges, Treadway) and/or Features (i.e. Steps, Fence, Waterbars) are added or removed.....



Fill Out Form

Club volunteers/ATC staff fill out inventory update forms associated with each FMSS location/feature type.....



Submit Form

Club volunteers/ATC staff email form(s) to APPA Facilities@nps.gov, or mail the form to Appalachian National Scenic Trail Office, Facility Department, P.O. Box 50, Harpers Ferry, WV 25425 by December 31st of each year.....

Collect Data

APPA staff collect and organize data internally.....



Update Systems

APPA staff update GIS and FMSS systems annually in January - March.....



Report Back to ATC and Clubs

APPA provides updated Inventory data via the Facility WebApp by May 1st of each year.