

ATTACHMENT C**COMMONLY USED BUDGET OBJECT CLASS CODES AND SENSITIVE PROPERTY**

Below are budget object class codes that must be included on your charge card statement along with the travel authorization number and project account number. This list does not include all codes, just those that you are most likely to need. A more complete listing of these codes can be found at <http://wcp.den.nps.gov/assets/boc04.pdf>.

Default Code (Office Supplies and Materials)	261A
1. Non-Foreign ATM Travel Advance Expense	211A
2. Non-Foreign Commercial Transportation	211C
3. Non-Foreign Other Incidental Expenses (Fuel for Rental Vehicles)	211I
4. Non-Foreign Local Travel	211L
5. Non-Foreign Passenger Vehicle Rental	211R
6. Non-Foreign Taxi Fare	211T
7. Space Rental Payments (Conference Room Rental)	232A
8. Postage	233G
9. Express Mail	233J
10. Equipment Rental	233L
11. Print and Reproduction – Commercial	242A
12. Training/Conference Registration Fees	252T
13. Other services	252Z
14. Medical and Health Care Services	256M
15. Repair and Maintenance – Vehicle	257D
16. Repair and Maintenance – Equipment	257I
17. Subsistence and Lodging	258A
18. Office Supplies and Materials	261A
19. Motor Vehicles Supplies and Materials	261M
20. Books	262A
21. Library Materials Not Books	262J
22. Information Technology Supplies and Materials	263O
23. Building Supplies	264A
24. Employee Supplies - Safety	265S
25. Non-Capitalized – Non-Controlled Equipment	312B
26. Non-Capitalized – Information Technology Software	312D
27. Artifacts and Artwork (Graphics also)	312X
28. Refunds	441A

SENSITIVE PROPERTY

1. Computers	5. Camcorders	9. Motorcycles
2. Printers	6. Cars	10. Motor Scooters
3. Monitors	7. Trucks	11. Boats
4. Cameras	8. Vans	