

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. For a complete list, log onto AFS3. See Reference Tables Module and query or print the Object Class Tab.

Default Code (Office Supplies and Materials)	261A
1. Non-Foreign ATM Travel Advance Expense	211A
2. Non-Foreign Travel Management Center Transactions Fees	211B
3. Non-Foreign Commercial Transportation – Tourist Class	211C
4. Non-Foreign Employee Per Diem	211D
5. Non-foreign Transportation – Exceeds Tourist	211F
6. Non-Foreign Other Incidental Expenses (Fuel for Rental Vehicles)	211I
7. Non-Foreign Local Travel	211L
8. Non-Foreign POV Mileage Allowance	211P
9. Non-Foreign Passenger Vehicle Rental	211R
10. Non-Foreign Taxi Fare	211T
11. Space Rental Payments (Conference Room Rental)	232A
12. Postage	233G
13. Express Mail	233J
10. Equipment Rental	233L
11. Print and Reproduction – Commercial	242A
12. Contracts – Consulting	251A
13. Contracts – Information Technology Support Services	251B
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

ATTACHMENT C
SENSITIVE PROPERTY

1. Firearms (to include taser guns)
2. Monitors
3. Laptops and Personal Computers
4. Printers
5. Motor Vehicles
6. Motor Scooters
7. Boats
8. Cameras & Camcorders