From:	Stockstill, Brandilyne (Brandi)
Sent:	Friday, March 29, 2024 1:13 PM
To:	VA LCOs and Staff
Cc:	Thomas, John D. (CFM); Simmons, Amanda J. (CFM); Dimmick, Amy F. (CFM); Wells, William N.; Chapman, Mitch L. (CFM)
Subject:	OCFM ORP VA-Wide Leasing Policy Alert 2024-07: Reporting Novation and Change of Name Agreements for Real Property Leases

Office of Construction and Facilities Management's Office of Real Property's VA-Wide Leasing Policy Alert 2024-07: Reporting Novation and Change of Name Agreements for Real Property Leases

This policy alert is being issued to notify VA leasing professionals that VA Acquisition Manual Subpart M842.12 does not apply to real property lease contracts. Therefore, reporting Novation and Change of Name Agreements to the Office of Acquisition and Logistics, Risk Management and Compliance Service should be discontinued. The HCA Review and Approval Threshold Matrix located at [Office of Construction and Facilities Management, Office of Real Property, Policy & Programs Service (003C7A) - Attachment A - HCA for Leasing Matrix Revised 3.26.2024 1 (1).pdf - All (sharepoint.com)](#) has been updated to remove this requirement.

As a reminder, leasing professionals are required to comply with the requirements of FAR 42.12, GSA's Leasing Desk Guide, VA's Supplement to GSA's Leasing Desk Guide, GSA and VA issued policies and alerts and the lease terms and conditions when processing Novations or Change of Name Agreements for real property leases.

This policy alert is effective immediately and remains in effect until clarifying language is incorporated into VA's Supplement to GSA's Leasing Desk Guide.

Please submit questions or concerns related to this alert to CFM ORP Policy and Programs, VACO003C7APolicyandProgramsTeam@va.gov.

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[VA Real Property Policy Program - Office of Construction & Facilities Management](#)
[VA Real Property Agreements - Home (sharepoint.com)](#)