Browse for a Real Property UID Asset

Overview

The Real Property UID Asset Browse (also known as the Facility Number) pop-up window allows searching for a Real Property Asset's unique identifier.

Navigation

DPAS PA Module > *VARIOUS PROCEDURAL STEPS* > 🔍 > RPUID Asset Browse pop-up window

Procedures

Browse for a Real Property Unique Identification Asset

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting [Reset] *at any point of this procedure returns all fields to the default "All" setting.*

Selecting [Cancel] *at any point of this procedure removes all revisions and closes the page.* ***Bold*** *numbered steps are required.*

1. Select 🔍. *The **RPUID Asset Browse** pop-up window appears*.

RpuidAsset		close or Esc Key

Instl Nbr [   ]   **Fac Nbr** [   ]

RP Site Name [   ]   **Land Acq Tract Id** [   ]

RP Type Cd [▼]

[Reset] [Search]

[Cancel]

- Enter the INSTL NBR in the field provided. *This is a 5 alphanumeric character field.*
- Enter the RP SITE NAME in the field provided. *This is a 100 alphanumeric character field.*
- Use ☑ to select the RP Type Cd.
- Enter the FAC NBR in the field provided. *This is a 20 alphanumeric character field.*
- Enter the LAND ACQ TRACT ID in the field provided. *This is a 25 alphanumeric character field.*

2. Select [Search] to begin the query. *Results display in the RPUID Grid below.*

RpuidAsset

close or Esc Key

Instl Nbr	N32414	Fac Nbr	405
RP Site Name	NAVSUPPACT MECHANICSBURG PA	Land Acq Tract Id	
RP Type Cd	B-Building		

Reset   Search

Select	RPUID	Fac Nbr	Fac Name	Land Acq Tract Id
Select	87557	405	GENERAL STOREHOUSE-INSP/REP	
Select	87558	405A	SEWAGE PUMP HOUSE/BOOSTER BL	

Cancel

3. Choose the Select hyperlink next to the desired RPUID. *The pop-up window closes and the selected RPUID appears in the previous screen.*

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