

MNICS IMT Incident Replacement Policy

January 2015

NFES Items This team follows the incident replacement process as outlined in the NWCG National fire Equipment System Catalog.

Incident Replacement Orders – These orders are to be submitted within 30 days of the control of the incident

- The incident Supply Unit Leader (SPUL) is responsible for handling the incident replacement. The SPUL approves replacement requests.
- If equipment and supplies are available at the incident for replacement, the request is filled by the incident Supply Unit.
- If equipment and supplies are unavailable at the incident, AND the requesting resource is not being immediately demobilized, the Supply Unit will submit a resource order through the appropriate channels to the servicing NISC. The order will be shipped to the incident and replacement will take place at the incident Supply Unit.
- If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is being demobilized, an OF-315 Incident Replacement Requisition (NFES 001300) is to be completed by the SPUL and forwarded to the servicing NISC. Authorized approvals and signatures **MUST** be included on the requisition. For type 2 incidents, these approvals are limited to the incident Supply Unit Leader, Logistics Section Chief, Incident Commander or Agency Administrator/Rep.

Interagency Incident Business Management Handbook
Chapter 30-Property, Page 30-7

The incident agency should limit replacement to those items that are consumed, lost, damaged or rendered unserviceable on the incident. These items can be replaced at the incident or the incident can approve an Incident Replacement Requisition, OF-315 for replacement of items by a cache at the home unit. IMTs cannot authorize replacement of non-expendable or non-standard cache items. The incident agency may authorize, through written documentation, replacement of government property items that have been destroyed or rendered otherwise unserviceable while being used on the incident.

Non-NFES Items

Non-standard cache items should be replaced by the home unit. The incident agency may require that damaged property be turned in before replacement is authorized.

Items originally provided through use of preparedness funds being replaced due to normal wear and tear should be accomplished using home unit funds, not incident funds. If government property was damaged on the incident due to a specific event, e.g. wind event destroys tent, the incident could, upon receipt of required documentation and proof of damage, authorize replacement using the Incident Replacement Requisition. Replacement of non standard items is the responsibility of the home unit.

A Property Loss and Damage Report or General Message will document the need for replacement. Copies will be provided to the requesting personnel and the home unit. All non-NFES requests will be approved by the FSC or Incident Commander.