

**U.S. FOREST SERVICE (USFS) – FEDERAL**  
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**2722**

- Formulates area FEPP policy.
- Trains state employees in FEPP procedures.
- Assists state FEPP Manager in technical matters.
- Advises FEPP manager when Forest Service excess property is available.
- Approves all FEPP transactions to acquire, use and dispose.
- Authorizes cannibalization of unserviceable FEPP to provide parts.
- Maintains Federal Property Management Information System (PMIS) records to control and reconcile with state records.
- Assists State Forester in reconciling physical inventory discrepancies with PMIS records.
- Conducts formal reviews and assistance trips with the state FEPP Manager.
- Advises on FEPP directives and reviews procedures.
- Performs property management officer duties as specified in FSH 3109.12.
- Formulates regional and area policy.
- Updates FEPP Desk Guide located at [www.fs.fed.us/fire/planning/fepp1](http://www.fs.fed.us/fire/planning/fepp1).

(see next section)

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(see Forms or Forms Samples)