

## **MOBILE EQUIPMENT (State Use)**

**2737**

(No. 15 January 2001)

All FEPP mobile equipment for State use (except vehicles for the Fire Academy (see Section 2737.2) is controlled by the Department of General Services, Fleet Administration Division (FAD). FAD has delegated the control of mobile equipment for CAL FIRE use to the Mobile Equipment (ME) office at Davis. All mobile equipment must be approved prior to screening, a process requiring approximately 60 days. The steps of this procedure are as follows:

- Requests for FEPP Mobile Equipment should be e-mailed to the Mobile Equipment office in Davis with a complete justification for the need. If the request is for replacement of existing equipment you must include that information.
- The Mobile Equipment office will forward approved requests to the Sacramento FEPP office and the requestor. If denied, Mobile Equipment will supply the reason for denial.
- When the item has been located and put on a freeze, the screener must contact the Mobile Equipment office to request an inspection from ME and FAD. The screener should include the VIN (vehicle I.D. number) or serial number of the item screened on the SF-122 to assure the item does not go to another screener. The SF-122 should also reference the ME approval date.
- After the SF-122 is FAXED to the Sacramento FEPP office for approval it will be FAXED to the FS for approval. After picking up equipment, the receiving copies of the SF 122 (see Section 2736.3) must be returned to the Sacramento FEPP office.

## **REGISTRATION OF VEHICLES FOR CAL FIRE USE**

**2737.1**

(No. 15 January 2001)

The Mobile Equipment office will complete all FEPP vehicle registrations for CAL FIRE use. Send the Davis office a copy of the SF 122 (it must contain the VIN number). Mobile Equipment will assign an "X" number and license number (if applicable) and register the vehicle. The lien holder on all FEPP registrations must read: USDA Forest Service, P.O. Box 944246, Sacramento, Ca 94244-2460. If a registration of ownership (pink slip) or form SF 97, U.S. Government Certificate of Release of a Motor Vehicle, is received, forward it to the Sacramento FEPP office.

## **VEHICLES ACQUIRED FOR FIRE ACADEMY FIRE PRACTICE**

**2737.2**

(No. 15 January 2001)

All acquisitions for the Fire Academy should be coordinated through the Fire Academy Administrative Officer. All vehicle acquisitions for fire practice must state on the SF 122 "Fire Practice Only - To be Destroyed." These vehicles are not to be used except for fire practice. These vehicles which will be set on fire are not registered or added to PMIS. To dispose of vehicles, an SF 120 (see section 2762) must be completed and forwarded to the Sacramento FEPP office. Once approved for scrap, disposal instructions will be followed.

If vehicles are acquired for on site usage or racecourse training at the Fire Academy, they must be approved by the Mobile Equipment office and added to the PMIS records.

## **VEHICLES ACQUIRED FOR CONTRACT COUNTIES**

**2737.3**

(No. 15 January 2001)

Contract counties should follow the county vehicle acquisition guidelines. Contract counties do not need CAL FIRE Mobile Equipment approval. However, contract counties should be aware of the 90 percent fire protection usage ruling and select their vehicles accordingly. Abuse of the 10 percent non-fire usage may result in recall of all property on loan, suspension from the program, or other sanctions. ([See Section 2741.](#))

All acquired vehicles must be registered using the SF-122. The contract county is the registered owner, but the lien holder is: USDA Forest Service, P.O. Box 944246, Sacramento, Ca 94244-2460. If a pink slip is received from DMV, forward it to the FEPP office in Sacramento. This means the vehicle was not registered properly. The county never owns the FEPP and is not authorized to sell or auction it. If an item is sold in error, the Forest Service can collect funds through a notice of collection.

Note: For information concerning mobile equipment acquired for Local Fire Departments see [Section 2780](#) of this handbook.

([see next section](#))

([see HB Table of Contents](#))

([see Forms](#) or [Forms Samples](#))