

ACCOUNTABILITY

2773

(No. 15 January 2001)

All aircraft, components and parts shall be maintained on inventory stock records. All parts and components shall be tagged using the FAA colors:

- Red - Non-repairable
- Green - Repairable
- Yellow - Ready to Use

All inventoried property (\$1,000 or more) shall be tagged with an FS-3100, FS property identification tag and the NFC number (when feasible) and entered into PMIS by the Forest Service. If the identification tag and/or NFC number can not be added to the property, the shelf or location of property should be recorded. Inventory records shall indicate the location of aircraft, aircraft engines, and their components. Parts costing less than \$1,000 are not inventoried and considered consumable; however stock records should be maintained for audit purposes. Aircraft and components are subject to the same procedures of accountability and review as other FEPP.

When parts are removed from an aircraft for use on another aircraft the parts must be inventoried at least to the warehousing level to provide an audit trail.

GSA Federal Aviation Interactive Reporting System (FAIRS)

The FAIRS automated system was designed to track and manage federal aircraft nationwide. The USFS PMO is responsible for completing a GSA form 3550 and forwarding the acquisition information to GSA in order to track and record aircraft.

The USFS Regional PMO is also responsible for the reconciliation of the form 3550 and PROP.

CANNIBALIZATION

Written approval must be obtained from USFS in order to cannibalize any federal excess aircraft or components. To obtain permission to cannibalize, complete an AD-112 (see [Section 2745](#)). To request cannibalization of an aircraft, submit the data plate with the AD-112 to the Sacramento FEPP office. Upon approval the USFS PMO must notify the Federal Aviation Administration (FAA) and request de-registration of that aircraft.

After the request is approved, any remaining unusable carcasses should be considered scrap and promptly disposed of by completing a SF-120 Report of Excess Personal Property.

REGISTRATION OF FEPP AIRCRAFT

2773.1

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Register only those aircraft that are or will be operational. Aircraft must be registered with FAA prior to being put into service. To ensure correlation between FAA's database of registered aircraft and the Federal Aircraft Management Information System (FAIRS) maintained by GSA, the FAA registration must be completed on FAA Form 8050-1, Registration, as follows:

1. Aircraft manufacturer and model: Indicate both the military and civilian model designations. Example: Cessna O-2 (337)
2. Aircraft serial number: Indicate both the manufacturer's serial number and the military (bureau) number. Example: 337M0320 (67-11450).

Note: List the manufacturer serial number first.

3. Name of applicant: Must list USDA Forest Service – FEPP on the first line. Next line should be the state or contract county address.
4. Civilian aircraft need only show the manufacturer's model designation and serial number.
5. The form must be signed by the USFS PMO and accompanied by a legible copy of the transfer document (SF-122) with all applicable signatures.
6. If registering a military aircraft, the form must be accompanied by a letter requesting the use of the manufacturer's serial number along with the military model designation. Example: Cessna O-2, serial number 337-0320). If a particular tail number is desired for this aircraft, request this in the letter as well.

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