

PURCHASING MATERIALS AND SUPPLIES

6545

(June 2000)

Responsibility

Division Chief

Purchases of raw materials, supplies or services necessary to complete an in-camp product are governed by the same rules and regulations as any other purchase and can be made via the same purchase documents. Purchase of materials/services for in-camp products and for normal camp operations may be made using the same purchase document. However, the CALSTARS coding on the purchase document would then be split, showing charges to both PCA 03050 and PCA 03071.

Prior purchases that have been charged to the camp operating PCA 03050 may JV to PCA 03071 if the item purchased will be used for completing the in-camp order. (This procedure does not supersede the procedure already in place for in-camp orders placed within the department. The internal MRT process and CALSTARS coding procedures already established are not affected by these instructions.)

**FORMS AND/OR FORMS SAMPLES: RETURN TO CAL FIRE
LIBRARY HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.**

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