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										UNIT NAME					UNIT NAME		
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CITY		STATE	Z	IP	CITY	STATE	ZIP										
AUTHORIZED	ВҮ		TITLE		PERSON ORDERING	ON ORDERING TITLE											
TELEPHONE N	IUMBER				TELEPHONE NUMBER												
DATE/TIME O	RDERED				DATE/TIME REQUIRED												
REQUESTED N	METHOD OF DE	LIVERY															
REQUEST NUMBER	NFES NO.	QUANTITY	U/I		ITEM DESCRIPTION	PAGE	OF										

TYPE I or TYPE II INCIDENTS

The incident Supply Unit Leader (SPUL) will be responsible for handling incident replacement requisitions when a Type I or Type II incident management team is assigned. The SPUL approves replacement requests based on Engine Accountability sheets or other fire equipment inventory documents approved by the requesting resource's home unit.

- If equipment and supplies are available at the incident for replacement, the request is filled at the incident supply unit.
- If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is not being immediately demobilized, the Supply Unit will place a resource order for needed items through appropriate channels to the servicing fire cache. The order will be shipped to the incident and replacement will take place at the Supply Unit.
- If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is being demobilized, an Incident Replacement Requisition will be completed by the Supply Unit and forwarded to the geographic area cache.
- All national geographic area caches will accept Incident Replacement Requisitions.
- Authorized approvals and signatures MUST be included on the requisition. For Type I and II incidents, these approvals are limited to: Incident Supply Unit Leader, Logistics Section Chief, Support Branch Director, Incident Commander or Agency Administrator or Representative.

TYPE III or TYPE IV INCIDENTS

The hosting unit agency administrator or representative, such as the Fire Management Officer, will be responsible for handling incident replacement requisitions on Type III and IV incidents. The agency representative approves replacement requests based on Engine Accountability sheets or other fire equipment inventory documents approved by the requesting r resource's home unit.

- If equipment and supplies are available at the incident for replacement, the request is filled at the incident host unit.
- If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is not being immediately demobilized, the hosting unit will place a resource order for needed items through appropriate channels to the servicing fire cache. The order will be shipped to the incident and replacement will take place at the host unit.
- If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource
 is being demobilized, an Incident Replacement Requisition will be completed by the host unit and
 forwarded to the geographic area cache.
- All national geographic area caches will accept Incident Replacement Requisitions.
- Type III and IV incident approvals are limited to the Agency Administrator or Representative (i.e., Fire Management Officer).

Replacement orders must be processed within 30 days of control of the incident.

The incident's servicing cache may forward completed requisitions to the requesting unit's geographic area cache for processing.

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INCIDENT ORDER NUMBER INCIDENT NAME AGENCY BILLING ADDRESS NAME UNIT NAME					ACCOUNTING/MANAGEMENT CODE AGENCY SHIPPING ADDRESS NAME									
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COPY 3 - ORDERING UNIT

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