

NATIONAL INTERAGENCY FIRE CENTER

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9216 NFES (LLFA240000)

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NATIONAL FIRE EQUIPMENT SYSTEM CACHE MEMORANDUM NO. 16-1

To: NFES: National Interagency Support Caches

From: David Haston, Chair - NWCG Equipment Technology Committee

Subject: New Forms: OF-288 and OF-296 (NFES 0866 and 1173)

The General Services Administration (GSA) has issued a new version of the Emergency Firefighter Time Report, OF-288, and the Vehicle/Heavy Equipment Pre-Use Inspection Checklist, OF-296. This is the result of several years of work, by subject matter experts, to update the forms to meet current business needs.

Ordering new forms from GSA:

Replacement forms should be ordered from GSA immediately.

The OF-296 is available hardcopy only and the OF-288 is available hardcopy or fillable download. As such, demand for the OF-296 is anticipated to remain similar to current levels, whereas demand for the OF-288 is anticipated to decline since the form is available electronically.

Disposition of Existing Inventory – Required Action:

Individual forms:

NFES 0866 (OF-288): Immediately remove and destroy all inventory of the older version of this form and begin procurement of the 2016 version. Do not issue the older version of the form to the field. Until the hard copy of the 2016 version is available, direct users to the electronic fillable version. The OF-288 form can be download from the GSA website: <http://www.gsa.gov/portal/forms/download/242971>

NFES 1173 (OF-296): This form can continue to be issued (and used) until new forms are available.



Kits:

Update kits as follows:

- Kits currently in the cache should be retrofitted when the new forms are available.
- Kits that are or have been issued to incidents can be retrofitted when they are returned to the cache.

ICBS:

Rename the description of the forms in ICBS with the year of issuance:

- OF-288: "2/16"
- OF-296: "2-2016"

Please distribute this information widely. For any questions, please contact Matt Cnudde, acting NFES Chair, at (208)387-5277 or by email at mcnudde@fs.fed.us.

/s/ *David V. Haston*

Chair, Equipment Technology Committee

cc:

State Fire Management Officers – BLM

Regional Directors Fire and Aviation Management – USFS

Agency Directors – NIFC

Logistics Center – NICC

