



TENNESSEE DIVISION OF FORESTRY

FEDERAL EXCESS PERSONAL PROPERTY PROGRAM GUIDELINES

Background

The **Federal Excess Personal Property (FEPP)** Program provides firefighting equipment on loan through the USDA Forest Service to local fire departments. The FEPP Program was authorized through the Cooperative Forestry Assistance Act of 1978 (16 USC 2106) and is administered by the Tennessee Department of Agriculture, Division of Forestry (TDF). Equipment that is made available includes trucks, tanks, generators, tanks, tools, fire protective clothing, fire hoses and nozzles. These items are to be used for fire protection purposes only.

Legally chartered fire departments may qualify to receive FEPP equipment on loan upon agreement to:

1. Sign a memorandum of understanding with TDF.
2. Respond to all calls within their coverage area.
3. Provide mutual aid to TDF upon request.
4. Keep equipment painted, protected and in serviceable condition.
5. Acquire and maintain liability insurance for FEPP vehicles.
6. Return equipment to TDF for proper disposal.

To apply for FEPP equipment, fire departments should contact their local TDF district office (a listing of district offices is included).

Fire Department Requests

- a. FEPP requests shall be submitted to the Tennessee Division of Forestry on the form **Federal Excess Personal Property Request for Equipment** through their local district office.
- b. Requests for transfer of FEPP Firefighter property can only be made on equipment that can effectively be made usable and put into service for firefighting and/or emergency use.
- c. Requests shall be approved by the assistant district forester and the FEPP Manager.
- d. FEPP equipment requests shall be tracked in chronological order on the FEPP needs list maintained by the district office and the FEPP Manager.

- e. Fire departments should notify the assistant district forester when their fire department point of contact has been changed.

Fire Department – Cooperative Lease Agreement

- a. All fire department recipients of FEPP must sign a standard *Cooperative Lease Agreement for Rural Fire Defense* before receiving any property.
- b. These cooperative lease agreements with fire departments must be renewed every five years.

Costs

- a. The fire department receiving FEPP equipment shall be responsible for all costs associated with shipping, transporting, receiving, refurbishing, maintaining, and repairing FEPP.
- b. Fire departments shall also be responsible for the costs of acquiring the vehicle license plate and vehicle liability insurance.

FEPP Accountability

- a. Title to all FEPP equipment shall remain vested with the U.S. Forest Service.
- b. All FEPP property will be receipted in the USDA Forest Service's Federal Excess Property Management Information System (FEPMIS) and identified with a federal property tag number.
- c. All FEPP property will be inventoried by TDF every two (2) years.
- d. The fire department must make FEPP equipment available for inspection by TDF at any reasonable time.

Vehicle Insurance

- a. The fire department must retain liability insurance on FEPP vehicle as long as vehicle is in service.
- b. The fire department shall hold the federal and state government harmless from any and all actions, claims, demands, judgments, and liabilities.

Vehicle Restoration and Use

- a. FEPP vehicles shall be put into use by the fire department within six (6) months of acquisition date. All military markings, symbols, and identifications must be removed and vehicle must be painted in fire service color.
- b. If any modification to vehicles and/or equipment is done, the department shall modify these vehicles and equipment according to safety standards established by the National Fire Protection Association and manufacturer's recommendations of Gross Vehicles Weight Rating (GVWR).

- c. FEPP equipment shall be maintained at no cost to the state and protected from inclement weather, vandalism, and theft.

Vehicle Disposition

- a. The equipment may not be sold, cannibalized or traded but must be returned to TDF for final disposal, under procedures established by the Federal Government.
- b. When any equipment is returned to the TDF upon termination of this agreement or for other purposes, such equipment shall have at least the same component parts as it had when the department received the equipment.
- c. Title to all accessories, tools, etc. added by the department shall remain the department and may be removed prior to returning the equipment.

Program Guidelines

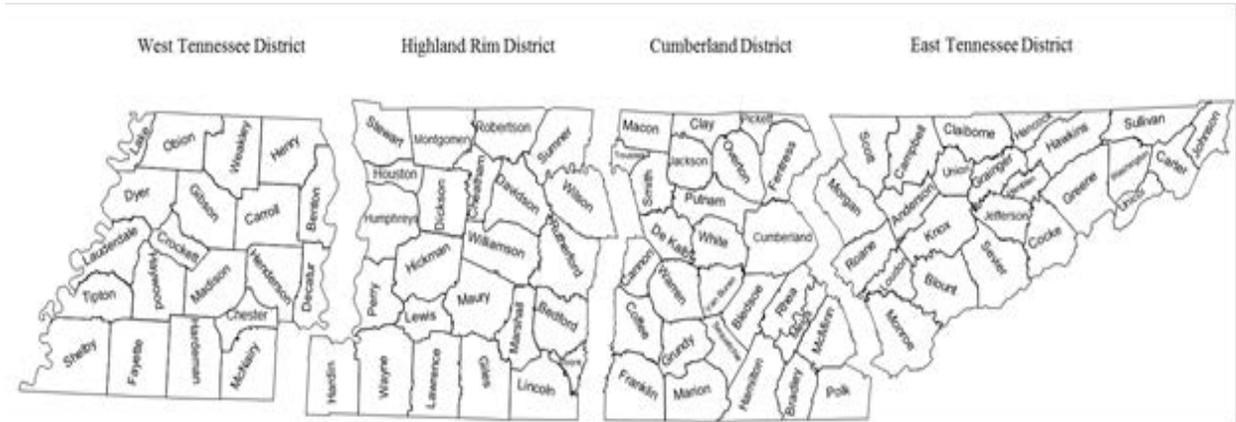
- a. Failure to comply with any FEPP program guidelines may result in fire department exclusion from future program participation.

Additional Information

- a. Additional information and the USDA Forest Service FEPP program guidelines can be found at:

<http://www.fs.fed.us/fire/partners/fepp>

FEPP REQUESTS ARE TO BE SENT TO THE FOLLOWING DIVISION OF FORESTRY ASSISTANT DISTRICT FORESTER IN YOUR AREA:



DISTRICT OFFICES

<p>East Tennessee District Nathan Waters, Assistant District Forester Tennessee Division of Forestry P.O. Box 2666 Knoxville, TN 37901-2666 Nathan.Waters@tn.gov Voice: (865) 594-6432 Fax: (865) 594-8907</p>	<p>Highland Rim District Michael Holder, Assistant District Forester Tennessee Division of Forestry 3497 Church Street Burns, TN 37029 Michael.Holder@tn.gov Voice: (615) 797-3117 Fax: (615) 797-3113</p>
<p>Cumberland District James Dale, Assistant District Forester Tennessee Division of Forestry 929 West Jackson, Suite C Cookeville, TN 38501 James.Dale@tn.gov Voice: (931) 526-9502 Fax: (931) 526-2279</p>	<p>West Tennessee District Philip Blakley, Assistant District Forester Tennessee Division of Forestry P.O. Box 438 Lexington, TN 38351 Philip.Blakley@tn.gov Voice: (731) 968-6676 Fax: (731) 968-5356</p>

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