



Firefighter Property (FFP) Program



Definitions

Accountable Property - All FFP is accountable from acquisition until one year after the item has been placed into service. Demilitarization required property C, D, and F and Sensitive B and Q are accountable until they have been disposed of per Federal regulations. Demilitarization required items require a physical inventory once every two years and will remain in FEPMIS until the item has been disposed of. State Cooperators will enter and track all Accountable Property items into the Federal Excess Property Management Inventory System (FEPMIS).

Accountable Officer (AO) - A State Agency representative who has specific responsibilities and is accountable for the program management and the inventory assigned to the subunit.

Acquisition Cost - The original cost of property to the Federal Government; same as standard price.

Allocation – The process that takes place between screening and the actual input of an order (MILSTRIP). Allocation happens after the FEPP Manager and the USDA Forest Service PMO approves the requested items from a screener and the item is authorized or allocated to the selected screener.

Assign – A function in FEPMIS that issues property from original acquisition to a Station or Warehouse.

Batchlots – The process of combining multiple items into one box (or lot) with the same Federal Supply Classification class or group and with a dollar value established limit.

[Chapter 10-12](#)

Cannibalization – The process of removing usable parts from an inoperable piece of property to repair or improve a similar piece of property; not authorized in the FFP program.

Change of Status – A term used in FEPMIS to report property items that are excess to the agency needs or has been lost, stolen, or damaged.

Condition Codes – This is a two-character combination of the “Supply” condition code and the “Disposal” condition code. The Supply condition code is assigned by the activity turning the property in to the DLA Disposition Services site. The Disposal condition code is assigned by the DLA Disposition Services site receiver after inspection of an item which is used to designate the physical condition of that item. [Chapter 80-2](#)

Consumable Property - Personal property that will be "used up" providing its function and intended purpose; loses its identity in use; has no commercial value or the cost of continued handling and care would exceed the estimated proceeds from its sale. Oil, fabricating materials, vehicular parts, and gloves are examples.

Cooperative Agreement - A written agreement between Accountable Officers and firefighting agencies, or between Accountable Officers and the USDA Forest Service, that lists terms and conditions of cooperation.

Cooperator – A state or rural agency that has signed a written agreement that lists terms and conditions of cooperation and has responsibility in the management, use, and disposal of FFP.

Defense Logistics Agency (DLA) - Headquartered at Ft. Belvoir, VA; responsible for managing the DLA Disposition Services.

Defense Logistics Agency Disposition Services Headquarters - Headquartered in Battle Creek, MI; responsible for the reutilization, transfer, and disposal of excess DoD property, formally known as DRMS.

Demilitarization (Demil) – As defined by the Department of Defense; the act of destroying the military capabilities inherent in certain types of equipment or material, making unusable of any whole item, part, assembly, or component that contains a critical characteristic whose transfer, donation, sale, disposal or unauthorized use would threaten National Security. Such destruction may include deep sea dumping, mutilation, cutting, crushing, scrapping, melting, burning, or alteration to prevent the further use of the item for its originally intended purpose. Additional information can be found in the Demil Manual, DoD 4160.21-M-1. [Chapter 80-1](#)

Department of Defense (DoD) – United States, Army, Navy and Air Force.

Department of Defense Activity Address Code (DODAAC) - A unique number assigned to Dept. of Defense agencies by Defense Automatic Addressing System Center (identifies customers). H9FD01 is the assigned DODAAC for the FFP program.

Disposal Turn in Document number (DTID) – The 14-digit number assigned by the Federal agency reporting the property as excess. This number consists of a 6-digit DODAAC, 4-digit Julian date, and 4-digit item number.

DLA Disposition Services xxxx (the name of the city, military post or facility where property is stored for reutilization, transfer, donation, and disposal) – The responsible site where excess DoD property is stored for disposal. Formally known as DRMO.

Durable Property - Property that has an expected life span of more than 2 years; and/or has a commercial value as an item or for its value in scrap content.

Excess – The term used when an item is no longer needed by the user or Accountable Officer.

Expendable Property - An item that is consumed or used up when applied to use. Also, referred to as consumable property.

Federal Excess Property Management Inventory System (FEPMIS) - The USDA Forest Service-sponsored, FFP inventory management data base for all records, documentation, and audit processes involved in acquiring, managing, and disposing of FFP.

Federal Supply Class (FSC) - The first four digits of the national stock number. A complete listing of FSC's can be found at this web address:

<http://www.fs.fed.us/fire/partners/fepp/h2book.pdf>

Federal Supply Group (FSG) - The first two digits of the national stock number. A complete listing of FSG's can be found at this web address:

<http://www.fs.fed.us/fire/partners/fepp/h2book.pdf>

FEPP Manager – A state cooperator who has been delegated authority by the Accountable Officer in the acquisition, management, use, and disposal of FFP. [Enclosure-2](#)

Fire & Aviation Management (F&AM) - The USDA Forest Service staff group that administers the FFP program.

Fire Program - A combination of activities, including prevention, pre-suppression, and suppression, designed to result in a decrease in losses of wildland.

Firefighter Property (FFP) – Property acquired from the Department of Defense for firefighting and emergency services. Authorized under 10_U.S.C. 2576b. [Zero Code-4](#)

Flight Safety Critical Aircraft Parts (FSCAP) - Any part, assembly, or installation containing a critical characteristic whose failure, malfunction, or absence could cause a catastrophic failure resulting in loss or serious damage to the aircraft or an un-commanded engine shut-down resulting in an unsafe condition.

Freeze (or frozen) – A term used to identify property that is held for a customer until the requisition is received and to prevent another customer from submitting a requisition for items previously identified by DoD customers.

Holding Agency - The office accountable for property although the property may be physically located elsewhere.

Incidental Use – The unplanned use of property; occurs without intention or calculation. Usage is subordinate and non-essential to the primary and defined mission.

Inventoried Property - FFP with Demilitarization required codes of C, D, and F and for Demilitarization required property (Sensitive) B and Q with an integrity code other than 6. These items must be physically accounted for at least biennially and require USDA Forest Service approval for disposal. [Chapter 20-4](#)

Login – A unique identifier for an electronic system, assigned to an authorized person to gain access into a specific program.

Military Standard Requisitioning and Issue Procedures (MILSTRIP) – The requisition number when an item is acquired from DoD is often referred to as the MILSTRIP number. The 14-digit number consists of a 6-digit DODAAC, 4-digit Julian date, and 4-digit item number. Once a MILSTRIP has been authorized, the customer has been given the go ahead to remove the property item from the DLA Disposition Services Site. Also, known as the Requisition Number.

Modification – The practice of splitting property into multiple items, e.g. a generator set with a trailer could be split into 2 generators and 1 trailer; also, includes the practice of removing portions of an item, e.g. removing a dump truck bed from the dump truck to convert the item into a usable piece of fire equipment. Modification of items shall be documented in FEPMIS. [Chapter 20-7](#)

National Item Identification Number (NIIN) – A detailed code that identifies a specific item; 9 digits combined with the FSC code provides the NSN.

National Stock Number (NSN) - The 13-digit assigned identifying number that is used for Federal Government property.

Negligence - The failure to abide by Federal rules and regulations. Gross negligence is the intentional, willful, or wanton failure to exercise a reasonable degree of care to protect FFP property in one's custody in reckless disregard of the consequences of the actions. [Chapter 20-12](#)

Non-expendable Property - Property that has an expected life span of more than 2 years; and/or has a commercial value as an item or for its value in scrap content, same as durable property.

Non-inventoried Property – FFP *other than* property items with Demilitarization required codes of C, D, and F and for Demilitarization required property (Sensitive) B and Q with an integrity code other than 6.

Personal Property – Any property that can be moved from one location to another.

Property Management Officer (PMO) – USDA Forest Service regional representatives with responsibility for authorizing acquisition and disposal of FFP. Provides guidance and direction to State Cooperators'; ensures compliance of all Federal and USDA Forest Service regulations pertaining to the FFP program.

Public Agency – Any state, political subdivision thereof, including any unit of local government or economic development district; any department, agency, or instrumentality thereof, including instrumentalities created by compact or other agreement between states or political subdivisions; multi-jurisdictional sub state districts established by or pursuant to state law; or any Indian tribe, band, group, pueblo, or community located on a State reservation.

Recipient – Authorized FFP participant who has title/ownership of FFP property.

Re-issue – A function in FEPMIS used to move property from one assignment unit to another.

Repairable – Property that can be repaired for use; may be reutilized internally.

Report Number - The 14-digit number assigned by a Federal agency when an item is reported as excess. This number consists of a 6-digit DODAAC, 4-digit Julian date, and 4-digit item number. Also, known as the DTID.

Requisition Number – The 14-digit number assigned by the DLA Disposition Services when a MILSTRIP has been assigned. This number consists of a 6-digit DODAAC, 4-digit Julian date, and 4-digit item number. For FFP all requisition numbers will begin with H9FD01. Also, known as the MILSTRIP number.

Reportable Excess Personal Property - Demilitarization required codes of C, D, and F and for Demilitarization required property (Sensitive) B and Q with an integrity code other than 6. [Chapter 30](#)

Salvage - Property with an estimated cost of repair exceeding 65 percent of acquisition cost or standard price. Property has usable parts for cannibalization or resale value.

Scrap - Personal property that has no value except for its basic material content; includes waste. Property in this condition would not be repairable or have salvageable parts.

Screen – The act of searching for available property manually or electronically and request acquisition. The process of inspecting property or reviewing reports of property to determine whether property is usable or needed for utilization; either by paper or using on line tools.

Screener – Person given access to search and freeze excess property on-site, online, or from excess property catalogs, forms, and other sources.

Screener's Authorization - Identification used by non-Federal employees to gain access for on-site screening. A letter authorizing state cooperators to access DLA Disposition Services Sites and requisition and remove property; requires PMO approval. [Chapter 10-5](#)

Sensitive Property - Property which must be inventoried because of its Demilitarization requirements. Special disposal procedures are required and must be inventoried biennially. Demilitarization required B and Q property items with an integrity code other than 6. [Chapter 10-4](#)

Serviceable - Property that can be repaired for use; may be reutilized internally.

SF 97 Form – Federal form used to transfer title/ownership of personal property which requires licensing. SF 97 forms may be issued for scrap/salvage; however, the following statement must be stamped or typed on the top of the form: “For ownership only – no license is to be issued.” [Chapter 10-19](#)

State – One of the 50 states, the District of Columbia, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of Puerto Rico, and the Commonwealth of the Northern Mariana Islands.

Station – A term used in FEPMIS to identify locations where FFP may be assigned; may be a state agency, a volunteer or paid fire department.

Supplementary Address Code – A secondary AAC or DODAAC which provides the holding agency a different Ship-To-Address than the Primary DoDAAC's Address. Each screener is issued a Supplementary Address Code.

Transfer – The reassignment of personal property internally between authorized cooperators in the program.

Unserviceable Property - Property that is in scrap or salvage condition.

United States Department of Agriculture (USDA) – A department under the Executive Branch of Government. The Forest Service is a USDA agency.

Usable – Property that requires minimal or no repair to be put into service.

User – Authorized FFP participant who has custody of the item.

Warehousing - Managing stocks of inventoried and non-inventoried property. In FEPMIS a warehouse stores property prior to issue or disposal.