

AD Letter in Lieu of OF-346

File Code: 7130/5100

Date: _____

Subject: Authorization to operate Forest Service owned or leased motor vehicles

To: _____
(Name of AD Employee)

This authorization is in lieu of an OF-346 to allow you as a Government employee representing the _____ to operate Forest Service owned or leased vehicles, or equipment, for official business during your period of employment.

Defensive Drivers Course completed on: _____

You are authorized to operate the following:

Type vehicle and/or equipment	Capacity (GVWR, etc)

Restrictions: _____
(Example: None, Corrective Lenses, etc.)

Date of expiration: _____
(Recommended not to exceed duration of incident or thirty days)

This letter must be in your possession when operating a government motor vehicle or equipment, along with a valid State Driver's license for this authorization to be in effect.

Signature: _____

Title Issuing Official: _____