



GREAT BASIN TIRE REPLACEMENT GUIDANCE

Replacement tire(s) must meet vehicle specifications for size, load rating, speed rating and mission (i.e. off-road use). Ordering shall ensure tires received from the vendor meet the tire specifications requested. Any deviations must be approved by the incident prior to acceptance. Tires shall not have been manufactured more than 3 years prior to the request date.

Follow this procedure for replacement at the incident's expense when the resource believes the incident caused the damage:

1. Completion of Form OF-289, Property Loss and Damage, with the Great Basin Attachment. This form can be found at: <https://gacc.nifc.gov/gbcc/business.php>.
 - a. The resource requesting the replacement must complete the form with specific documentation regarding how the incident caused the tire damage/destruction.
 - b. All additional documentation and signatures shall be obtained (witness, supervisor, subject matter expert) prior to submission for approval.
 - c. Photos shall accompany the request whenever possible.
 - d. The Great Basin Tire Replacement Order Form shall accompany the request. This form can be found at: <https://gacc.nifc.gov/gbcc/business.php>.
2. Form OF-289 with Great Basin Attachment and all supporting documentation shall be presented to the approving official (i.e., Incident Business Advisor or Agency Administrator). Approving officials should take into consideration all provided documentation, statements and photos when making an approval determination. Refer to the document titled [Federal Agency Vehicle Property Damage - Incident Response Frequently Asked Questions](#) for guidance on incident tire replacement, and the definition for normal wear and tear of tires.
3. Tires will be ordered only when accompanied by the following:
 - a. Approved Form OF-289 with Great Basin Attachment
 - b. Great Basin Tire Replacement Order Form
 - c. Supply resource order number (S#) form. Resource order shall contain the number of tires approved, vehicle description for which tires are being purchased, tire vendor name/location, and purchasing method (buying team name, purchaser name, etc.).

Follow this procedure if payment will be made by the resource (with agency-specific funds):

1. Completion of the Great Basin Tire Replacement Order Form
2. Provide order form and payment information (fleet or card info etc.) to buying team.

TIRE INFORMATION AND INSPECTION

Pre-use inspection of contract equipment is mandatory. Out-of-service criteria for tire condition shall follow the OF-296 inspection form and the requirements of the applicable contract or agreement.

Some agencies have specific tire requirements that exceed DOT requirements (e.g. maximum tire age, minimum tread depth, etc.). Government-owned vehicles must comply with agency-specific tire requirements, where applicable.

Helpful links and references:

BLM tire information poster (includes useful information regarding tire size, load index/range, speed rating, tread depth and tire damage):

<https://www.nwcg.gov/sites/default/files/committee/docs/etc-tire-information-poster.pdf>

OF 296 Vehicle/Heavy Equipment Pre-Use Inspection Checklist (applicable to contractor-owned vehicles and equipment):

https://gacc.nifc.gov/nrcc/dc/mtmcc/DOCUMENTS/Logistics/OF-296_Equipment%20Inspection.pdf

ICS 212 Incident Demobilization Vehicle Safety Inspection checklist (applicable to government-owned and rented vehicles): https://www.nwcg.gov/sites/default/files/products/ics-forms/ics_212_wf.pdf