

PROPERTY LOSS/DAMAGE REPORT
Vendors, Contractors, & Employees
 Please fill out top portion of form



State of Alaska
 Department of Natural Resources
 Division of Forestry

Use blue ink
 Print legibly

Date received	
Received by	

Name and Address of Claimant	Claim Amount: \$
	Date of Loss/Damage:
	Date Claim Submitted:
	Phone # ()

Incident #/Name	RO#:	Email:
-----------------	------	--------

Item No.	Quantity	Description of item, attach photographs showing damage. List make, model and serial numbers for all equipment	Date Purchased	Original Purchase Price	Value Per Item	Amount Claimed
				\$	\$	\$
				\$	\$	\$
				\$	\$	\$

Two estimates are required for any item totaling \$3,000 or more, however Forestry reserves the right to require additional estimates.

Explanation. Explain in detail what happened. Provide factual evidence of the circumstances involving your loss. Include name, title and address of person or persons you believe contributed to your loss. Include witness statements, names, addresses and phone numbers when applicable. If more room is needed, use the back side of this form, or a separate sheet. No claim will be approved for replacement of items that can be reasonably repaired. Depreciation may apply on approved claims due to age of item. If Equipment hired Without Operator, include summary of damages claimed

Insurance. Was property insured? Please circle one: Yes No Has claim been submitted to your insurance company? Yes No

Claimant agrees that this claim amount (or proposed settlement amount, if applicable), if approved, satisfies all damages or loss for the item(s) listed above and claimant will hold the State harmless for future claims for item(s) listed above.

Claimant Signature:	Date:
---------------------	-------

Incident Representative Above Delegation - Recommend: Approve Deny Within Delegation: Approve Deny Amount: \$

Comments:

Name/Title: Signature: Date:

Area Forester Above Delegation - Recommend: Approve Deny Within Delegation: Approve Deny Amount: \$

Comments:

Name: Signature: Date:

Regional Forester Above Delegation - Recommend: Approve Deny Within Delegation: Approve Deny Amount: \$

Comments:

Name: Signature: Date:

Procurement Approve Deny Amount: \$

Comments:

Name: Signature: Date:

FY	Template	Function	Object	Amt. Approved	EMP ID	Date
				\$		
				\$		

If more room is needed for Comments attach a memo.

EMERGENCY EQUIPMENT – USE INVOICE

1. CONTRACTOR a. name and address b. EIN/SSN				2. INCIDENT OR PROJECT NAME				3. AGREEMENT NUMBER (from OF-294)			
				4. EFFECTIVE DATES OF AGREEMENT a. beginning				b. ending			
				5. EQUIPMENT (list make, model, serial number, etc.)				6. POINT OF HIRE (location when hired)			
9. ADMINISTRATIVE OFFICE FOR PAYMENT				7. DATE OF HIRE				8. TIME OF HIRE			
				10. THE WORK RATE IS BASED ON ALL OPERATING SUPPLIES BEING FURNISHED BY: <input type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)							
				11. OPERATOR FURNISHED BY <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> GOVERNMENT							
12. RESOURCE ORDER NUMBER											
13. YEAR		14. WORK OR DAILY RATE			15. SPECIAL RATE			16. TOTAL AMOUNT EARNED (14c + 15c)	17. GUARANTEE	18. AMOUNT (COLUMN 16 OR 17, WHICHEVER IS GREATER)	
MO	DA	a. UNITS WORKED (M/HR/DA)	b. RATE	c. AMOUNT	a. UNITS WORKED (M/HR/DA)	b. RATE	c. AMOUNT				
19. CHARGE CODE				20. OBJECT CODE				23. GROSS AMOUNT DUE			
21. EQUIPMENT WAS <input type="checkbox"/> RELEASED <input type="checkbox"/> WITHDRAWN DATE: _____ TIME: _____				24. ITEM 23 FROM PREVIOUS PAGE				25. TOTAL AMOUNT DUE			
22. REMARKS a. NO DAMAGE/NO CLAIMS				26. DEDUCTIONS (attach statement)				27. ADDITIONS (attach statement)			
				28. NET AMOUNT DUE							
				29. NOTE: CONTRACT RELEASE FOR AND IN CONSIDERATION OF RECEIPT OF PAYMENT IN THE AMOUNT SHOWN ON "NET AMOUNT DUE" LINE 28. CONTRACTOR HEREBY RELEASES THE GOVERNMENT FROM ANY AND ALL CLAIMS ARISING UNDER THIS AGREEMENT EXCEPT AS RESERVED IN "REMARKS" BLOCK 22.							
30. CONTRACTOR'S SIGNATURE				31. DATE		32. RECEIVING OFFICER'S SIGNATURE				33. DATE	
34. PRINT NAME AND TITLE				35. PRINT NAME AND TITLE							

STATE OF ALASKA
SUPERVISOR'S ACCIDENT INVESTIGATION REPORT

Name of Injured/Damaged Equipment/Property _____

Job or Activity at Time of Accident _____ Date of Accident _____

Exact Location _____ Time _____

1. **WHAT HAPPENED?** _____
_____ Tell what the employee was doing, how the accident occurred, and what thing directly injured the employee.

2. **WHY DID IT HAPPEN?** _____
_____ Get all the facts by studying the job and situation involved. Use the following factors to help you identify the condition responsible.
_____ **OPERATION FACTORS TO BE CONSIDERED:**
_____ *Proper Equipment* *Proper Material* *People*
_____ Selection Selection Selection
_____ Arrangement Placement Placement
_____ Use Handling Training
_____ Maintenance Use Supervision

3. **WHAT SHOULD BE DONE?** _____
_____ What action(s) will prevent similar accidents in the future?

4. **WHAT HAVE YOU DONE THUS FAR?** _____
_____ Take or recommend action, depending on your authority.

5. **HOW WILL THIS IMPROVE OPERATIONS?** _____
_____ How will it help us meet our objective – ACCIDENT PREVENTION?

6. **WHAT IS YOUR ESTIMATED COST OF THIS ACCIDENT?**
Cost of lost wage and medical expenses? _____
Damage to State property or equipment? _____
Damage to third parties, property and people? _____
TOTAL _____

Investigated By _____ Date _____

Unit/Division/Department _____
FORMS/INVESTIG

ALASKA MOTOR VEHICLE CRASH FORM 12-209

ED# **201607415**

CRASH INFORMATION (One choice per field unless otherwise noted. Other* should be explained in narrative)

Total # Vehicles	Crash Date	Time of Crash <input type="radio"/> am <input type="radio"/> pm	Crash Day <input type="radio"/> 01 MON <input type="radio"/> 02 TUE <input type="radio"/> 03 WED <input type="radio"/> 04 THU <input type="radio"/> 05 FRI <input type="radio"/> 06 SAT <input type="radio"/> 07 SUN	Crash occurred in (City / Borough)		
Name of Street or Highway		<input type="radio"/> Miles <input type="radio"/> Feet	North of: <input type="radio"/> East of: <input type="radio"/> South of: <input type="radio"/> West of: <input type="radio"/> At intersection with:	Name of Cross Street, Highway, Bridge, etc.		
Weather				Lighting		
<input type="radio"/> 01 Blowing dirt, snow	<input type="radio"/> 07 Sleet, hail (freezing rain)	<input type="radio"/> 01 Dark - lighted roadway	<input type="radio"/> 07 Not reported	<input type="radio"/> 01 Crossover	<input type="radio"/> 07 Roundabout	<input type="radio"/> 13 Other*
<input type="radio"/> 02 Clear	<input type="radio"/> 08 Severe crosswinds	<input type="radio"/> 02 Dark - not lighted	<input type="radio"/> 08 Unknown	<input type="radio"/> 02 Driveway	<input type="radio"/> 08 T - intersection	
<input type="radio"/> 03 Cloudy	<input type="radio"/> 09 Snow	<input type="radio"/> 03 Dark - unknown lighting		<input type="radio"/> 03 Not a junction	<input type="radio"/> 09 Y - intersection	
<input type="radio"/> 04 Fog/ smoke	<input type="radio"/> 10 Other*	<input type="radio"/> 04 Daylight		<input type="radio"/> 04 On ramp	<input type="radio"/> 10 Four way intersection	
<input type="radio"/> 05 Ice fog	<input type="radio"/> 11 Not reported	<input type="radio"/> 05 Twilight		<input type="radio"/> 05 Off ramp	<input type="radio"/> 11 Five point or more	
<input type="radio"/> 06 Rain	<input type="radio"/> 12 Unknown	<input type="radio"/> 06 Other*		<input type="radio"/> 06 Railway crossing	<input type="radio"/> 12 Unknown	

OFFICIAL USE ONLY
Location Control Reference Point

First Sequence of Events (what was the first thing you crashed into, or what was the first event that resulted in the crash. (CHECK ONLY ONE FOR EITHER COLLISION OR NON-COLLISION)

<input type="radio"/> 01 Aircraft	<input type="radio"/> 09 Ditch	<input type="radio"/> 17 Median barrier	<input type="radio"/> 25 Train	<input type="radio"/> 33 Cargo loss / shift	<input type="radio"/> 40 Overturn
<input type="radio"/> 02 Animal	<input type="radio"/> 10 Embankment	<input type="radio"/> 18 Moose	<input type="radio"/> 26 Tree / shrub	<input type="radio"/> 34 Crossed median / centerline	<input type="radio"/> 41 Ran off road
<input type="radio"/> 03 Bicyclist	<input type="radio"/> 11 Fence	<input type="radio"/> 19 Parked vehicle	<input type="radio"/> 27 Utility pole	<input type="radio"/> 35 Downhill runaway	<input type="radio"/> 42 Separation of units
<input type="radio"/> 04 Bridge / overpass	<input type="radio"/> 12 Guard rail face	<input type="radio"/> 20 Pedestrian	<input type="radio"/> 28 Vehicle in transit	<input type="radio"/> 36 Equipment failure	<input type="radio"/> 43 Other*
<input type="radio"/> 05 Bridge rail	<input type="radio"/> 13 Guard rail end	<input type="radio"/> 21 Sideswipe	<input type="radio"/> 29 Vehicle - rear end	<input type="radio"/> 37 Explosion / fire	<input type="radio"/> 44 Unknown
<input type="radio"/> 06 Crash cushion	<input type="radio"/> 14 Light support	<input type="radio"/> 22 Sign	<input type="radio"/> 30 Vehicle - head on	<input type="radio"/> 38 Immersion	
<input type="radio"/> 07 Culvert	<input type="radio"/> 15 Machinery	<input type="radio"/> 23 Snowberm	<input type="radio"/> 31 Vehicle - angle	<input type="radio"/> 39 Jackknife	
<input type="radio"/> 08 Curb / wall	<input type="radio"/> 16 Mail box	<input type="radio"/> 24 Traffic signal pole	<input type="radio"/> 32 Other fixed object		

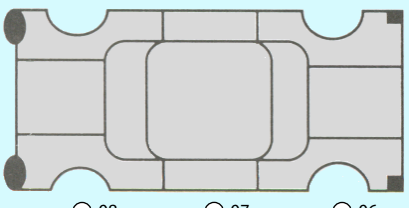
Location of First Sequence of Events (where did the crash happen first?)	Road Surface	Did police investigate this crash?
<input type="radio"/> 01 Bike lane	<input type="radio"/> 01 Dry	<input type="radio"/> Yes
<input type="radio"/> 02 Gore	<input type="radio"/> 02 Ice	<input type="radio"/> No
<input type="radio"/> 03 Median	<input type="radio"/> 03 Water	
<input type="radio"/> 04 Outside of trafficway	<input type="radio"/> 04 Sand, mud, oil	
<input type="radio"/> 05 Parking lot	<input type="radio"/> 05 Slush	
<input type="radio"/> 06 Roadside	<input type="radio"/> 06 Snow	
<input type="radio"/> 07 Roadway	<input type="radio"/> 07 Wet	
<input type="radio"/> 08 Shared use paths	<input type="radio"/> 08 Other*	
<input type="radio"/> 09 Shoulder		
<input type="radio"/> 10 Unknown		

YOUR DRIVER INFORMATION

Your Name (Vehicle Driver's Last Name, First Name, Middle Name)	Your Date of Birth	Your Contact Telephone	
Your Mailing Address	Your Driver License Number	Your Driver License State	Your Driver License Country
Your City	Your State	Your Zip Code	Your Residence Country

YOUR VEHICLE INFORMATION

Your Vehicle Damage	No. of Occupants	Your Vehicle Owner's Name (Last, First, Middle Initial)	Vehicle Owner's Telephone					
<input type="radio"/> 01 None / minor	<input type="radio"/> 03 Disabling	Your Vehicle Owner's Mailing Address						
<input type="radio"/> 02 Functional	<input type="radio"/> 04 Totaled	Your Vehicle Owner's City	Your Vehicle Owner's State	Vehicle Owner's Zip Code				
<input type="radio"/> 05 Unknown		Vehicle Year	Vehicle Make	Vehicle Model	License Plate #	Vehicle License State		
<input type="radio"/> 06		Your Vehicle's Direction of Travel				Damage Estimate		
<input type="radio"/> 07		<input type="radio"/> 01 North	<input type="radio"/> 02 South	<input type="radio"/> 03 East	<input type="radio"/> 04 West	<input type="radio"/> 05 Unknown	<input type="radio"/> Over \$501	
<input type="radio"/> 08		Your Vehicle Driver's Injury Status (vehicle passengers are listed on page 2)						
<input type="radio"/> 09		<input type="radio"/> 01 Fatal	<input type="radio"/> 02 Incapacitating	<input type="radio"/> 03 Non-incapacitating	<input type="radio"/> 04 Possible	<input type="radio"/> 05 None	<input type="radio"/> 06 Not reported	<input type="radio"/> 07 Unknown



Roadway Circumstances (that may have contributed to the crash)	Your Vehicle Action
<input type="radio"/> 01 Debris	<input type="radio"/> 01 Avoiding objects in road
<input type="radio"/> 02 Inoperative traffic device	<input type="radio"/> 02 Backing
<input type="radio"/> 03 Missing traffic device	<input type="radio"/> 03 Changing lanes
<input type="radio"/> 04 Obscured traffic device	<input type="radio"/> 04 Entering traffic lane
<input type="radio"/> 05 Obstruction in roadway	<input type="radio"/> 05 Leaving traffic lane
<input type="radio"/> 06 Shoulder	<input type="radio"/> 06 Making U-turn
<input type="radio"/> 07 Road surface condition	<input type="radio"/> 07 Merging
<input type="radio"/> 08 Ruts, holes, bumps	<input type="radio"/> 08 Out of control
<input type="radio"/> 09 School zone	<input type="radio"/> 09 Passing
<input type="radio"/> 10 Work zone	<input type="radio"/> 10 Parked
<input type="radio"/> 11 Worn, polished road surface	<input type="radio"/> 11 Skidding
<input type="radio"/> 12 None	<input type="radio"/> 12 Slowing
<input type="radio"/> 13 Other*	<input type="radio"/> 13 Starting in traffic
<input type="radio"/> 14 Unknown	<input type="radio"/> 14 Stopped
<input type="radio"/> 15 Straight ahead	
<input type="radio"/> 16 Turning right	
<input type="radio"/> 17 Turning left	
<input type="radio"/> 18 Other*	
<input type="radio"/> 19 Unknown	
Traffic Control	Vehicle Configuration
<input type="radio"/> 01 Flashing signal	<input type="radio"/> 01 Dog sled
<input type="radio"/> 02 No traffic controls	<input type="radio"/> 02 Light truck (4 tires)
<input type="radio"/> 03 Road construction signs	<input type="radio"/> 03 Motorhome
<input type="radio"/> 04 RR crossing device	<input type="radio"/> 04 Motorcycle
<input type="radio"/> 05 School zone signs	<input type="radio"/> 05 Off highway vehicle
<input type="radio"/> 06 Stop sign	<input type="radio"/> 06 Passenger car
<input type="radio"/> 07 Traffic control signal	<input type="radio"/> 07 Pedalcycle
<input type="radio"/> 08 Warning signs	<input type="radio"/> 08 Pedestrian
<input type="radio"/> 09 Officer / Flagman / Guard	<input type="radio"/> 09 Other*
<input type="radio"/> 10 Yield sign	<input type="radio"/> 10 Unknown
<input type="radio"/> 11 Other*	
<input type="radio"/> 12 Unknown	

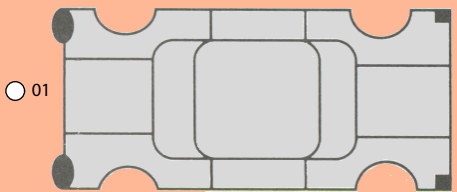
CRASH DESCRIPTION (Write a brief narrative describing the crash)

ALASKA MOTOR VEHICLE CRASH FORM 12-209

OTHER DRIVER'S INFORMATION

Other Driver's Name (Last Name, First Name, Middle Name)			Other Driver's Date of Birth	Other Driver's Contact Telephone
Other Driver's Mailing Address		Other Driver's License #	Other Driver's License State	Other Driver's License Country
Other Driver's Mailing Address City	Other Driver's State	Other Driver's Zip Code	Other Driver's Residence Country	

OTHER DRIVER VEHICLE INFORMATION

Other Vehicle Damage		Other Vehicle No. of Occupants	Other Vehicle Owner's Name (Last, First, Middle Initial)		Other Vehicle Owner's Telephone
<input type="radio"/> 01 None / minor <input type="radio"/> 02 Functional <input type="radio"/> 03 Disabling <input type="radio"/> 04 Totaled <input type="radio"/> 05 Unknown		<input type="text"/>	Other Vehicle Owner's Mailing Address		
<input type="radio"/> 02 <input type="radio"/> 03 <input type="radio"/> 04 			Other Vehicle Owner's City	Other Vehicle Owner's State	Other Vehicle Owner's Zip
Vehicle Year	Vehicle Make	Vehicle Model	License Plate #	Vehicle License State	
Other Vehicle's Direction of Travel					Damage Estimate
<input type="radio"/> 01 North <input type="radio"/> 02 South <input type="radio"/> 03 East <input type="radio"/> 04 West <input type="radio"/> 05 Unknown					<input type="radio"/> Over \$501
Other Vehicle Driver's Injury Status (vehicle passengers are listed below)					
<input type="radio"/> 01 Fatal <input type="radio"/> 02 Incapacitating <input type="radio"/> 03 Non-incapacitating <input type="radio"/> 04 Possible <input type="radio"/> 05 None <input type="radio"/> 06 Not reported <input type="radio"/> 07 Unknown					

Other Driver's Roadway Circumstances (that may have contributed to the crash)			Other Driver's Vehicle Action		
<input type="radio"/> 01 Debris <input type="radio"/> 02 Inoperative traffic device <input type="radio"/> 03 Missing traffic device <input type="radio"/> 04 Obscured traffic device <input type="radio"/> 05 Obstruction in roadway <input type="radio"/> 06 Shoulder <input type="radio"/> 07 Road surface condition <input type="radio"/> 08 Ruts, holes, bumps <input type="radio"/> 09 School zone <input type="radio"/> 10 Work zone <input type="radio"/> 11 Worn, polished road surface <input type="radio"/> 12 None <input type="radio"/> 13 Other* <input type="radio"/> 14 Unknown			<input type="radio"/> 01 Avoiding objects in road <input type="radio"/> 02 Backing <input type="radio"/> 03 Changing lanes <input type="radio"/> 04 Entering traffic lane <input type="radio"/> 05 Leaving traffic lane <input type="radio"/> 06 Making U-turn <input type="radio"/> 07 Merging <input type="radio"/> 08 Out of control <input type="radio"/> 09 Passing <input type="radio"/> 10 Parked <input type="radio"/> 11 Skidding <input type="radio"/> 12 Slowing <input type="radio"/> 13 Starting in traffic <input type="radio"/> 14 Stopped <input type="radio"/> 15 Straight ahead <input type="radio"/> 16 Turning right <input type="radio"/> 17 Turning left <input type="radio"/> 18 Other* <input type="radio"/> 19 Unknown		

Other Driver's Traffic Control (traffic control for the other driver may have been different from yours)			Other Driver's Vehicle Configuration		
<input type="radio"/> 01 Flashing signal <input type="radio"/> 02 No traffic controls <input type="radio"/> 03 Road construction signs <input type="radio"/> 04 RR crossing device <input type="radio"/> 05 School zone signs <input type="radio"/> 06 Stop sign <input type="radio"/> 07 Traffic control signal <input type="radio"/> 08 Warning signs <input type="radio"/> 09 Officer / Flagman / Guard <input type="radio"/> 10 Yield sign <input type="radio"/> 11 Other* <input type="radio"/> 12 Unknown			<input type="radio"/> 01 Dog sled <input type="radio"/> 02 Light truck (4 tires) <input type="radio"/> 03 Motorhome <input type="radio"/> 04 Motorcycle <input type="radio"/> 05 Off highway vehicle <input type="radio"/> 06 Passenger car <input type="radio"/> 07 Pedalcycle <input type="radio"/> 08 Pedestrian <input type="radio"/> 09 Other* <input type="radio"/> 10 Unknown		

INJURY SECTION (Fill in the name of injured person, injury status, telephone number, and which vehicle they occupied when the crash occurred)			
Name	Injury Status	Telephone	Vehicle License
	<input type="radio"/> 02 Incapacitating <input type="radio"/> 03 Non-incapacitating <input type="radio"/> 04 Possible <input type="radio"/> 05 None <input type="radio"/> 07 Unknown		
	<input type="radio"/> 02 Incapacitating <input type="radio"/> 03 Non-incapacitating <input type="radio"/> 04 Possible <input type="radio"/> 05 None <input type="radio"/> 07 Unknown		
	<input type="radio"/> 02 Incapacitating <input type="radio"/> 03 Non-incapacitating <input type="radio"/> 04 Possible <input type="radio"/> 05 None <input type="radio"/> 07 Unknown		
	<input type="radio"/> 02 Incapacitating <input type="radio"/> 03 Non-incapacitating <input type="radio"/> 04 Possible <input type="radio"/> 05 None <input type="radio"/> 07 Unknown		

YOUR INSURANCE INFORMATION		CERTIFICATE OF INSURANCE				Failure to complete the Certificate of Insurance could result in the suspension of your driver's license)	
CRASH INFORMATION		Crash Date		Crash Location			
DRIVER INFORMATION		Your Name (Driver's Last Name, First Name, Middle Initial)		Your Date of Birth	Your Driver's License Number	Your Driver's License State	
		Your Mailing Address		Your City	Your State	Your Zip Code	Your Contact Telephone
VEHICLE OWNER INFORMATION		Vehicle Owner's Name (Last Name, First Name, Middle Initial)		Owner's Date of Birth	Owner's License Number	Owner's License State	
		Vehicle Owner's Mailing Address		Owner's City	Owner's State	Owner's Zip Code	Owner's Contact Telephone
VEHICLE INFORMATION		Vehicle year	Vehicle make	Vehicle model	License plate #	Vehicle License State	Vehicle Identification Number (VIN)
INSURANCE INFORMATION		Did you have a current automobile liability policy in effect covering this accident? <input type="radio"/> YES <input type="radio"/> NO					
		Insurance Company or Insurance Carrier Name				Insurance Policy Number	
		Address and Telephone Number of Insurance Agent			Insurance Policy Period: FROM	TO	
SIGNATURE		YOUR SIGNATURE					

Insurance Verification: If the motor vehicle liability insurance policy listed above was not in effect for the motor vehicle listed at the time of the crash indicated above, the insurance company is to complete the following and return this form to the Division of Motor Vehicles at the address listed on the bottom right corner on page 2 of this form. If indicated coverage was in effect at the time of the crash, no action is required.

REASON FOR DENIAL:

- Policy expired before crash
- Driver is not covered on policy
- Policy effective after crash
- Lapse in policy
- Policy number does not correspond

Alaska Motor Vehicle Crash Form

Authorized Representative Signature / Date

MAIL ADDRESS THIS FORM TO:

DMV Main Office
P.O. Box 110221
Juneau, AK 99811-0221
BZa W 907 465 4361
85j (+) 82 7 11