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## Annual FIS Evaluation

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The annual FIS evaluation is done with the shop and superintendent. They will thoroughly discuss any changes needing to be made regarding the trucks used in the field. It is also a part of the box truck reset if anything is changed.

1. Cameron Johnson and Amy Kennedy will pull up the existing FIS spreadsheet and go through each item listed one by one. They will attempt to complete this annually between October and the end of winter.
  - Changes made to the FIS are strongly encouraged to happen during the annual review as when a change is made, it must take effect immediately on all trucks. Making a change like this is difficult to do having numerous trucks out in the field during the week and weekends.
2. The superintendents are looking over all items determining the following:
  - Items needing to be removed
  - Items that need to be added
  - Items that need to be replaced due to the availability of the product
  - Items commonly red tagged
  - Overuse of certain items
3. A walkthrough will be done of a staged truck to ensure there is available space for any changes made.

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### Example of changes made to the FIS:

During the 2022 year, We had used “No Residue” Ducktape which was discontinued. This caused FORJAK to find a backup item and determined the steps following to ensure this was a product that we could have proper availability for the following year.

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Version #1.0



Approved by: Cameron Johnson



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