



**NORTHERN ROCKIES COORDINATING GROUP (NRCG)  
INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK  
SUPPLEMENT**

**CHAPTER 70 – CLAIMS**

**Supplement No:** NR-2017-7

**Effective Date:** April 1, 2017

**Duration:** Effective until superseded or removed

**Approved:**

*/s/ Mike Granger*

**MIKE GRANGER**  
**Chair**

**Posting Instructions:** Post by document, remove entire document, and replace with this supplement. Retain this transmittal as first page of document.

<b>New Document</b>	NR-2017-7	2 Pages
<b>Superseded Document(s) by Issuance Number and Effective Date</b>	NR-2016-7 (4/1/2016)	2 Pages

**Digest:**

- Deleted outdated reference for FS Employee Claims guidance “Items Required, Permitted, or Not Recommended for Employee Possession in Emergency Response Incidents”, referenced as Forest Service Handbook 6509.11h.

**1 CLAIMS FILING**

2 State of Montana Claims. Claims arising under the jurisdiction of the State of Montana are  
3 negotiated by the responsible line officer or his or her designee, who must be on the approved  
4 DNRC Signers List. For comprehensive information on handling claims against DNRC, see the  
5 DNRC 300 Incident Business Management Manual, or contact the Business Management  
6 Bureau, Forestry Division, Department of Natural Resources and Conservation, 2705 Spurgin  
7 Road, Missoula, Montana 59804; office phone: (406) 542-4300.

8 State of Idaho Claims. Settlements arising under the jurisdiction of the State of Idaho must be  
9 submitted in writing to the IDL host agency. The IDL host agency will submit the claim  
10 documentation to the Fire Business Program Manager, Bureau of Fire Management, who may  
11 settle the claim or forward it to Risk Management for final determination. Claims may also be  
12 submitted in writing to the Fire Business Program Manager, Bureau of Fire Management, 3284  
13 West Industrial Loop, Coeur d'Alene, ID 83815-6021; office phone: (208) 769-1525.

14 State of North Dakota Claims. Claims against the state must be made in writing to the Director  
15 of Office of Management and Budget. The claim must be filed within 180 days of when the  
16 alleged incident was discovered or reasonably should have been discovered. Claim forms may  
17 be requested from the Office of Management and Budget, 600 East Boulevard Avenue,  
18 Department 110, Bismarck, ND 58505-0400; phone: (701) 328-4904.

**19 EMPLOYEE CLAIMS**

20 DNRC Fire Business Manual – Section 300 – Appendix document: ‘Items Required, Permitted,  
21 or Not Recommended’  
22 [http://dnrc.mt.gov/divisions/forestry/docs/fire-and-aviation/manuals/300manual/appendix/app62-  
23 63itemsrequired.pdf](http://dnrc.mt.gov/divisions/forestry/docs/fire-and-aviation/manuals/300manual/appendix/app62-63itemsrequired.pdf)