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<b>Signature of Director, EHS Provincial Programs:</b> <i>Paula Poivri</i>			<b>Signature of Senior Manager, EHS MFR Services:</b> <i>Kathleen McRae</i>		

**1.0 Purpose:**

1.1 To provide logistics and support for the new MFR agency.

**2.0 Procedure:**

- 2.1 EHS MFR Services will notify the MFR agency within five (5) business days of approval.
- 2.2 EHS MFR Services will procure the allotted equipment.
- 2.3 EHS MFR Services will arrange to have the equipment delivered to the sponsored agency and have the MFR agency sign the appropriate forms for equipment acceptance.
- 2.4 EHS MFR Services will provide re-ordering forms, PCRs, etc.
- 2.5 EHS MFR Services will set up a meeting with the local EHS Ground Ambulance Supervisor to meet the new MFR agency.
- 2.6 The new agency will complete and forward level of service response form as per Program Document No. 12002.00.