



To: All AMR Contra Costa Employees
From: Kyle West, Deputy Operations Manager
Date: September 14, 2022,

RE: New Fuel Card

We have received replacement fuel cards for a portion of the fleet. The replacement fuel cards operate the same way as the previous version. Your assigned pin number for the replacement card are the last 5 digits of your AMR issued employee number. Please forward any questions to your division Supervisor. Thank you.

How to Use:

- Slide the card
- Enter the odometer reading
- Enter the last 5 digits of your AMR issued employee number. This is your new pin number for the replacement cards only. (Note: The WEX fuel cards will continue to use your current pin number)
- Return the fuel card to the blue pouch and store safely inside the ambulance



CC: Troy Vincent, Clinical Manager
Scott Newlin Jr, Operations Manager
EMS Supervisors