

**2015 ALASKA**  
**MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT**  
**AND STAFFORD ACT RESPONSE AGREEMENT**

*Between*

**UNITED STATES DEPARTMENT OF THE INTERIOR**

**BUREAU OF INDIAN AFFAIRS**

**Alaska Region**

Agreement # SE00440006

DUNS No. 070395728

**BUREAU OF LAND MANAGEMENT**

**Alaska State Office**

Agreement # BLM MOU AK-2015-002

DUNS No. 062740881

**U.S. FISH AND WILDLIFE SERVICE**

**Alaska Region**

Agreement # AK-2015-FM-0001

DUNS No. 151157950

**NATIONAL PARK SERVICE**

**Alaska Region**

Agreement # P15AC01011

DUNS No. 618156384

**UNITED STATES DEPARTMENT OF AGRICULTURE**

**U.S. FOREST SERVICE**

**Alaska Region**

Agreement # 15-FI-11100100-016

DUNS No. 929332484

**STATE OF ALASKA**

**DEPARTMENT OF NATURAL RESOURCES**

Agreement # MI-15-014

DUNS No. 103328576



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## AUTHORITIES

Alaska National Interest Lands Conservation Act of December 2, 1980 (94 Stat. 2371; 16 U.S.C. Ch. 51)  
Alaska Native Claims Settlement Act of December 18, 1971 (85 Stat. 688; 43 U.S.C. 1601)  
Alaska Statutes 41.15.010 – 41.15.170  
Bureau of Indian Affairs Act, as amended (67 STAT. 495;16 U.S.C.1b)  
Cooperative Forestry Assistance Act of July 1, 1978, as amended (16 U.S.C. 2101-2114, PL95-313)  
Cooperative Funds Act of June 30, 1914 (16 U.S.C. 498 as amended by PL 104-107)  
Cooperative Funds and Deposits Act of Dec 12, 1975 (P.L. 94 148, 16 U.S.C. 565 A1 – A3)  
Department of the Interior Manual, Part 620: Wildland Fire Management (620 DM 2)  
Department of the Interior and Related Agencies Appropriations Act, 1999, as included in P.L. 105-277, section 101(e)  
Department of the Interior and Related Agencies Appropriations Acts  
Disaster Relief Act of May 22, 1974 (42 U.S.C. 5121 as amended)  
Economy Act of June 30, 1932 (31 U.S.C., 1535 as amended, PL 97-258 and 98-216)  
Food, Conservation, and Energy Act of 2008 (Pub. L. 110–234, H.R. 2419, 122 Stat. 923)  
Federal Land Policy and Management Act of Oct. 21, 1976 (P.L.94 579; 43 U.S.C.)  
Granger-Thye Act of April 24, 1950 (16 U.S.C., Sec 572)  
Homeland Security Act of 2002 (H.R. 5005-8)  
Homeland Security Presidential Directive-5  
National Forest Management Act of 1976 (16 U.S.C. 1600)  
National Indian Forest Resources Management Act (P.L. 101-630, Title III)  
National Park Service Act, as amended (67 Stat. 495; 16 U.S.C. 1b)  
National Wildlife Refuge Administration Act of 1966 (16 U.S.C. 668dd-668ee, 80 Stat. 927, as amended)  
National Wildlife Refuge System Improvement Act of 1997 (P.L. 105-57)  
NPS Organic Act (16 U.S.C.1)  
Post-Katrina Emergency Management Reform Act of 2006. (P.L 109-295, 120 Stat. 1355)  
Protection Act of September 20, 1922 (42 Stat. 857; 16 U.S.C. 594)  
Reciprocal Fire Protection Act of May 27, 1955, as amended (69 Stat. 66; 42 U.S.C. 1856 A, PL 84-46)  
Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288)  
Service First, Section 330 of the Department of the Interior and Related Agencies Appropriations Act of 2001, Pub. L. 106-291, 114 Stat. 996, 43 U.S.C. sec. 1701 note, as amended  
Taylor Grazing Act of June 28, 1934 (48 Stat. 1269; 43 U.S.C. 315)  
Tribal Self-Governance Act of 1994 (P.L. 103-413; 25 U.S.C. 458aa et seq)  
Watershed Restoration and Enhancement Act of 1998 (P.L. 105-77)  
Fish and Wildlife Coordination Act (16 USSC 661)  
Intergovernmental Personnel Act (5 U.S.C. 3371 & 3372)



## PURPOSE

The purpose of this Master Cooperative Wildland Fire Management Agreement (hereinafter called this Agreement) is to document the commitment of the Parties to this Agreement to improve efficiency by facilitating the coordination and exchange of personnel, equipment, supplies, services, and funds among the Parties to this Agreement in sustaining wildland fire management activities, such as prevention, preparedness, communication and education, fuels treatment and hazard mitigation, fire planning, response strategies, tactics and alternatives, suppression and post-fire rehabilitation and restoration. It will also be the basis from which the United States Department of the Interior (DOI) agencies implement *DOI Manual 620 (620 DM)* and for United States Department of Agriculture Forest Service (USFS) to implement *Forest Service Manual 5100*.

This Agreement does not supersede individual agency policies and requirements. Where available, the unit fire management plans should be used in conjunction with this agreement and its associated annual operating plan to reference supplemental fire management information applicable to that unit.

In addition to improving efficiency in addressing wildland fire management activities, this agreement facilitates improved coordination regarding other incidents. The National Response Framework (NRF) applies to all Federal departments and agencies that may be requested to provide assistance or conduct operations during all-hazard events. However, this agreement **ONLY** covers all-hazard events that are, or may become, declared as emergencies or major disasters that occur under the auspices of a Presidential Declaration of Emergency or Major Disaster under the Stafford Act, which may include wildland fire management and non-wildland emergencies or major disasters. These events also require a coordinated response by an appropriate combination of State and Tribal entities, along with the Federal Agencies.

This Agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the Federal Emergency Management Agency (FEMA) in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities.

## PARTIES TO THE AGREEMENT

The Parties to this Agreement are:

- The State of Alaska, Department of Natural Resources, hereinafter called “DNR”; and
- The United States Department of Agriculture Forest Service, Alaska Region (Region 10), hereinafter called “USFS”; and
- The DOI, Bureau of Indian Affairs, Alaska Region, hereinafter called “BIA”; and
- The DOI, Bureau of Land Management, Alaska, hereinafter called “BLM” and the Bureau of Land Management, Alaska Fire Service, hereinafter called “AFS”; and
- The DOI, Fish and Wildlife Service, Alaska Region (Region 7), hereinafter called “FWS”; and
- The DOI, National Park Service, Alaska Region, hereinafter called “NPS.”

The USFS, BIA, BLM including AFS, FWS, and NPS may hereinafter be jointly called the "Federal Agencies." The Federal Agencies and DNR will hereinafter be referred to as the "Parties to this Agreement."



## TERMINOLOGY, EXHIBITS, AND SUPPLEMENTS

### 1. Terminology:

Words and phrases used herein may have different meanings or interpretations for different readers. To establish a "common" understanding, words and phrases as used herein are defined in the Glossary attached as *Exhibit A: Glossary of Terms*. Acronyms used herein are defined in *Exhibit J: Acronyms*. The hierarchy of terminology will be those defined in law, those defined in policy, those defined in this Agreement and then all other agency and interagency documentation.

The applicable definitions for the responses to wildland fire or the Stafford Act correspond to the *National Wildfire Coordinating Group (NWCG) Glossary of Wildland Fire Terminology*, found on the NWCG web-page (<http://www.nwcg.gov/>, or by direct link at <http://www.nwcg.gov/pms/pubs/glossary/index.htm>), and the Stafford Act Response terminology available in *Exhibit I: Stafford Act Glossary of Terms* and at the FEMA NRF Resource Center glossary (<http://www.fema.gov/pdf/emergency/nrf/nrf-glossary.pdf>).

### 2. Incorporation of exhibits into Agreement:

The following exhibits are hereby incorporated into this Agreement:

Exhibit A	Glossary of Terms
Exhibit B	Points of Contact
Exhibit C	Alaska Statewide Annual Operating Plan (AOP) Incorporated by reference into AOP: <ul style="list-style-type: none"><li>• Alaska Interagency Mobilization Guide (AIMG)</li><li>• Alaska Interagency Wildland Fire Management Plan (AIWFMP)</li></ul>
Exhibit D	Reimbursable Billings and Payments
Exhibit E	Sample Project and Financial Plan
Exhibit F	Sample Cost Share Agreement with Instructions
Exhibit G	Supplemental Fire Department Resources Template (Currently not applicable in Alaska)
Exhibit H	Use of and Reimbursement for Shared Resources in Stafford Act Response Actions
Exhibit I	Stafford Act Glossary of Terms
Exhibit J	Acronyms

Several of the referenced exhibits (E, F, G, and H) are intended to be used as templates and as such completion and/or execution of those exhibits do not require formal modification to this Agreement. Also, as necessary, the parties may introduce new or revised exhibits at the geographic, statewide, or sub-geographic areas as a component of the Operating Plans without necessitating a formal modification to this Agreement, so long as they do not conflict with the provisions of this Agreement.

**3. Acknowledgement of supplements to the agreement:**

Supplements to this Agreement, AOPs, Project and Financial Plans, and Cost Share Agreements will further describe working relationships, financial arrangements, and joint activities not otherwise specified under the terms of this Agreement.

**4. Hierarchy and precedence for agreements, exhibits, operating plans, etc.:**

Any inconsistencies in this Agreement and attachments shall be resolved by giving precedence in the following order:

**a) This Agreement**

This Agreement applies statewide to all signatories and serves as the basis for interagency relationships. The DNR Commissioner and the Alaska directors of the Federal Agencies are the signatories on behalf of their agency and administrative units.

**b) Alaska Statewide Annual Operating Plan (Statewide AOP)**

Exhibit C: Alaska Statewide Annual Operating Plan further defines statewide interagency working relationships, roles, responsibilities, standards, and expectations. It provides for a consistent approach to fire operations with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication. It addresses issues affecting cooperation, protocols, financial arrangement and joint activities. The *AIWFMP* and the *AIMG* are incorporated by reference into *Exhibit C: Alaska Statewide Annual Operating Plan*. It will be updated annually to address issues and concerns.

**c) Administrative Unit Fire Management Plans (UFMP)**

The UFMP references and cites agency and unit fire management policies. It addresses the unit's enabling legislation and purpose, includes a summary of the significant resources and values of the unit, and identifies, in broad programmatic terms, the direction found in the land and resource management plans, such as goals, objectives, standards, guidelines, and/or desired future condition(s) as they pertain to fire management. The UFMP is the primary reference for decision support documentation for an incident on that unit.

## **PERIOD OF PERFORMANCE**

**1. Commencement/Expiration:**

The term of this Agreement shall commence on the dates Parties sign below and shall remain in effect for five years from that date or until replaced.

**2. Modifications:**

Modifications within the scope of this Agreement shall be made by mutual consent of the Parties to the Agreement, by the issuance of a written modification, signed and dated by all Parties to the Agreement, prior to any changes being performed. No Party is obligated to fund any changes not properly approved in advance.

**3. Termination:**

Any party to the Agreement shall have the right to terminate its participation under this Agreement by providing one-year advance written notice to the other Parties.

**4. Annual Review:**

If deemed necessary, prior to March 15 the Parties to this Agreement will meet and review matters of mutual concern. AOPs, at all levels, will be reviewed annually and, if necessary, revised.

**5. Previous Agreements Superseded:**

This Agreement supersedes the following:

- 2005 BLM-NPS Intra-agency Agreement BLM No. LB1062000, NPS No. F9915060002
- 2006 BLM-FWS Memorandum of Agreement BLM No. 2006-10, FWS No. 701816K414
- 2006 Intra-agency BLM-BIA Agreement BLM NO. LBI062011, BIA No. 6E00440038
- 2007 Interagency Cooperative Fire Protection Agreement between the USFS and AFS, USFS No. 07FI-11100200-002, BLM No. LAI-010008
- 2007 Interagency Cooperative Fire Protection Agreement between the USFS and DNR, USFS No. 07CA-111001000-006, DNR No. AKDF 07 0003
- 2010 Alaska Master Cooperative Wildland Fire Management and Stafford Act Response Agreement

Existing supplemental agreements and operating plans may remain in effect to the extent that they do not conflict with the provisions of this Agreement, but only until such time that all activities and conditions covered by those agreements or plans can be incorporated into geographic, statewide, or sub-geographic area operating plans provided for under this Agreement.



## RECITALS

**1. Intermingled or Adjacent Lands:**

Lands for which the DNR is statutorily responsible for wildland fire protection in Alaska, and the lands for which the respective Federal Agencies are responsible, are intermingled or adjacent in some areas, and wildland fires on these intermingled or adjacent lands may present a threat to the lands of the other.

**2. Parties to this Agreement:**

The Parties to this Agreement maintain fire protection and/or fire management organizations.

**3. Coordinated Efforts:**

It is to the mutual advantage of the Parties to this Agreement to coordinate efforts for the prevention, detection and response to wildfires, fuels management, suppression, non-wildland fire emergencies (as authorized), and cooperative projects for resource and protection objectives in and adjacent to their areas of responsibility, and to limit duplication and improve efficiency and effectiveness.

The Parties agree that wildland fire protection services are best managed by designation of defined protection areas with the primary intention of providing cost effective suppression services and minimizing unnecessary duplication of suppression systems (620 DM 2.4). Each of the protection areas will have an assigned agency that provides operational and tactical oversight.

**4. State Resource Availability:**

It is the intent of the Parties to this Agreement that the DNR and their cooperating resources be available to assist in fire management activities on all federal lands, and on other lands upon which the Federal Agencies are responsible to protect.

**5. Federal Resource Availability:**

It is the intent of the Parties to this Agreement that federal resources be available to assist in fire management activities on all state, municipal and private lands the DNR is responsible to protect.

**6. National Interagency Agreement for Wildland Fire Management:**

The USFS, BLM, BIA, NPS, and FWS have entered into a national Interagency Agreement for Wildland Fire Management to cooperate in all aspects of fire management.

**7. Local Resource Availability:**

It is noted that local fire resources are often mobilized within a state pursuant to a separate state MOU or agreement with local fire departments or fire organizations, with reimbursement handled according to the terms detailed within that MOU or agreement.

**8. Stafford Act Responses:**

It is expected that all federal, state and local agencies will coordinate assistance and operations during Stafford Act responses by following the procedures and requirements established in the National Response Framework (NRF). This agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the Federal Emergency Management Agency (FEMA) in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities.

NRF activities will be accomplished utilizing established dispatch coordination concepts. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels. Some state and local resources are limited by statute to wildland fire response, requiring the governor to specifically approve mobilization outside of their state for non-fire emergencies. State emergency declarations and responses for all hazard and non-Stafford Act responses are outside the scope of this agreement.

**9. Responsibilities:**

The Responsibilities of the Parties to this Agreement will be identified further in Exhibit C: Alaska Statewide Annual Operating Plan and shall be distinguished as follows:

**a) Jurisdictional Agency:**

The Jurisdictional Agency is the agency having overall land and resource management responsibility for a specific geographical or functional area as provided by federal or state law. Under no circumstances may a Jurisdictional Agency abdicate legal responsibilities as provided by federal or state law.

*“Nothing herein relieves agency administrators of the responsibility and accountability for activities occurring on their respective land.” (620 DM 2.4A)*

*“Each agency will continue to use its delegated authority for the application of wildland fire management activities such as planning, education and prevention, use of prescribed fire, establishing emergency suppression strategies, and setting emergency suppression priorities for wildland suppression organizations on respective agency lands.” (620 DM 2.4C)*

The Jurisdictional Agencies are:

- For the Tongass and the Chugach National Forests, the USFS is the Jurisdictional Agency.
- For DOI-administered lands, Jurisdictional Agencies are BIA, BLM, FWS, and NPS.
- For State, private and municipal lands, the DNR is the Jurisdictional Agency. (*DNR Department Order 113*)

For Alaska Regional and Village Native Corporation lands conveyed under Alaska Native Claims Settlement Act, the Native Corporation who has the surface rights is the Jurisdictional Agency; however, when necessary, AFS may act as the Jurisdictional Agency representative for those Native Corporation lands.

**b) Protecting Agency:**

The Protecting Agency is the agency responsible for providing and coordinating safe, cost-effective emergency wildland fire suppression services within a specific geographical area pursuant to its responsibility as specified and provided by law, policy, or this Agreement. Suppression is defined as a management action intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread.

The Protecting Agencies are divided into geographic units that are responsible for all wildfire suppression services and other - services as provided by this agreement within that

geographic unit: the DNR units are called “Areas”; the AFS units are “Zones” and the USFS units are “Forests”.

Under this Agreement, each Protecting Agency agrees to act as an agent of the other within their Protection Area and this Agreement delegates the authority for each agency to provide wildland fire protections services to all the jurisdictional agencies within their Protection Area. Protection Areas are addressed in Clause 19 of this agreement. The agencies accountable for compliance and performance of the delegated authority for wildland fire protection services under this Agreement are the AFS, DNR and USFS. The Protecting Agencies’ inherent responsibilities are based on the following:

The DNR has the responsibility, pursuant to *Alaska Statute (AS) 41.15.010*, to provide protection from wildland fire and other destructive agents, commensurate with the values at risk, on land that is owned privately, by the state, or by a municipality. *Statute 41.15.030 (a)* authorizes the commissioner to enter into protection contracts.

The AFS has the responsibility, pursuant to *620 DM 2.4*, to provide safe, cost-effective emergency wildland fire suppression services in support of land, natural and cultural resource management plans on DOI administered land and on those lands that require protection under the *Alaska Native Claims Settlement Act, as amended (43 U.S.C.1620(e))*. In addition, by agreement, AFS provides wildland fire and fuels management services on specified lands to the U.S. Army-Alaska.

The USFS has the responsibility, pursuant to the *Organic Administration Act, June 4, 1897 (16 U.S.C. 551)*, for wildland fire management on all lands administered by the Tongass and Chugach National Forests.

Structure fires and fires contained within dumps are the responsibility of local fire departments and are outside the scope of this Agreement.

**c) Supporting Agency:**

Any agency or entity, including agencies and entities not party to this agreement, which provides suppression or other support and resource assistance to a Protecting Agency.



**In consideration of the mutual commitments and conditions herein, it is agreed as follows:**

## **INTERAGENCY COOPERATION**

### **10. Coordinating Groups:**

#### **a) Alaska Wildland Fire Coordinating Group (AWFCG):**

The Alaska Wildland Fire Coordinating Group (AWFCG) group provides coordination and recommendations for all interagency fire management activities in Alaska. Membership, procedures, and guidelines are documented in the *AWFCG Memorandum of Understanding and Standard Operating Procedures* available at <http://fire.ak.blm.gov/administration/awfcg.php>

#### **b) Alaska Multi-agency Coordination Group (AMAC):**

The Alaska Multi-Agency Coordination Group (AMAC) provides a forum to discuss actions to be taken to ensure that an adequate number of resources are available to meet anticipated needs and to allocate those resources most efficiently. When activated and as warranted, the AMAC is tasked with the following: incident prioritization; resource allocation; coordination of state and federal disaster responses; political interfaces; media and agency information; anticipation of future resource needs; and the identification and resolution of issues. The *AMAC Operations Handbook* is available at <http://fire.ak.blm.gov/administration/mac.php>

#### **c) DOI Alaska Fire Committee:**

This committee is comprised of regional fire management staff from the DOI agencies and is responsible for coordinating the DOI's implementation of the National Fire Plan, national policy, Departmental policy, and evolving legislative mandates in Alaska with regard to wildland fire.

### **11. National Incident Management System (NIMS):**

The Parties to this Agreement will operate under the concepts defined in the National Incident Management System (NIMS). In implementing these concepts, Parties to this Agreement will be expected to follow the National Wildfire Coordinating Group's (NWCG) minimum standards as defined in the *Wildland Fire Qualifications Systems Guide (PMS-310)* available at <http://www.nwcg.gov/pms/docs/docs.htm>. NWCG recognizes the ability of cooperating agencies at the local level to jointly define and accept each other's qualifications for initial attack, extended attack, fire operations, and prescribed fire. These NWCG minimum standards are NIMS compliant. The following NIMS concepts will be followed as they are implemented: Incident Command System (ICS), qualifications system, training system, the management of publications, and participating in the review, exchange and transfer of technology as appropriate for providing qualified resources, and for the management of incidents covered by this Agreement.

### **12. Annual Operating Plans (AOP):**

A statewide Annual Operating Plan (*Exhibit C*) has been developed for Alaska and tiers to this Agreement. Zone/Area/Forest AOPs may be developed that tier to *Exhibit C: Alaska Statewide Annual Operating Plan*. The following AOPs are listed in descending order of precedence:

**a) Alaska Statewide Annual Operating Plan:**

Exhibit C: Alaska Statewide Annual Operating Plan addresses issues affecting statewide cooperation and fiscal obligations. The *Alaska Interagency Mobilization Guide (AIMG)* and the *Alaska Interagency Wildland Fire Management Plan (AIWFMP)* are incorporated by reference into *Exhibit C: Alaska Statewide Annual Operating Plan*.

The signatories to the original 2010 *Alaska Statewide AOP* were the DNR Commissioner and the Alaska directors of the Federal Agencies. Since that time and for the duration of this Agreement, the AFS Manager, DNR Chief of Fire and Aviation, the BIA Regional Fire Management Officer, the FWS Regional Fire Management Coordinator, the NPS Regional Fire Management Officer and the USFS Regional Fire Director are signatories to the *Alaska Statewide AOP*.

**b) Zone/Area/Forest/local Jurisdictional Units Annual Operating Plans:**

Agency administrators for the Jurisdictional and Protecting Agencies will approve the initial AOPs developed by the local fire management staff. For example, an AOP developed by the Jurisdictional Agency administrative unit Fire Management Officer(FMO) and the Protecting Agency FMO would be reviewed and approved by the Jurisdictional Agency administrator(s), the AFS Manager, the DNR Chief of Fire and Aviation, and, when USFS lands are affected, the appropriate level USFS agency administrator i.e. Southeast Alaska. UFMPs may be incorporated by reference into the Zone/Area/Forest AOPs. Terms and conditions in Area/Zone/Forest AOPs may not conflict with *Exhibit C: Alaska Statewide Annual Operating Plan*.

**c) Project Plans:**

Project plans with multi-agency participation that are developed for specific non-suppression, fire related projects will be documented in local agreements or other appropriate written documents. Documentation will include the objectives, specific authorizing law, role of each agency, and each agency's share of cost (See related Clause 21 Joint Projects and Project Plans:).

**13. Interagency Fire Dispatch Centers:**

The Parties to this Agreement may agree to maintain, support, and participate in Interagency Fire Dispatch Centers, as appropriate.

Staffing, funding, and level of participation will be agreed to by the affected Parties to this Agreement and documented in AOPs and/or appropriate mobilization guides.

**14. Alaska Interagency Coordination Center:**

The Parties to this Agreement recognize the Alaska Interagency Coordination Center (AICC) in Fairbanks, as the Geographic Area Coordination Center for Alaska. The AICC will be the interagency focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout Alaska and nationally with the exception of resources mobilized under the authority of the Northwest Compact and internal movement of agency resources related to agency-specific missions. Guidance for internal agency movement of resources is contained in *Exhibit C: Alaska Statewide Annual Operating Plan*.

**15. Interagency Resources:**

Interagency funding, staffing, and use of resources and facilities will be pursued by the Parties to this Agreement whenever an interagency approach is determined to be cost effective and in the best interest of the Parties. Shared staffing and funding will be negotiated by the Parties and documented in AOPs, and will be subject to the availability of appropriations.

To the extent practical, additional preparedness and severity requests will be coordinated as identified in Exhibit C: Alaska Statewide Annual Operating Plan.

The Alaska Interagency Type 1 and 2 Incident Management Teams (IMTs) are managed by the AWFCG through the Operations Committee at National Preparedness Levels 1 through 3. The National Multi-Agency Coordination Group may manage these resources at National Preparedness Levels 4 and 5. The Parties to this Agreement may provide each other with miscellaneous incidental assistance that may not be identified elsewhere in this Agreement. Such assistance may include the use of personnel, equipment, facilities, aircraft, and miscellaneous resource and support services.

**16. State to State Response:**

Should a State Party to this Agreement intend to use the assistance of the Forest Service to seek State reimbursement for amounts expended for resources and services provided to another State for the management and suppression of wildfire, that State shall agree to meet the obligations and requirements, including any reasonable administrative fees, as agreed upon by the State and the Forest Service and detailed in *Exhibit D: Reimbursable Billings and Payments*. Should a State Party to this Agreement intend to use the assistance of the Forest Service to accept the reimbursement amounts expended for resources and services provided from another State, and have the Forest Service pay that amount to the State seeking reimbursement, that State shall agree to meet the associated reimbursement obligations and requirements, including any reasonable administrative fees, as agreed upon by the State and the Forest Service, and detailed in *Exhibit D: Reimbursable Billings and Payments*.

**17. Standards:**

The Parties to this Agreement desire to achieve common standards within the Parties' best interest, recognizing differing agency missions and mandates. Each Party to this Agreement recognizes that other Parties' standards are reasonable, prudent, and acceptable. This clause does not affect the Jurisdictional Agency's land management standards.

Assigned personnel will function under the Protecting Agency's health and safety, and air operations procedural policies unless the agency's policies of assigned personnel are more stringent. In that case, the more stringent agency's policies will be followed by that individual. Written exemptions may exist and will be addressed in *Exhibit C: Alaska Statewide Annual Operating Plan*. When safety issues, concerns, or questions develop, an agency subject matter expert will be contacted for resolution.

*Exhibit C: Alaska Statewide Annual Operating Plan* addresses standards for non-agency resources. Aviation operation protocols and standards are addressed in Clause 45 of that AOP.

Alaska interagency standards are also addressed in the *AIMG* and the *AIWFMP*.



## PREPAREDNESS

### 18. Protection Planning:

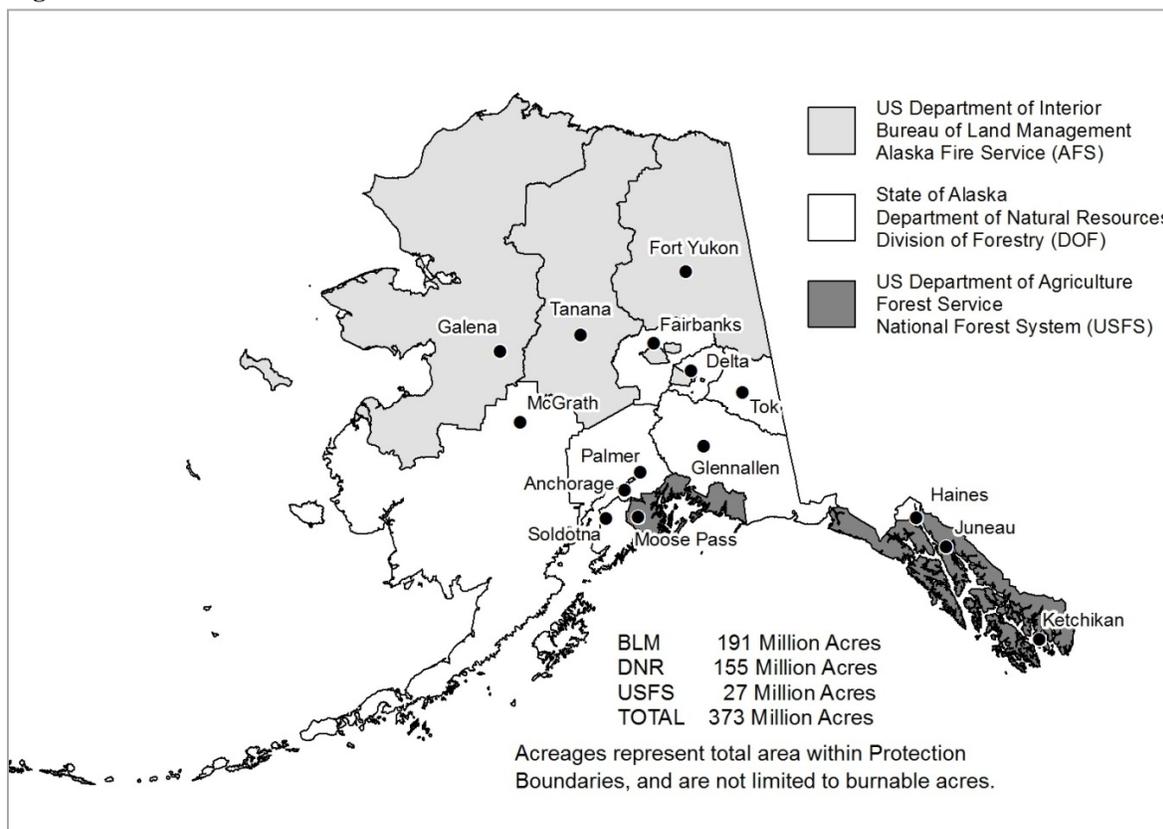
Jurisdictional and Protecting Agencies will review management option designations as defined in the *AIWFMP*. Changes are submitted through the AWFCG procedures found at <http://fire.ak.blm.gov/administration/awfcg.php>.

### 19. Protection Areas and Boundaries:

Protection areas have been mutually agreed upon and authorized by this Agreement. The AFS-DNR-USFS boundaries are delineated in the map atlas maintained by AICC and electronically available through the AFS. In general, AFS provides wildland fire suppression services to all jurisdictional agencies north of the Alaska Range; DNR provides those services south of the Alaska Range, southwest Alaska and the Haines Area; the USFS furnishes wildland fire suppression services on the Kenai Peninsula within the Chugach National Forest boundary and southeast Alaska with the exception of the Haines Area. The Annette Island Reserve (Metlakatla Indian Reserve) is outside the scope of this agreement. **Figure A** below depicts Alaska Protection Areas.

Changes to the AFS-DNR-USFS boundaries may be made at the recommendation of the Protecting and Jurisdictional Agency representatives. The process is defined in *Exhibit C: Alaska Statewide Annual Operating Plan*.

**Figure A: Alaska Protection Areas**



**20. Methods of Fire Protection and Suppression:**

This Agreement authorizes each Protecting Agency to act as an agent of the other within their Protection Area per the delegated authority as stated in the Recitals in this Agreement.

**21. Joint Projects and Project Plans:**

The Parties to this Agreement may jointly conduct cooperative projects, within their authority and as authorized by law, to maintain or improve their fire management services and activities. These projects may involve such activities as prescribed fire/fuels management, pre-suppression, fire analysis/planning, rehabilitation, training, prevention, public affairs, and other beneficial efforts. Such projects will be documented in local AOPs, or other appropriate written documents, referencing the appropriate authority. Documentation will include the objectives, role of each agency, and each agency's share of costs.

Project plans may be executed by agency administrators of Parties to this Agreement and billed according to the criteria in Exhibit C: Alaska Statewide Annual Operating Plan, Exhibit D Reimbursable Billings and Payments, Exhibit E Sample Project and Financial Plan, and/or agency-specific required documents.

**22. Fire Prevention:**

The Parties to this Agreement agree to cooperate in the development and implementation of fire prevention programs. Unit administrators will assure that fire prevention goals and activities are planned at local levels and are documented in AOPs, or project plans. Specific fire prevention plans should be developed by local interagency fire management personnel. The Parties to this Agreement may pool resources and share costs; details related to reimbursement will be agreed to and documented in the AOP or project plans. Unit administrators are encouraged to participate in local fire prevention cooperatives, organizations, or groups, where applicable.

**23. Public Use Restrictions:**

Guidelines for implementing restrictions and closures shall be established in Exhibit C: Alaska Statewide Annual Operating Plan.

**24. Burning Permits:**

Open debris burn permit procedures are included in Exhibit C: Alaska Statewide Annual Operating Plan. The burn permit program is managed by the DNR for specific activities and locations.

For prescribed fires, the Parties to this Agreement will comply with Alaska Department of Environmental Conservation (DEC) regulations. Additional direction is found in *Exhibit C: Alaska Statewide Annual Operating Plan* clauses 24 and 26.

**25. Prescribed Fire and Fuels Management:**

Fuels projects are funded, planned, conducted and reported based on individual agency policy. When the opportunity arises, the Parties to this Agreement agree to cooperate in the development and implementation of prescribed fire and fuels management programs. Any Party to this Agreement may provide assistance to another Party as requested and agreed to for the purposes of performing prescribed fire or other fuels management work. Conditions of the assistance and details related to reimbursement will be agreed to and documented, through the procurement or project plan process. Any instrument processed under this clause shall be in accordance with each Party's applicable laws, regulations, and policy requirements.

**26. Smoke Management:**

Within their authorities, the Parties to this Agreement agree to cooperate in smoke management efforts for wildfires and prescribed fires. Additional direction is found in *Exhibit C: Alaska Statewide Annual Operating Plan*.



## OPERATIONS

### **27. Closest Forces Concept:**

Dispatching of initial attack suppression resources uses the closest available and appropriate resource as determined by the Protecting Agency FMO. This dispatch procedure applies to all responding Jurisdictional or Protecting Agency resources. The Protecting Agency retains operational control of the incident.

### **28. Fire Notifications:**

When a Jurisdictional Agency discovers a fire, they will promptly notify the appropriate Protecting Agency. Likewise, Protecting Agencies will promptly inform Jurisdictional Agencies of fires occurring on or threatening their lands. Notification standards are listed in the *AIWFMP* and *Exhibit C: Alaska Statewide Annual Operating Plan*.

### **29. Protection Area Boundary Line Fires:**

A boundary line fire, as defined in *Exhibit A: Glossary of Terms* will be the initial attack responsibility of the Protecting Agencies on either side of the boundary. Neither agency will assume the other agency is aware of the fire or that the other agency will take action. Each agency will make every reasonable effort to communicate with the other concerning the fire. When location of the fire has been established, the Protecting Agencies will determine which has operational control.

### **30. Independent Actions:**

Normally all fires will be suppressed by the Protecting Agency but there may be instances where the Jurisdictional Agency may discover a fire and take immediate actions. In such instances, the Party taking action will promptly notify the Protecting Agency to identify what other resources are en route and ensure mitigation of safety issues. The Protecting Agency retains operational control of the incident.

### **31. Escaped Prescribed Fires:**

Wildfires resulting from escaped prescribed fires that were ignited by, managed at the direction of, or under the supervision of one of the Parties to this Agreement shall be the responsibility of the Jurisdictional Agency. If the Parties to this Agreement jointly conduct or manage a prescribed fire, the responsibility for suppression costs, should it escape, shall be agreed upon and documented in the Project Plan. All suppression costs and associated damages are the responsibility of the Fiscally Responsible Agency unless otherwise agreed. The Parties to this Agreement will not hold each other responsible under this clause for escaped prescribed fires originating on private land, or on state or federal lands not protected by one of the Parties to this Agreement.

### **32. Response to Wildland Fire:**

The protection of human life is the single, overriding suppression priority. Setting priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on the values to be protected, human health and safety, and the costs of protection.

All fire suppression actions conducted on lands of another Party shall be consistent with that Party's fire management plan/policy and the terms of this Agreement. A "Special Management

Considerations” section in the *AIWFMP* and the *UFMP*, addressing resources and other management concerns, will be used by Jurisdictional Agency unit administrators to identify areas of special management consideration, and to communicate appropriate fire strategic objectives and constraints in firefighting tactical techniques i.e. use of retardant or dozers to the Protecting Agency.

The Jurisdictional Agency may provide an agency representative or appropriate environmental technical specialist to advise the Protecting Agency of any special management considerations that may influence suppression actions. The Incident Commander will incorporate special management considerations into the incident planning process.

The Parties to this Agreement recognize that, as in the *Guidance for Implementation of Federal Wildland Fire Management Policy (2009)*, the *AIWFMP*, and Unit FMPs, a wildland fire may concurrently be managed for one or more objectives. Objectives can change as the fire spreads across the landscape, affected by changes in environmental conditions, human influence, and institutional factors. Some portions of a wildland fire may receive a protection objective while other portions are managed for resource objectives, and those portions and objectives may change over the duration of the event. All affected Parties should be involved in developing the strategic objectives.

### **33. Delegation of Authority:**

Delegations of Authority will be jointly developed by the Jurisdictional and Protecting Agencies and will document procedures and criteria that specify direction, authority, and financial management guidelines to Incident Commanders.

This Agreement will serve as the Delegation of Authority from the Jurisdictional Agencies to the Protecting Agencies to implement initial response activities in accordance with the *AIWFMP*. Incident Commanders for fires of Type 3 complexity and above will receive a written delegation that has been jointly signed by Jurisdictional and Protecting Agencies. When the Jurisdictional Agency, the Protecting Agency, and the employing agency of the Incident Commander are one and the same, a written delegation for Type 3 incidents is optional.

### **34. Preservation of Evidence:**

As initial action is taken on a fire, the initial attack forces will preserve information and evidence pertaining to the origin and cause of the fire. Protecting and Jurisdictional Agencies shall render mutual assistance in the gathering of evidence to the fullest extent practicable. Protection agencies are responsible to perform cause and determination findings on all fires. Investigations beyond cause and determination and all ensuing legal actions are the responsibility of the jurisdictional agency. Additional direction is found in *Exhibit C: Alaska Statewide Annual Operating Plan*.

### **35. Stafford Act Responses:**

For Stafford Act responses, procedures and requirements established in the National Response Framework (NRF) shall be used by Parties to this Agreement to authorize and accomplish any required response or support tasks. Any Party requesting support pursuant to a Stafford Act response shall issue written instructions and funding limitations to any Party providing cooperation, resources or support. Mobilization activities will be accomplished using established dispatch coordination concepts pursuant to the current *National Interagency Mobilization Guide*.

## USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

### **36. Appropriated Fund Limitation:**

Nothing in this Agreement shall require the Parties to this Agreement to obligate or expend funds, or require the United States, the State of (insert state(s), or the other Parties to this Agreement to enter into any contract or other obligation for the future payment of money in excess of or in advance of appropriated funds available for payment to meet the commitments of this Agreement and modifications thereto, except as specifically authorized by law.

### **37. Length of Assignments:**

Consideration must be given to the health and safety of personnel when assigned to fires. The Parties to this Agreement agree that Incident Commanders will release initial response resources to their primary responsibilities as soon as priorities allow or unless otherwise agreed to by the home unit of the initial response resources. Incident Commanders shall adhere to work/rest policies specified within the Incident Business Management Handbooks and the National Interagency Mobilization Guide.

### **38. Fire Suppression and Cost Share Agreements:**

The cost recovery and billing criteria for in-State fires are defined in Exhibit C: Alaska Statewide Annual Operating Plan and Exhibit D: Reimbursable Billings and Payments.

#### **a) Federal Billings by Incident:**

Federal agency billing procedures are carried out pursuant to the national Interagency Agreement for Fire Management between the BLM, BIA, NPS, FWS, and the USFS. These procedures are available in the *National Interagency Mobilization Guide, Chapter 40*. The agencies will submit bills for their reimbursable costs as described in *Exhibit C: Alaska Statewide Annual Operating Plan* and *Exhibit D: Reimbursable Billings and Payments*.

#### **b) DNR Billings by Incident:**

DNR will bill AFS and the USFS for reimbursable costs as described in Exhibit C: Alaska Statewide Annual Operating Plan and Exhibit D: Reimbursable Billings and Payments.

### **39. Procurement:**

Each party will abide by their own procurement regulations.

### **40. Licensing:**

Drivers and equipment operators will hold appropriate licenses to meet state and federal laws and employing agency regulations and policies. Employees of the Parties to this Agreement may operate each other's vehicles provided the driver is qualified by the current operating guidelines and training requirements of their own Agency, and upon approval by the owning Agency. Driving and operating equipment will be for official purposes only.

### **41. Text Messaging While Driving**

In accordance with *Executive Order (EO) 13513, Federal Leadership on Reducing Text Messaging While Driving*, any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers,

or contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

**42. Training:**

The Parties to this Agreement will cooperate to assure that training needs are provided that will produce safe and effective fire management and aviation programs. The intent is to champion high quality training, to minimize training costs by sharing resources, and to standardize training.

**43. Technology Systems:**

The Parties to this Agreement may mutually agree to allow one another the use of the various technology systems and their components including computer system access, data transmission lines, and communication sites when there is a mutual benefit to the Parties to this Agreement. Separate interagency agreements exist for sharing of radio frequencies. See *Exhibit C: Alaska Statewide Annual Operating Plan* for additional direction regarding radio frequency sharing and site maintenance.

**44. Fire Weather Systems:**

The Parties to this Agreement will cooperate in the gathering, processing, and use of fire weather data, including the purchase of compatible sensing systems and the joint use of computer software. All such use shall be in accordance with applicable Federal, State, and local laws, software and other applicable licenses. The Parties to this Agreement will jointly evaluate and agree to any deletions or additions to the system. The common and agreed upon fire danger rating system for the Alaska Geographic Area is the Canadian Forest Fire Danger Rating System (CFFDRS).

The Parties to this Agreement agree to cooperate and coordinate the utilization of Incident Meteorologist (IMET) services to support responses to wildfires, as described within the Interagency Agreement for Meteorological and Other Technical Services (IMET Agreement) between the National Weather Service (NWS) and the federal Wildland Fire Agencies. The Parties shall follow the provisions described in the IMET Agreement, along with the procedures detailed within *Exhibit C: Alaska Statewide Annual Operating Plan*.

**45. Aviation Operations:**

The Parties to this Agreement agree to cooperate in use of aviation resources to foster effective and efficient use of aircraft and personnel. All aviation activities shall be conducted in accordance with each agency's aviation rules, policies and directives. For interagency missions defined as missions with employees from two or more agencies on the aircraft, the standards of the agency with the most stringent rules, policies and directive apply.

**46. Billing Procedures:**

See Exhibit C: Alaska Statewide Annual Operating Plan and Exhibit D Reimbursable Billings and Payments.

**47. Trespass Cost Recovery:**

Authority to recover suppression costs and damages from those responsible for causing a fire varies depending on contracts, agreements, permits and applicable laws. As soon as possible after a fire, the Authorized Representatives of affected Parties will attempt to reach mutual

agreement on the strategy that will be used to recover suppression costs and damages from the individuals responsible for such costs and damages. If possible, all costs should be determined prior to the initiation of cost recovery efforts. Such strategy may alter interagency billing procedures, timing and content as otherwise provided in this Agreement. Any Party may independently pursue civil actions against individuals to recover suppression costs and damages, though adequate notice should be provided the other Parties to the Agreement. In those cases where costs have been recovered from an individual, reimbursement of initial attack, as well as suppression costs to the extent included in the recovery, will be made to the Party taking reciprocal action.

**48. Stafford Act Use and Reimbursement:**

The use and reimbursement for resources when responding under the Stafford Act shall be governed by the provisions contained in *Exhibit C: Alaska Statewide Annual Operating Plan*, *Exhibit D Reimbursable Billings and Payments*, and *Exhibit H Use of and Reimbursement for Shared Resources in Stafford Act Response Actions*.



## GENERAL PROVISIONS

### **49. Personnel Policy:**

Employees of the Parties to this Agreement shall be subject to the personnel rules, laws and regulations of their respective agencies.

### **50. Supplemental Fire Department Resources:**

CURRENTLY NOT APPLICABLE IN ALASKA

### **51. Mutual Sharing of Information:**

Subject to applicable state and federal rules and regulations, including the Privacy Act, Parties to this Agreement may furnish to each other, or otherwise make available upon request, maps, documents, GIS data, instructions, records, and reports. These may include, but are not limited to, fire reports, qualification records, and investigation reports as either Party considers necessary in connection with the Agreement.

Parties to this Agreement will coordinate and cooperate in developing and releasing appropriate incident information and educational materials to the public and the media.

### **52. Record Retention:**

All records related to this Agreement should be retained by the Parties in accordance with agency regulations and policies, but no less than 5 years. If any litigation, claim, negotiation, audit or other action involving the records has been started by a Party to the agreement, that Party should provide notification to any other Party to the agreement of the need to retain records until the litigation, claim, negotiation, audit or other action is resolved.

### **53. Accident Investigations:**

When an accident involving equipment or personnel occurs, the agency with operational control of the incident will notify the employing agencies and initiate an investigation based on established threshold listed in *Exhibit C: Alaska Statewide Annual Operating Plan*. Reference the *Interagency Standards for Fire and Fire Aviation Operations* and employing agency policies for current procedures.

### **54. Purchaser, Contractor, Operator, Permittee, Etc., Fires:**

The Protecting Agency will notify the Jurisdictional Agency of any fire suspected to have been caused by a purchaser, contractor, operator or permittee, etc., of the Jurisdictional Agency as soon as it becomes aware of the situation. The Protecting Agency will be responsible for management of the fire under the provisions of this Agreement. Parties to this Agreement will meet to determine a cost recovery process.

### **55. Waiver of Claims:**

Parties to the Agreement shall each be responsible for their own losses arising out of the performance of this Agreement, and each Party hereby waives any claim against any other Party for loss or damage of its property and/or personal injury or death of its employees or agents occurring as a consequence of the performance of this Agreement; provided, this provision shall not relieve any Party from responsibility for claims from third parties for losses for which the Party is otherwise legally liable. This waiver does not extend to ordinary expenses incurred as part of the cost of the fire (gloves, fuses, hose, etc.). This provision pertains to claims between

the respective State and Federal Agencies and does not pertain to claims advanced by third parties.

Claims requesting compensation for property loss or damage, personal injury, or death resulting from the negligence or other wrongful acts of employees performing under this Agreement will be received by the jurisdictional agency and forwarded to the hiring, or home agency of the allegedly negligent employee for processing. Employee claims for loss of or damage to personal property must be submitted to the Jurisdictional Agency and then forwarded to the hiring, or home agency of the employee for processing in accordance with the hiring agency's administrative procedures.

The Stafford Act shall govern liability issues arising with regard to response actions under that Act.

**56. Equipment, Supplies, Cache Items:**

There is recognition that wildland fire suppression will often involve the use of equipment, supplies and cache items. Equipment, supplies and cache items checked out (such as pumps, hoses, nozzles, etc.), or supplied by one Party and received by another Party, shall become the responsibility of the receiving/supporting Party. Equipment, supplies, and cache items shall be returned in the same condition as when received, reasonable wear and tear excepted.

Notwithstanding the general Waiver of Claims clause, the parties agree that the receiving/supporting Party shall repair or reimburse for damage in excess of reasonable wear and tear, and shall replace or reimburse items lost or destroyed, except for damage occurring as a result of negligence by the receiving/supporting Party. The receiving/supporting party will replace or reimburse for items lost, destroyed, or expended with items of like or similar standard from the fire cache or supply unit on the incident, or via an authorization for replacement using a unique request number. Insurance or other reimbursement options should be pursued, if such options are available, prior to replacement or reimbursement for lost, stolen or destroyed items.

**57. Transported Equipment:**

Equipment transported or operated by Supporting Agency personnel in transit to or from an incident is considered under the control of the Supporting Agency. When arrangements are made with a transportation service provider to deliver equipment, the party making arrangements for the transportation should ensure that the transportation service provider will be responsible for all loss and damage to equipment or supplies consigned on the bill of lading.

**58. Authorized Representatives:**

By signature below, each Party to this Agreement certifies that the individuals listed in this document are authorized to act in their respective agencies for matters related to this Agreement.

**SIGNATURES**

IN WITNESS WHEREOF, the Parties hereto have executed this Master Cooperative Wildland Fire Management and Stafford Act Response Agreement as of the date of signature of the Party's authorized representative.

**UNITED STATES DEPARTMENT OF THE INTERIOR**



Weldon B. Loudermilk, Regional Director  
Bureau of Indian Affairs, Alaska Region

Date: 6-1-15



Bud C. Cribley, State Director, Alaska  
Bureau of Land Management

Date: 6/12/15



BIA Contracting Officer

Date: 05/22/15

N/A - JSL

BLM Contracting Officer

Date: \_\_\_\_\_



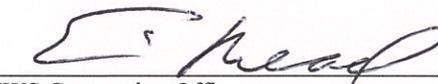
Geoffrey L. Haskett, Regional Director  
Fish and Wildlife Service, Alaska Region

Date: 6/5/15



Herbert C. Frost, Ph.D., Regional Director  
National Park Service, Alaska Region

Date: 6/5/2015



FWS Contracting Officer

Date: 6/5/2015



NPS Contracting Officer

Date: 01/5/2015

**UNITED STATES DEPARTMENT OF AGRICULTURE**



Beth G. Pendleton, Regional Forester  
United States Forest Service, Region 10

Date: 6/8/15



Agreements Coordinator

Date: 6/10/15

**STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES**



Mark D. Myers, Commissioner

Date: 6-2-2015

N/A

Agreements Coordinator

Date: \_\_\_\_\_



## Exhibit A. Glossary of Terms

*NWCG Glossary is extensive and a recommended reference fire terminology; that glossary can be found at: <http://www.nwcg.gov/pms/pubs/glossary/index.htm>. The list below is specific to this Agreement.*

**Administrative Costs:** (AKA Indirect or Overhead Costs): A fixed percentage rate as determined by a process provided for in the Indirect Cost Negotiation Agreement as in Office of Management and Budget (OMB) Circular A-87, to recover those costs that cannot be directly charged to the project. The rate will be specified in the Annual Statewide Operating Plan.

**Agency Administrator:** Managing officer of an agency, division thereof, or jurisdiction.

**Agency Crew:** A crew composed predominantly of regular employees from a single agency. For example: a crew of Forest Service employees.

**Agency General Information :** Available internally to agencies but covered by Freedom of Information Act (FOIA) exemptions.

**Agency Representative:** This Incident Command System position serves as the point of contact for an assisting or cooperating agency which has been delegated authority to make decisions on all matters affecting that agency's participation at the incident and reports to the Liaison Officer.

**Agency Sensitive Information:** Available internally to agency personnel on a need to know basis and covered by FOIA exemptions.

**Agency Very Sensitive Information:** Covered by FOIA exemption category 7 and available only to individually authorized agency personnel.

**Alaska Fire Service (AFS):** The AFS has the responsibility, pursuant to 620 DM 2.4, to provide safe, cost-effective emergency wildland fire suppression services in support of land, natural and cultural resource management plans on DOI administered land and on those lands that require protection under the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1620(e)). In addition, by agreement, AFS provides wildland fire and fuels management services on specified lands to the U.S. Army-Alaska.

**Alaska Interagency Coordination Center (AICC):** The AICC will be the interagency focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout Alaska and nationally.

**Alaska Interagency Wildland Fire Management Plan (AIWFMP):** The interagency plan and reference for wildland fire operational information in Alaska.

**Alaska Multi-Agency Coordination Group (AMAC):** AMAC provides a forum to discuss actions to be taken to ensure that an adequate number of resources are available to meet anticipated needs and to allocate those resources most efficiently. When activated and as warranted, AMAC is tasked with the following: incident prioritization; resource allocation; coordination of state and federal disaster responses; political interfaces; media and agency information; anticipation of future resource needs; and the identification and resolution of issues.

**Alaska National Interest Lands Conservation Act 1980 (ANILCA):** The act that transferred approximately 100 million acres from BLM-managed to National Park Service and U.S. Fish and Wildlife management.

**Alaska Native Claims Settlement Act 1971 (ANCSA):** The act provided Alaska Natives with 44 million acres of land. It also set up a system of regional corporations to administer the settlement.

**Alaska Statehood Act 1959:** The act that made Alaska the 49<sup>th</sup> state and conveyed 104 million acres of public domain land to state ownership.

**Alaska Statewide Annual Operating Plan (AOP):** The Alaska Statewide AOP tiers to the Alaska Master Cooperative Wildland Fire Management and Stafford Act Response Agreement and further defines statewide interagency working relationships, roles, responsibilities, standards and expectations. It provides for a consistent approach to fire operations with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication. It addresses issues affecting cooperation, protocols, financial arrangements and joint activities. The *Alaska Interagency Wildland Fire Management Plan (AIWFMP)* and the *Alaska Interagency Mobilization Guide (AIMG)* are incorporated into the Statewide AOP by reference. It will be updated annually to address issues and concerns.

**Alaska Wildland Fire Coordinating Group (AWFCG):** AWFCG provides coordination and recommendations for all interagency fire management activities in Alaska. Membership, procedures, and guidelines are documented in the AWFCG MOU and Standard Operating Procedures.

**Boundary Line Fire:** Fire occurrences on lands of intermingled and/or adjoining protection responsibilities.

**Canadian Forest Fire Danger Rating System (CFFDRS):** The model used to systematically evaluate burning conditions in Alaska.

**Closest Forces Concept:** Dispatching of initial attack suppression resources uses the closest available and appropriate resource as determined by the Protecting Agency FMO regardless of which agency the resources belong, and regardless of which agency has protection responsibility.

**Cost Share Agreement:** A document prepared to distribute costs on a multi-jurisdictional incident (see Exhibit F).

**Delegations of Authority:** Delegations of Authority will be jointly developed by the jurisdictional and protecting agencies and will document procedures and criteria that specify direction, authority, and financial management guidelines to Incident Commanders.

**Department of the Interior (DOI) Alaska Fire Committee:** This committee is comprised of regional fire management staff from the DOI agencies and is responsible for coordinating the DOI's implementation of the National Fire Plan, national policy, Departmental policy, and evolving legislative mandates in Alaska with regard to wildland fire.

**Division of Forestry (DOF):** The organizational section of the Alaska Department of Natural Resources responsible for wildland fire suppression on state, municipal and private lands.

**Emergency Firefighter (EFF) Crew:** A crew composed of firefighters hired as needed.

**Escaped Fire:** A fire which has exceeded, or is expected to exceed initial attack capabilities or prescription.

**Fire Management Activities and/or Services:** Any or all activities that relate to managing fire or fuels on lands under the jurisdiction of any agency to this Agreement. Activities include, but are not limited to: suppression, prescribed fire/fuels management, fire analysis/planning, rehabilitation, training, prevention, public affairs, and other beneficial efforts.

**Fiscally Responsible Agency:** AFS is fiscally responsible for the costs of wildfires on DOI-administered lands and Alaska Native lands conveyed under Alaska Native Claims Settlement Act 1971; DNR is fiscally responsible for the costs of wildfires on State, private and municipal lands; USFS is the responsible party for costs incurred on national forest lands and Alaska Native land in southeast Alaska.

**Geographic Area Coordination Center (GACC):** The physical location of an interagency, regional operation center for the effective coordination, mobilization, and demobilization of emergency management resources.

**Interagency:** Involvement of two or more agencies to this Agreement.

**Interagency Crew:** A crew composed predominantly of regular employees from several agencies. For example, a crew composed of three National Park Service personnel, seven Fish and Wildlife Service personnel, and ten Forest Service personnel.

**Interim Conveyance:** Lands approved for conveyance to the Native corporations and a document of interim conveyance issued. This document is used for conveyance until survey has been accomplished and a patent issued. After lands have been interim conveyed (IC) they are administered and managed by the Native Corporation.

**Jurisdictional Agency:** The agency having overall land and resource management responsibility for a specific geographical or functional area as provided by federal or state law.

**Management Option:** A fire management classification assigned by jurisdictional agency that determines the initial response to a wildfire. Responses range from full fire suppression to managing fires for resource benefits.

**Native Allotments:** Prior to the passage of the Alaska Native Claims Settlement Act, any Indian, Aleut, or Eskimo of full or mixed blood who resides in and is a Native of Alaska, who is head of a family or twenty-one years of age can be allotted land not to exceed 160 acres of non-mineral land. The selected land can consist of up to four parcels of land. The allotted land shall be deemed the homestead of the allottee and their heirs in perpetuity, and shall be inalienable and nontaxable until otherwise provided by Congress. Allotment applications on record, if not appealed or in conflict with other land selections, were administratively approved by ANILCA. The BIA has a trust responsibility for the Native allottee so long as the allotment remains in restricted status.

**Native Corporation, Regional:** An Alaska Native Regional Corporation, established under the laws of the State of Alaska in accordance with the provisions of ANCSA. The State of Alaska has been divided into twelve Native Regional Corporations with a thirteenth formed for Alaska Natives who live outside of Alaska. Regional Corporations receive all subsurface rights of lands acquired by Village Corporations within their region. They also receive the surface and subsurface rights of lands conveyed to the region.

**Native Corporation, Village:** An Alaskan Native Village Corporation, organized under the laws of the State of Alaska as a business for profit or nonprofit corporation to hold, invest, manage and/or distribute lands, property, funds and other rights and assets for and on behalf of a native village in accordance with the terms of ANCSA. Village Corporations receive ownership of the surface estate on the land conveyed to them. The Village Corporation entitlement varies from three to seven townships, depending on their population as of 1970.

**Native-Selected:** Lands withdrawn for Native selection under ANCSA and selected by Native village or regional corporations.

**Operational Control:** The act of providing safe, cost effective emergency wildland fire suppression services that includes initiating, conducting, or terminating all phases of wildfire suppression oversight, supervision, operations, coordination, logistical support, and reporting.

**Preparedness:** Activities that lead to a safe, efficient, and cost effective fire management program in support of land and resource management objectives through appropriate planning and coordination. Preparedness includes training and placement of personnel, planning, procuring and maintaining equipment, development of fire defense improvements, and maintaining cooperative arrangements with other Parties.

**Prescribed Fire:** Any fire intentionally ignited by management actions in accordance with applicable laws, policies, and regulations to meet specific objectives.

**Prevention:** Activities directed at reducing the incidence of fires, including public education, open burning enforcement, personal contact and the fuels management.

**Procurement Documents:** Agency specific financial obligation documents.

**Protecting or Protection Agency:** The agency responsible for providing and coordinating safe, cost- effective emergency wildland fire suppression services within a specific geographical area pursuant to its responsibility as specified and provided by law, policy, contract, or cooperative agreement.

**Protection Area Maps:** Official maps which identify areas of direct fire protection responsibility for each agency.

**Protection Area:** That area for which a single protecting agency has the primary responsibility to provide the full range of wildland fire suppression services.

**Protection:** The actions taken to limit the adverse environmental, social, political, and economical effects of fire. Public

**Releasable Information:** Information available to the general public.

**Regional Corporation:** see Native Corporation

**Reimbursable Costs:** All costs associated with operations and support ordered on a resource order, or project plan by or for an incident or project within the provisions of this Agreement. Such costs may include, but are not limited to, the following: agency costs for transportation, salary, benefits, overtime, and per diem of individuals assigned to the incident or project.

**Severity funding:** The purpose of severity funding is to improve suppression response capability when there is 1) potential for abnormally severe fire behavior or 2) fire occurrence outside of the normal fire season.

**State-Selected:** Land selected by the State under the Alaska Statehood Act for possible future conveyance.

**Statewide Shared Tactical Resources:** Smokejumpers, aerial supervision modules, air attack, lead planes and air tankers.

**Supplemental Fire Department Resources:** Overhead tied to a local fire department generally by agreement who are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.

**Supporting Agency:** An agency providing suppression or other support and resource assistance to a Protecting Agency.

**Suppression:** A management action intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread.

**Surveillance:** The systematic process of collecting, recording or mapping the fuels, topography, weather, fire behavior and location of values to be protected to provide Protecting or Jurisdictional agencies the information necessary to make appropriate suppression action decisions on wildland fires.

**Third Party:** A municipal or rural fire district, volunteer fire department or state fire marshal that does not have a local agreement with a federal agency but is formally recognized by their respective state and has entered into a local agreement with the state for fire management services.

**Trusted User:** Any BLM employee, authorized contractor employee, or other authorized person conducting official government business on government owned and approved government equipment. **Unit Administrator:** The individual assigned administrative responsibilities for an established organizational unit.

**Unit Fire Management Plan (UFMP):** The UFMP references and cites agency and unit fire management policies. It addresses the unit's enabling legislation and purpose, includes a summary of the significant resources and values of the unit, and identifies, in broad programmatic terms, the direction found in the land and resource management plans, such as goals, objectives, standards, guidelines, and/or desired future condition(s) as they pertain to fire management. The UFMP is the primary reference for decision support documentation for an incident on that unit.

**Untrusted User:** A non-BLM employee, unauthorized contractor employee, or other unauthorized person.

**Village Corporation:** See Native Corporation

**Wildfire:** Unplanned ignition of a wildland fire (such as a fire caused by lightning, volcanoes, unauthorized and accidental human-caused fires) and escaped prescribed fires. (See unplanned ignition and escaped prescribed fire).

**Wildland Fire:** Any non-structure fire that occurs in vegetation or natural fuels. Wildland fire includes prescribed fire and wildfire.



## Exhibit B. 2016 Points of Contact

The principal contacts for this Master Cooperative Wildland Fire Management and Stafford Act Response Agreement and Alaska Statewide Annual Operating Plan are:

Tom Kurth  
 Chief of Fire and Aviation  
 Alaska Department of Natural Resources  
 3700 Airport Way  
 Fairbanks, AK 99709-4699  
 Work Phone: (907) 451-2675

Jason Dollard  
 Regional Fire Management Officer  
 Bureau of Indian Affairs  
 709 W. 9Th Street, Room 338A 25520  
 Juneau, AK 99801  
 Work Phone: (907) 586-7404

Kent Slaughter  
 Manager, Alaska Fire Service  
 Bureau of Land Management  
 PO Box 35005  
 Fairbanks, AK 99703-0005  
 Work Phone: (907) 356-5506

Doug Alexander  
 Regional Fire Management Coordinator  
 U. S. Fish & Wildlife Service  
 1011 East Tudor Rd. MS 238  
 Anchorage, AK 99503  
 Work Phone: (907) 786-3497

Dan Warthin  
 Regional Fire Management Officer  
 National Park Service  
 240 W. 5<sup>th</sup> Ave.  
 Anchorage, AK 99501  
 Work Phone: (907) 644-3409

Kevin Martin  
 Regional Director Fire, Fuels and Aviation  
 U. S. Forest Service  
 1220 Southwest Third Ave.  
 Portland, OR 97206  
 Work Phone: (503) 808-2143

### Additional contacts for items within this Agreement

Reference the Alaska Interagency Mobilization Guide directory for address and phone numbers for

- Alaska Interagency Coordination Center
- Interagency Fire Dispatch Centers.
- Jurisdictional Agency Regional Offices
- Jurisdictional Agency Administrative Units
- Protection Agency Zone, Area, and Forest Offices
- Office of Aviation Services.

Group	Title	Contact	Phone
AICC Situation Report	Intelligence Coordinator	GaBriella Branson	907-356-5671
Alaska Multi-Agency Coordinating Group (AMAC)	Coordinator	Ray Crowe	907-356-5677
Alaska Wildland Fire Coordinating Group (AWFCG)	Chair Vice-Chair	Tom Hudson Dean Brown	907-240-1208 907-269-8476
Aviation Operations	AFS DNR USFS	Gary Baumgartner Steve Elwell Aaron Schoolcraft	907-356-5523 907-761-6271 503-808-2359

<i>Group</i>	<i>Title</i>	<i>Contact</i>	<i>Phone</i>
AWFCG Alaska Interagency Fire Training and Qualifications Committee	Chair	Steve Theisen	907-356-5630
Billing Procedures	AFS DNR USFS R6/R10 Incident Business Coordinator	Bev Fronterhouse Karlyn Herrera Brenda Johnson	907-356-5591 907-269-8477 503-808-6319
Daily Statewide Tactical Meeting (fire operations leads)	AFS DNR	Dave Whitmer Robert Schmoll	907-356-5642 907-356-5850
FEMA Fire Mgmt Assistance Grants	AFS Chief, Division of Fire Operations	Dave Whitmer	907-356-5642
Fire Medic Program	Coordinator	Jon Thomas	907-356-5869
Fire Weather Annual Operating Plan	AICC Meteorologist	Sharon Alden/ Heidi Strader	907-356-5691
Incident Information: Jurisdictional	NPS Regional Office NPS RO (May – July detail) FWS Regional Office	Dan Warthin Jennifer Myslivy Doug Alexander	907-644-3409 907-644-3418 907-786-3497
Incident Information - Operational	Protecting Agencies Fire Information Office	AFS Elizabeth Ipsen DNR Tim Mowry	907-356-5511 907-356-5512
Integrated Fire Management (IFM)	DNR Strategic Planner	K.T. Pyne	907-356-5858
Known Sites Database (KSD) Access	AFS KSD Steward	Gary Schmunk	907-356-5593
NRF ESF# 4 Contact	USFS	Tom Hudson	907-743-9458
NRF ESF # 4 Operational Lead	AICC	Ray Crowe	907-356-5677
Notification of fire on US Army-Alaska managed lands	AFS Military FMO	Russ Long	907-356-5875
Notification of fires affecting Native Allotments	BIA Regional GIS Specialist BIA Regional Fire Management Officer	Jason Dollard Ed Morgan	907-586-7404 907-586-7315
Notification of fires in AFS protection on State, private or municipal lands	DNR Fire Operations Forester	Robert Schmoll	907-356-5850
Notification of fires in USFS protection on State, private or municipal lands	DNR Coastal Region & SE Area Forester	Robert Schmoll Greg Staunton	907-356-5850 907-225-3070
Notification of fires on Alaska Native and DOI lands in DNR Protection	AFS Military FMO (for TAS, DAS, FAS) AFS South Zone FMO (for SWS, KKS, MSS, CRS, HNS)	Russ Long Ben Seifert	907-356-5875 907-822-7317
Red Cross Points of Contact (Outside established boroughs)	AFS DNR	Dave Whitmer Robert Schmoll	907-356-5642 907-356-5850
WFDSS Geographic Editors	FWS/AFS FWS (Alternate) NPS BLM DNR BIA BIA (Alternate)	Peter Butteri Doug Alexander Brian Sorbel Tom St Clair K.T. Pyne Jason Dollard Reeve Armstrong	907-356-5874 907-786-3497 907-644-3413 907-474-2226 907-356-5858 907-586-7404 720 484-3203
WFDSS Additional Agency-specific POCs	USFS DNR	Tom Hudson Judy Reese	907-743-9458 907-262-4124
When activated by AICC or agency, WFDSS Analysis Requests	DNR Fuels Specialist	Robert Ziel	907-356-5673 or 906-869-3355

*ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT  
AND STAFFORD ACT RESPONSE AGREEMENT*

*EXHIBIT C:*

**2016 ALASKA STATEWIDE  
ANNUAL OPERATING PLAN**

**PREAMBLE**

*This Alaska Statewide Annual Operating Plan (AOP) is prepared pursuant to the Master Cooperative Wildland Fire Management and Stafford Act Response Agreement, hereinafter referred to as the Master Agreement, signed and dated in June 2015.*

**PURPOSE**

*This Alaska Statewide AOP is applicable to all signatory parties within the State of Alaska. It addresses issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities. The Alaska Interagency Mobilization Guide (AIMG) and the Alaska Interagency Wildland Fire Management Plan (AIWFMP) are incorporated into this AOP by reference.*

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## PERIOD OF PERFORMANCE

### **1. COMMENCEMENT/EXPIRATION:**

The term of this *Annual Operating Plan* shall commence on the dates Parties sign below and shall remain in effect for one year from that date or until replaced.

### **2. MODIFICATIONS:**

Revisions or updates to this *Alaska Statewide Annual Operating Plan (AOP)* are automatically incorporated into the *2015 Master Cooperative Wildland Fire Management and Stafford Act Response Agreement (Master Agreement)*. Formal modification to the *Master Agreement* is not required for *AOP* revisions and updates to take effect.

### **3. TERMINATION:**

Refer to *Master Agreement*.

### **4. ANNUAL REVIEW:**

This *AOP* is reviewed annually, revised as needed, and signed by March 1. The review will be scheduled and led by the Protecting Agencies. The review participants will include the DNR Chief of Fire and Aviation, the AFS Manager, USFS R10 Fire Operations Specialist, FWS Regional Fire Coordinator, and the NPS & BIA Regional Fire Management Officers or their designated representatives.

Other reviews will be conducted as needed or required by agency policy.

An After Action Review may be hosted by any Parties to this Agreement. The Interagency Fall Fire Review is scheduled annually to discuss issues and concerns.

### **5. PREVIOUS AOP SUPERSEDED:**

This *2016 Alaska Statewide Annual Operating Plan* supersedes the *2015 Alaska Statewide Annual Operating Plan* as *Exhibit C* of the *Master Cooperative Wildland Fire Management and Stafford Act Response Agreement*.

## RECITALS

### **1. INTERMINGLED OR ADJACENT LANDS:**

Refer to *Master Agreement*.

### **2. PARTIES TO THIS AGREEMENT:**

Refer to *Master Agreement*.

### **3. COORDINATED EFFORTS:**

Refer to *Master Agreement*.

### **4. STATE RESOURCE AVAILABILITY:**

Refer to *Master Agreement*.

### **5. FEDERAL RESOURCE AVAILABILITY:**

Refer to *Master Agreement*.

### **6. NATIONAL INTERAGENCY AGREEMENT FOR WILDLAND FIRE MANAGEMENT:**

Refer to *Master Agreement*.

### **7. LOCAL RESOURCE AVAILABILITY:**

Refer to *Master Agreement*.

### **8. STAFFORD ACT RESPONSES:**

Refer to *Master Agreement*.

### **9. RESPONSIBILITIES:**

The roles of the Parties to this agreement will be delineated to facilitate wildland fire management activities, to protect the public, firefighters, and identified sites from wildfire and to provide an opportunity to accomplish fire-related land-use and resource management objectives in a cost-efficient manner, consistent with the policies of the United States Department of the Interior (DOI), the United States Department of Agriculture (USDA) and the Alaska Department of Natural Resources (DNR).

#### ***a. ALL PARTIES:***

Because of their common interests, the Parties agree to the following:

- 1) The protection of human life is the single, overriding fire management priority. Setting additional priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on an evaluation of values to be protected, human health and safety, and the cost of protection.
- 2) All Parties will ensure their capability to provide safe, cost-effective fire management programs in support of land and resource management plans through appropriate planning, staffing, training, equipment and management oversight.

- 3) All Parties will cooperate with each other, interested parties, and the public to prevent unauthorized ignition of wildfires.
- 4) All Parties will use compatible planning processes, training and qualification requirements, operational procedures, management option designations, and public education programs for all fire management activities.
- 5) All Parties will maintain membership in the Alaska Wildland Fire Coordinating Group (AWFCG). It is the responsibility of members to participate in the decision-making process and ensure their respective agencies are made aware of decisions that will affect them.
- 6) Agency administrators will ensure that their employees are trained, certified, and made available to participate in the wildland fire program locally, regionally, and nationally as the situation demands. Employees with operational, administrative, or other skills will support the wildland fire program.
- 7) As requested and based on availability of resources, any Party may provide assistance to another for planning and implementing prescribed fires and other fuels treatment projects.
- 8) All Parties will provide qualified personnel to participate in workgroups, committees, and training.
- 9) All Parties will support wildland fire research, identify research needs and priorities, provide personnel and logistical support for research projects and assist with technology transfer and implementation of research results. (See **Clause 51.c**)
- 10) All Parties shall comply with statutes, laws, executive orders, and policies relating to nondiscrimination. These include, but are not limited to *Sections 119 and 504 of the Rehabilitation Act of 1973 as amended*, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability. Pursuant to *41 CFR Ch. 60-1.4* all parties recognize that they are obliged to abide by and include the equal opportunity clause contained in the *Federal Executive Order 11246, Section 202*, in each of its government contracts, should there be contracts as a result of this agreement.

***b. JURISDICTIONAL AGENCIES:***

Jurisdictional Agencies are responsible for all planning documents i.e. land use, resource and fire management plans, for a unit's wildland fire and fuels management program. **Table 1** lists agencies with land management responsibilities in Alaska and their jurisdictions. **Attachment 4** describes jurisdictional responsibilities for the different types of Native lands in Alaska.

If a Jurisdictional Agency Administrator or Fire Management Officer (FMO) is dissatisfied with the services provided by the Protecting Agency or if there is an issue or concern irresolvable at the local level, that information should immediately be elevated through the appropriate Regional Fire Management Officer/Coordinator to adjudicate and discuss with the Alaska Fire Service (AFS) Manager, the DNR Chief of Fire and Aviation, or USFS Fire and Aviation Director. Lessons learned from this process should be included in the Interagency Fall Fire Review agenda.

**Table 1: Jurisdictional Agencies based on Ownership/Land Status**

<i>Jurisdictional Agency</i>	<i>Ownership/Land Status</i>
<b>Alaska Department of Natural Resources</b>	<ul style="list-style-type: none"> <li>• <b>Alaska State managed lands including:</b> <ul style="list-style-type: none"> <li>○ State Parks, Forests, Mental Health, and other state lands</li> <li>○ State Critical Habitat Areas, Range Areas, Refuges and Sanctuaries (joint w/Alaska Department of Fish &amp; Game)</li> <li>○ Lands “Tentatively Approved” for conveyance to the State</li> <li>○ DNR-issued permits and leases</li> </ul> </li> <li>• <b>City, Borough and Municipality lands</b></li> <li>• <b>Private fee simple lands</b></li> </ul>
<b>Alaska Native Claims Settlement Act (ANCSA) Village and Regional Corporations</b> (AFS may act as the Agency Administrator Representative, when necessary)	<ul style="list-style-type: none"> <li>• <b>Patented or Interim Conveyed ANCSA Regional or Village Corporation lands</b></li> </ul>
<b>Bureau of Indian Affairs</b>	<ul style="list-style-type: none"> <li>• <b>BIA managed lands including:</b> <ul style="list-style-type: none"> <li>○ Restricted Native Allotments (patented or certificated)</li> <li>○ Annette Island Indian Reservation</li> <li>○ Other federally-administered Indian trust lands</li> </ul> </li> </ul>
<b>Bureau of Land Management</b>	<ul style="list-style-type: none"> <li>• <b>BLM managed lands including:</b> <ul style="list-style-type: none"> <li>○ National system of public lands as defined in Federal Land and Management Policy Act</li> <li>○ National Conservation Areas</li> <li>○ National Recreation Areas</li> <li>○ National Petroleum Reserve-Alaska</li> <li>○ BLM-issued permits and leases</li> <li>○ Native Allotment Applications (not yet patented or certificated)</li> <li>○ ANCSA Regional or Village Corporation selected lands outside of National Parks, Wildlife Refuges, and Forests that have not yet been conveyed</li> <li>○ State selected lands outside of National Parks, Wildlife Refuges, and Forests that have not yet been conveyed</li> </ul> </li> </ul>
<b>National Park Service</b>	<ul style="list-style-type: none"> <li>• <b>NPS managed lands including:</b> <ul style="list-style-type: none"> <li>○ National Parks and Preserves</li> <li>○ National Monuments in Mainland AK</li> <li>○ NPS-issued permits and leases</li> <li>○ ANCSA Regional or Village Corporation selected lands within National Parks and Monuments that have not yet been conveyed</li> <li>○ State selected lands within National Parks and Monuments that have not yet been conveyed</li> </ul> </li> </ul>
<b>U.S. Fish and Wildlife Service</b>	<ul style="list-style-type: none"> <li>• <b>FWS managed lands including:</b> <ul style="list-style-type: none"> <li>○ National Wildlife Refuges</li> <li>○ FWS-issued permits and leases</li> <li>○ ANCSA Regional or Village Corporation selected lands within National Wildlife Refuges that have not yet been conveyed</li> <li>○ State selected lands within National Wildlife Refuges that have not yet been conveyed</li> </ul> </li> </ul>

**Table 1: Jurisdictional Agencies based on Ownership/Land Status (Continued)**

<i>Jurisdictional Agency</i>	<i>Ownership/Land Status</i>
<b>U.S. Forest Service</b>	<ul style="list-style-type: none"> <li>• <b>USFS managed lands including:</b> <ul style="list-style-type: none"> <li>○ National Forests</li> <li>○ National Monuments in Southeast AK</li> <li>○ USFS-issued permits and leases</li> <li>○ ANCSA Regional or Village Corporation selected lands within National Forests that have not yet been conveyed</li> <li>○ State selected lands within National Forests that have not yet been conveyed</li> </ul> </li> </ul>
<b>Department of Defense Agencies</b> including: <ul style="list-style-type: none"> <li>• U.S. Army*</li> <li>• Missile Defense Agency</li> <li>• U.S. Air Force**</li> <li>• U.S. Navy</li> </ul>	Each of these agencies is responsible for management of wildland fire on their own lands except where specific agreements exist.
<b>Other Federal Agencies</b> including (but not limited to): <ul style="list-style-type: none"> <li>• U.S. Postal Service</li> <li>• U.S. Coast Guard</li> <li>• Federal Aviation Administration</li> <li>• General Services Administration</li> <li>• U.S. Public Health Service</li> <li>• National Environmental Satellite, Data, and Information Service</li> <li>• National Oceanic and Atmospheric Administration</li> </ul>	Each of these agencies is responsible for management of wildland fire on their own lands except where specific agreements exist. As of March 2016 there are no reimbursable arrangements in place beyond initial attack for lands in these jurisdictions.
<p>* U.S. Army Alaska, Fort Wainwright Garrison (FWA) manages some lands in conjunction with the Bureau of Land Management. The AFS Military FMO works with FWA and BLM to determine Jurisdictional Agency for fires on these lands. As of March 2016 there are no reimbursable arrangements in place for US Army lands (including Corps of Engineers) outside of the Fort Wainwright Cantonment or lands co-managed with BLM.</p> <p>** An agreement between the USFS, AK DOF, and Joint Base Elmendorf-Richardson (JBER) allows for DNR billing of the Air Force through the USFS. As of March 2016 there are no reimbursable arrangements in place for USAF lands outside of JBER.</p>	

- Jurisdictional Agency administrators will:
  - 1) Ensure management actions taken by the Protecting Agency are compliant with unit plans and Jurisdictional Agency policy.
  - 2) Set strategic fire direction in Unit Fire Management Plans, WFDSS, and/or in the *AIWFMP*. Ensure *AIWFMP* management option designations are appropriate and reviewed annually. Identify general restrictions and constraints on their administrative units. Management option change procedures are addressed in the *AIWFMP*.
  - 3) Annually identify infrastructure, cultural sites, and natural resource areas within jurisdictional boundaries, and provide direction to the Protection Agencies regarding protection priorities. Ensure that *AIWFMP* management options reflect these priorities, and

that specific sites are included in the Known Sites Database when appropriate. (See **Clause 51.b.3**).

- 4) Approve non-standard responses as defined in *AIWFMP* and record in an approved decision document.
- 5) Work collaboratively with Protecting Agency and other affected Jurisdictional Agencies and provide objectives and constraints to ensure land and resource management objectives are met and documented during the decision support process.
- 6) Assist with the development of incident decision documents, approve decisions, and complete periodic assessments that meet timeframes established in WFDSS.
- 7) Develop and jointly sign a Delegation of Authority to implement the Course of Action and Incident Objective(s) defined in the decision document when incident complexity is Type 3 and above.
- 8) Notify Protecting Agency of any special resource concerns. Assign, as the incident complexity warrants, an Agency Representative and/or Resource Advisor. BIA service contractor providers may serve as Resource Advisors for Native Allotments.
- 9) Participate in Incident Management Team (IMT) meetings to discuss local issues, personnel and facilities and establish a formal recognition of agency roles.
- 10) Collaborate with Protecting Agencies and IMTs regarding media releases.
- 11) Participate in IMT closeouts and contribute to the written evaluation of IMT performance in the implementation of the direction contained in the Delegation of Authority.
- 12) Investigate and pursue all legal actions that are deemed necessary for human-caused fires according to agency policy.
- 13) Provide written repair standards for wildfire suppression activity damage.
- 14) Determine the need for, develop and manage Emergency Stabilization and Burned Area Restoration activities.
- 15) Manage fire prevention and education programs.
- 16) Manage hazardous and habitat fuels programs.
- 17) Manage fire closure/restriction programs for agency lands and coordinate with interagency partners.
- 18) Annually provide the Protecting Agency FMO with known locations of invasive species in order to prevent contamination of adjacent lands and water sources.
- 19) Collaborate with Protecting Agency to analyze the appropriate management organization for an incident.

**c. PROTECTING AGENCIES:**

The Protecting Agencies in Alaska are the DNR, the Bureau of Land Management-AFS, and the USFS.

Protecting Agencies maintain and operate wildfire suppression organizations in Alaska with the primary intention of providing safe, cost-effective suppression services and minimizing unnecessary duplication of suppression systems. Suppression services include all management actions intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread. Management actions for the protection of identified values include, but are not limited to, surveillance, mapping, and on-site actions. If a Protecting Agency has an issue or concern with the Jurisdictional Agency that is irresolvable at the local level, that situation should immediately be elevated to the AFS Manager, the DNR Chief of Fire and Aviation, or the USFS R10 Fire Specialist to discuss and adjudicate with the regional fire management staff. Lessons learned from this process should be included in the Interagency Fall Fire Review agenda.

The Protecting Agencies will:

- 1) Provide the operational control for suppression services in support of the Jurisdictional Agency's mission.
- 2) Provide fire detection coverage based on levels of lightning activity and human use, or at a Jurisdictional Agency's request.
- 3) Determine and document the location, management option, and cause of each incident.
- 4) Ensure that new fires are initiated in the dispatch system, and that IRWIN correctly initiates the incident in WFDSS.
- 5) Implement the initial response to an incident, and notify the appropriate Jurisdictional Agenc(ies) of any fire detected on or threatening agency lands in accordance with the *AIWFMP*.
- 6) Collaborate with Jurisdictional Agenc(ies) to analyze the appropriate management organization for an incident.
- 7) Assign an Incident Commander for initial and extended responses.
- 8) Develop and jointly sign a Delegation of Authority to implement the decision document when the incident complexity is Type 3 or greater.
- 9) Provide supervision and support including oversight, direction and logistical support for all wildfires.
- 10) Assign a Protecting Agency liaison to out-of-state IMT's.
- 11) Conduct initial IMT briefings. Include representatives from affected Jurisdictional Agencies.
- 12) Conduct IMT closeouts and compile IMT evaluations, notes from the closeout, and the Incident Summary and forward to the Protecting Agencies' Chief of Fire Operations, affected Jurisdictional Agenc(ies) and the AWFCG Chair and Executive Assistant. .

- 13) Complete wildfire suppression activities damage repair in accordance with approved suppression repair plans.
- 14) Fulfill interagency reporting requirements as directed in the AIMG and provide Jurisdictional Agencies with final fire reports as described in **Clause 51.b.4**). Submit fire acreage and perimeter data for display on the AICC website using AWFCG GIS Committee protocols. Perimeters will be submitted for fires that escape initial attack in Full and Critical Management Option areas, and for all fires ten acres or greater. Submissions will include periodic acreage and perimeters for ongoing incidents as negotiated with the Jurisdictional Agency, and a final acreage and fire perimeter dataset for inclusion with the final fire report and the Geographic Information System (GIS) Fire History dataset. Collaborate with Jurisdictional Agencies to acquire and validate data.
- 15) Provide fire surveillance updates including latest perimeter maps for ongoing fires as negotiated (i.e. every five days or defined within WFDSS) with the Jurisdictional Agencies.
- 16) Provide wildland fire management related training to Jurisdictional and other Protecting Agencies employees, including emergency fire fighters, based on needs and available training space.
- 17) Collaborate with Jurisdictional Agencies and IMTs on media releases that provide fire statistics and on-going suppression/management actions on fires. Questions regarding Jurisdictional Agency policy or actions will be referred to the appropriate Jurisdictional Agency.
- 18) Distribute annual step-up and draw down plans to Jurisdictional Agencies. Discuss when resource levels and/or fire conditions have triggered step-up or draw down plans during daily tactical meeting.
- 19) Comply with Alaska Department of Fish and Game stream crossing permit requirements where necessary.
- 20) Ensure suppression operations comply with all Alaska Department of Fish and Game water withdrawal permit requirements.
- 21) Complete prescribed fire reporting requirements for inclusion in daily GACC and National reporting systems.

***d. SUPPORTING AGENCIES:***

Refer to *Master Agreement*.

# INTERAGENCY COOPERATION

## 10. COORDINATING GROUPS:

The AWFCG is responsible to review and update, as warranted, the *Alaska Interagency Wildland Fire Management Plan (AIWFMP)*. That plan and its appendices are available at <http://fire.ak.blm.gov/administration/awfcg.php?folder=Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan&content=d:\content\admin\awfcg\C.%20Documents>

The *AIWFMP* is incorporated by reference into this *Statewide AOP*. Its purpose is to promote a cooperative, consistent, cost-effective, interagency approach to wildland fire management and it is the interagency reference for wildfire operational information. It specifies direction for the response to a wildfire that is based on the management option designation and provides guidelines to Jurisdictional and Protecting Agencies for decision support direction as the complexity of a wildfire increases.

## 11. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):

Refer to *Master Agreement*.

## 12. ANNUAL OPERATING PLANS:

Zone/Area/Forest/local Jurisdictional Units Annual Operating Plans (AOPs) will be incorporated as attachments to this *AOP* when completed, and as appropriate. The format for all AOPs between parties who are signatory to the *Master Agreement* should be similar to this *Statewide AOP* and address local operating procedures. Signed AOPs should be submitted annually no later than May 1 to agency representatives listed below in Clause 58; USFS AOPs should be submitted to the R6/10 Incident Business Coordinator. AOPs are valid until a new AOP is signed and submitted.

## 13. INTERAGENCY FIRE DISPATCH CENTERS:

Interagency Fire Dispatch Centers by Protecting Agency are listed below in **Table 2**.

### *a. STAFFING*

Between May 1 and August 15, most interagency fire dispatch centers operate from 08:00 to 18:00 hours, seven days per week. Galena and Southwest Area are exceptions to the aforementioned dates. The interagency fire dispatch centers may be staffed prior to May 1 and after August 15 as determined by the Protecting Agency. Center hours are extended as needed. All interagency fire dispatch centers will have an after-hours and off season contact protocol identified in their dispatch plan.

The interagency fire dispatch centers are staffed, funded, and supported by the Protecting Agencies responsible for the Zone, Area or Forest in which they are located (See **Table 2** below).

**b. RESOURCE ORDERS**

Federal agencies work under a two-tier dispatch system. Orders flow from local dispatch centers to the Alaska Interagency Coordination Center (AICC). DNR dispatch works under a three tier dispatch system; resource orders are placed from the area dispatch centers to the State Logistics Center (SLC); if SLC is unable to fill the resource request, the resource order is placed by SLC to AICC. Reference the AIMG for more specific information.

Resource orders for the Jurisdictional Agencies will be processed through their local Protecting Agency interagency fire dispatch center with the exception of DOI regional office orders which are processed by AICC.

Employees performing virtual (off-site i.e. Fire Behavior Analyst) incident assignments will be ordered through the standard dispatch ordering system. A charge code will be provided on the resource order. In the event that the employee is ordered to support multiple incidents or to work with a decision support center supporting multiple incidents, the employee will be provided multiple incident charge codes or a fire support code by the ordering unit or incident supervisor. (See NWCG Memo #13-2011 at <http://www.nwcg.gov/sites/default/files/memos/eb-m-11-013.pdf>).

**Table 2: Interagency Fire Dispatch Centers**

<i>DNR Protection Area*</i>		<i>AFS Protection Area**</i>		<i>USFS Protection Area</i>	
<i>Area</i>	<i>Location</i>	<i>Zone</i>	<i>Location</i>	<i>Forest</i>	<i>Location</i>
State Logistic Center	Fairbanks	Galena Zone	Galena	Chugach National Forest	Anchorage
Delta Area	Delta	Upper Yukon /Tanana/ Military Zones	Fairbanks	Tongass National Forest	Sitka
Fairbanks Area	Fairbanks				
Tok Area	Tok				
Valdez/Copper River	Copper Center				
Anchorage/Matsu Area	Palmer				
Kenai/Kodiak Area	Soldotna				
Southwest Area	McGrath				
*DNR Protection Area includes the Southeast Area in Haines; the DNR resource staff provides fire suppression services and reporting, as needed; there is no fire Interagency Fire Dispatch Center within the Southeast Area.					
**Southern Zone located in Anchorage is also under the management of AFS; the Southern Zone dispatch center supports the BLM resource staff and does not function as a fire dispatch center.					

**14. ALASKA INTERAGENCY COORDINATION CENTER:**

The AICC is the Geographic Area Coordination Center (GACC) and serves as the focal point for statewide tactical resource coordination, logistics support, and predictive services for all state and federal agencies involved in wildland fire management and suppression in Alaska. AICC is located at the AFS facilities in Fairbanks; AFS provides office space and furniture, office equipment and supplies, and telecommunications, computers, network access and support to the GACC. AFS bills costs associated with these items to DNR in the Annual Fixed Costs Bill for Collection. Positions are staffed and funded by the employing agency as shown in **Table 3**.

Table 3: AICC Staffing and Funding 2016		
<i>Position</i>	<i>Agency</i>	<i>Funded By</i>
<b>Center Manager</b>	AFS	AFS
<b>Assistant Center Manager</b>	USFS/AFS	USFS/AFS
<b>Logistics Coordinator</b>	DNR	DNR
<b>Intelligence Coordinator</b>	DNR	DNR
<b>Fire Weather Program Manager (job shared position)</b>	NPS	NPS
<b>Fire Behavior Specialist</b>	DNR	DNR
<b>Tactical Resources Coordinator</b>	AFS	AFS
<b>Logistics Dispatchers</b>	AFS	AFS
<ul style="list-style-type: none"> <li>• Overhead (2)</li> <li>• Aircraft (2)</li> <li>• Equipment (1)</li> </ul>		
<b>Intelligence Dispatchers (1)</b>	AFS	AFS
<b>Tactical Resources Dispatchers (3)</b>	AFS	AFS(3)

**a. ALASKA INTERAGENCY MOBILIZATION GUIDE (AIMG)**

The *AIMG* is a component of this Statewide AOP by reference. It is published annually by April 1, and is the reference guide for interagency mobilization. All changes should be submitted to AICC by March 1 using the Change Request Form located at: <http://fire.ak.blm.gov/logdisp/aimg.php>.

**b. AICC WEBSITE**

The AICC website at <http://fire.ak.blm.gov/> is a comprehensive source of fire-related information including, but not limited to, the Alaska Preparedness Levels, the Daily Situation Report, current and historic fire perimeter maps, media releases, planned prescribed fires, historical fire data, current weather forecasts, weather station data, Canadian Forest Fire Danger Rating System indices, predictive services products, incident management teams, crew use and the EFF Type 2 Crew Rotation List.

**c. INTERNAL MOVEMENT OF JURISDICTIONAL AGENCY RESOURCES**

Internal Jurisdictional Agency mobilization of agency resources within Alaska and to/from the Lower 48 is at the discretion and cost of that agency. These internal movements may be accomplished without the use or notification of AICC. However, use of standard dispatching procedures is recommended to facilitate tracking of resource use and availability while in Alaska.

If agency resources are charging to a fire code, use of ROSS and coordination with the Protecting Agency FMO is required with the exception of personnel on their home unit and

acting within the scope of their authority. Charges included in cross-billing must be supported by documentation (resource orders, travel vouchers, OF-288, etc.).

## **15.INTERAGENCY RESOURCES:**

Reference the AIMG for types, procedures and protocols. All agencies' assigned personnel will function under the receiving agency's health, safety, and air operations procedural policies unless the sending agency's policies are more stringent, in which case the more stringent policies will be followed. When safety issues, concerns, or questions develop, agency subject matter experts will be contacted for resolution.

### ***a. AVAILABILITY***

During the fire season, as necessary, each Jurisdictional and Protecting Agency will determine what resources are available for initial response and/or incident assignments, notify the local Protecting Agency Fire Management Officer (FMO), and status in ROSS. This information will be provided by the Protecting Agency FMOs to their representatives for the Daily Statewide Tactical Meeting. Area/Zone/Forest resource availability will be managed within the local Area/Zone/Forest.

### ***b. STATEWIDE SHARED TACTICAL RESOURCES***

Statewide shared tactical resources include smokejumpers, aerial supervision modules, air attack, lead planes and airtankers. The protocols for requesting and use of these resources are identified in the *AIMG*.

Requests for extended and weekend staffing will be processed by AICC and costs will be allocated to the agency making the request. These costs and the resulting support costs are included in the Bill for Collection for Suppression and Non-specific Suppression Support.

### ***c. STRATEGIC ALLOCATION OF TACTICAL RESOURCES***

During the fire season, as necessary, daily meetings include the DNR Statewide Preposition Conference Call, the AFS Tactical Meeting, the Daily Statewide Tactical Meeting, the Statewide Weather Briefing, and Area/Zone/Forest briefings. Each Protecting Agency will decide which resources will be made available for standby, pre-positioning, or commitment to an incident. The USFS Regional Fire Specialist will be the focal point for USFS resources. During the Daily Statewide Tactical Meeting (routinely attended by the DNR Fire Operations Forester, the AFS Chief, Division of Fire Operations, and the AICC Manager, and available to jurisdictional representatives), the initial distribution of resources will be made. The location and status of the statewide shared tactical resources will be conveyed to the Agencies and Interagency Fire Dispatch Centers via the teletype, the Daily Statewide Tactical Meeting, and/or Integrated Fire Management (IFM).

Considerations for resource distribution include:

- Use of all available in-state resources
- Ordering of additional resources from the Lower 48 or Canada
- Alaska and National Preparedness Levels

- Severity funding requests both agency-specific and interagency
- Draw-down and Step-up plans

Once the distribution of resources has been established, the priority for dispatch of these statewide tactical resources will be based on protection priorities as established in the *AIWFMP*. Strategic resource decisions determined by the Daily Statewide Tactical Meeting will be communicated to the Agencies and the Interagency Fire Dispatch Centers via the teletype and/or IFM.

***d. RESOURCE ALLOCATION PRIORITIES***

Under Alaska Preparedness Levels 1-3, the Protecting Agencies' fire operation leads set resource allocation priorities; under Preparedness Levels 4 and 5, the Alaska Multi-agency Coordinating Group (AMAC) approves those priorities. Reference *AMAC Handbook* (<http://fire.ak.blm.gov/administration/mac.php>) and Alaska Preparedness Levels in the *AIMG* (<http://fire.ak.blm.gov/logdisp/aimg.php>)

***e. MUTUAL SUPPORT***

The Protecting Agencies may request tactical resources from each other for initial response without processing a Resource Order. OF-288 time sheets will be completed and signed before tactical and/or support resources are released. If this is not possible, teletype or email approval of hours worked is acceptable. Jurisdictional Agency resources may respond based on a verbal request from the Protecting Agency but follow-up documentation including a Resource Order and approved Time Report is required.

**Any non-Stafford Act, non-fire response request requires a Reimbursable Agreement be in place prior to filling a request. (For the Department of the Interior Agencies see the 2014 U.S. Department of the Interior Memorandum of Agreement for Intra-Agency Support during Emergency Incidents.)**

<https://www.doi.gov/sites/doi.gov/files/migrated/emergency/upload/DOI-MOA-post-surname-FINAL-14JAN14.pdf>

***f. EXTENDED STAFFING REQUESTS***

All requests for extended staffing must be approved and a charge/reimbursable code assigned by the Protecting Agency FMO. The use of local Jurisdictional or Protecting Agency resources will be documented at the local dispatch level to support overtime authorizations and billing procedures and be provided to the regional fire management offices. A Resource Order is required for extended staffing by Jurisdictional Agency resources to support cost recovery billing by the Jurisdictional Agency (see **Clauses 38** and **46.f**).

***g. SUPPLEMENTAL RESOURCE REQUESTS***

Cost incurred for supplemental resource request mobilizations and assignments will be apportioned as decided at the Daily Statewide Tactical Meeting and included in the Bill for Collection for Suppression and Non-Specific Suppression Support. Any cost-sharing for these supplemental resources will be documented on the Resource Orders through AICC (e.g., sharing a booster load of Smokejumpers between DNR and AFS, GACC Support, MAC Support).

***h. SEVERITY FUNDING REQUESTS***

Federal severity funding may be used to temporarily increase or extend seasonal firefighting staff and resources; provide for extended use of aircraft; additional aircraft and resources; and pay for standby and increased fire prevention activities. Additional information regarding federal severity funding is available at: [http://www.nifc.gov/policies/pol\\_severity\\_funding.html](http://www.nifc.gov/policies/pol_severity_funding.html)

***i. FIRE MEDIC PROGRAM***

The Fire Medic Program is managed by the DNR Division of Forestry Safety Officer, and the AFS Safety and Occupational Health Specialist who serves as the program's Fire Medic Coordinator. The physician sponsor is the Medical Director of the program.

The program's managing documents are the *Alaska Interagency Wildland Fire Medic Policy* and its appendices, including the Program's *Standard Operating Guidelines*. See the *AIMG* for Fire Medic ordering procedures.

DNR provides the administrative support to process all hiring, payroll, worker's compensation, travel and other miscellaneous expenses associated with EFF Medics on fire assignments. AFS funds the Fire Medic Coordinator and is responsible for the program's management and operations

The costs incurred for pre-season orientation training for Fire Medics (not including EFF wages) are divided equally between AFS and DNR. Pre-season replacement of expired kit items and restocking during the fire season are charged to individual incidents, when possible. When replacement costs are not charged to incidents, they are divided equally between AFS and DNR. Fire Medic expenses incurred on incident assignments are charged to that incident. The reimbursable costs for the Fire Medic Program are included in the Suppression and Non-Specific Support Bill for Collection.

***j. TYPE 2 EFF CREW MOBILIZATION***

Type 2 EFF crews are managed as defined in the *Alaska Emergency Firefighter Type 2 Crew Management Guide* available at <http://fire.ak.blm.gov/logdisp/crews.php>.

Mobilization of Type 2 EFF crews to the Lower 48 is an Alaskan priority. Parties to this Agreement will provide their resources for assignments as Crew Representatives, Interagency Resource Representatives, and Crew Administrative Representative.

***k. INTERAGENCY AND AGENCY CREWS***

Type 1, Type 2IA, and Type 2 interagency or agency crews will be used as available. By June 1, all Type 1 and Type 2IA crews should complete their annual training and/or certification requirements. For Type 1 crew certification requirements, reference the *Standards for Interagency Hot Shot Crew Operations* ([http://www.fs.fed.us/fire/people/hotshots/ihc\\_stds.pdf](http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf)); Type 2IA crews will meet *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)) standards. See the *AIMG* for ordering procedures.

***l. NATIONAL GUARD***

The DNR will establish contacts and necessary agreements for National Guard assistance. All requests for National Guard resources will be processed by SLC.

***m. NON-DNR STATE OF ALASKA RESOURCES***

DNR will process requests for State of Alaska employees and ensure that reimbursable services agreements are in place. Costs are reimbursable to DNR and included with the Suppression and Non-Specific Suppression Support billings.

***n. NON-NWCG FEDERAL AGENCY RESOURCES***

AFS will process requests for non-NWCG Federal Agency employees and ensure that reimbursable services agreements are in place. Costs are reimbursable to AFS and included with the Suppression and Non-Specific Suppression Support billings.

***o. ALASKA ORIENTATION BRIEFING***

Lower 48 resources filling Resource Order requests for incident assignments in Alaska will have an Alaska Orientation Briefing package made available to them.

***p. MISCELLANEOUS ASSISTANCE***

Agencies are accountable for tracking the expenditures charged for these activities. Where separate reimbursable agreements are necessary, establishing reimbursable agreements and charge codes pre-season is encouraged. Costs associated with this section that are eligible for reimbursement using a Bill for Collection may be totaled and included as a separate line item in the Annual Fixed Costs billing. Each bill is subject to audit.

**1) Meals and Lodging**

AFS has lodging and dining facilities available on Fort Wainwright and in Galena.

Personnel filling a fire Resource Orders are subsisted and sign for meals and lodging at AFS facilities using an assigned charge code.

Personnel using reimbursable agreements for meals or lodging must ensure that their agency has a reimbursable agreement and accompanying charge code in place prior to arrival.

Personnel intending to use a credit card for lodging expenses must confirm prior to arrival that their credit card will be accepted at the facility. Credit cards may be accepted for lodging at the AFS barracks on Fort Wainwright and Galena; credit cards are not accepted at AFS facilities for meals.

Personnel on resource orders will be given priority for lodging. Lodging for agency personnel not on a Resource Order is available on a case-by-case basis.

Cash is accepted at the AFS Barracks and AFS Dining Hall on Fort Wainwright. The cash meal price is set annually; the AFS costs for meals charged to a reimbursable agreement or a fire resource order charge code are based upon the established per diem rates for that location. Meals, including sack lunches that are ordered, regardless if they are consumed, will be billed to the charge code. AFS barracks rates are established annually.

## 2) AFS Facilities on Fort Wainwright

AFS provides office space and furniture, office equipment and supplies, telecommunications, computers, network access and support. Refer to **Attachment 1: Annual Fixed Costs.**

## 3) McGrath Facilities

The DNR is authorized to utilize the BLM's facilities and associated land at McGrath as a fire preparedness facility and is billed for the maintenance of those facilities.

## 16.STATE TO STATE RESPONSE:

Refer to **Clause 46** in this AOP, *Master Agreement Clause 16*, and *Exhibit D: Reimbursable Billings and Payments.*

## 17.STANDARDS:

Assigned personnel will function under the Protecting Agency's health and safety, and air operations procedural policies unless the Agency's policies of assigned personnel are more stringent. In that case, the more stringent Agency's policies will be followed by that individual. When safety issues, concerns, or questions develop, an Agency subject matter expert will be contacted for resolution.

Alaska interagency standards are also addressed in the AIMG and the AIWFMP.

The hiring or employing agencies are responsible for ensuring that local government or structure fire department personnel utilized on wildland fires are trained and qualified according to:

- *National Interagency Incident Management System Wildland Fire Qualification Guide* (National Wildland Fire Coordinating Group Publication 310-1), (<http://www.nwccg.gov/memos/eb-m-15-012>)
- *Forest Service Fire and Aviation Management Qualifications Guide*, (USFS), (<http://www.fs.fed.us/fire/publications/>)
- *And/or Wildland Training for Structural Firefighters*, (U.S. Fire Administration), ([http://www.usfa.fema.gov/downloads/pdf/wildland\\_training\\_crosswalk.pdf](http://www.usfa.fema.gov/downloads/pdf/wildland_training_crosswalk.pdf)).

Each agency will provide coordination and payment of personnel and equipment, as needed, when local government or structure fire department resources are required within their respective Protection Areas. These costs may be reimbursable per terms of local agreements. Personnel and equipment of these departments will be utilized only in their areas of specialized expertise, jurisdiction and qualification. Additional guidance is contained in the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)).

# PREPAREDNESS

## 18. PROTECTION PLANNING:

The Jurisdictional Agencies are responsible for setting the strategic fire direction.

<b>Table 4: Due Dates and Protection Planning Tasks</b>	
<i>Due Date</i>	<i>Protection Planning Task</i>
December AWFCG Meeting	<ul style="list-style-type: none"> <li>• AWFCG selects or affirms the Alaska Type 1 &amp; 2 Incident Commanders for the upcoming fire season. (AWFCG SOP)</li> </ul>
January AWFCG Meeting	<ul style="list-style-type: none"> <li>• AWFCG review and update of AIWFMP. (AWFCG SOP)</li> <li>• Teletype hub at AFS is operational year round. (<b>Clause 43.c</b>)</li> <li>• Integrated Fire Management (IFM) system is operational year round. (<b>Clause 43.d</b>)</li> </ul>
January 15	<ul style="list-style-type: none"> <li>• ICAP Applications for Type 1 &amp; 2 IMT members are due. IMT nomination procedures are located at <a href="http://fire.ak.blm.gov/logdisp/overhead.php">http://fire.ak.blm.gov/logdisp/overhead.php</a> under Logistics and Dispatch.</li> <li>• Deadline for submitting ownership data for inclusion in Alaska Land Status product.</li> </ul>
Month of February	<ul style="list-style-type: none"> <li>• AWFCG Operations Committee and Incident Commanders (Type 1&amp;2) select IMT members, Trainees and Apprentices.</li> </ul>
February 15	<ul style="list-style-type: none"> <li>• Deadline for submitting AIWFMP Management Option designation changes to AFS per the Management Option Change Procedures under Documents at <a href="http://fire.ak.blm.gov/administration/awfcg.php?folder=Management%20Options%20Change%20Procedures&amp;content=d:\content\admin\awfcg\C.%20Documents">http://fire.ak.blm.gov/administration/awfcg.php?folder=Management%20Options%20Change%20Procedures&amp;content=d:\content\admin\awfcg\C.%20Documents</a></li> <li>• Deadline for submitting protection area boundary changes to AFS. (<b>Clause 18</b>)</li> <li>• Deadline for submission of site data, orthophotos, and fire perimeter updates to AFS to incorporate into the respective Geographic Information System (GIS) files for the use during the upcoming fire season. (<b>Clause 51.b</b>)</li> <li>• Updated Federal and State of Alaska Geographic Area Supplements available with rates for Emergency Equipment Rental Agreements for upcoming fire season. (<b>Clause 39.c</b>).</li> </ul>
March 1	<ul style="list-style-type: none"> <li>• Master Agreement reviewed; Alaska Statewide AOP updated by the signatories to this Agreement and signed by regional and statewide fire staffs. (<b>Clause 4</b>)</li> <li>• AIWFMP Annual Review completed</li> <li>• AIMG changes submitted to AICC. (<b>Clause 14.a</b>)</li> </ul>
March 15	<ul style="list-style-type: none"> <li>• Historic Fire Perimeter file updated with prior year data and available from AFS (<b>Clause 51.b.1</b>)</li> <li>• Management Option and Known Sites Database files updated and available from AFS for current year. (<b>Clause 51.b.3</b>)</li> <li>• Alaska Land Status product updated and available from AFS for current year.</li> <li>• Strategic Objectives and Management Requirements for each unit updated in WFSS</li> <li>• IFM system annual updates completed</li> <li>• DNR desired RAWS operational dates to AFS (<b>Clause 44</b>)</li> </ul>

<b>Table 4: Due Dates and Protection Planning Tasks (Continued)</b>	
<i>Due Date</i>	<i>Protection Planning Task</i>
April 1	<ul style="list-style-type: none"> <li>• AIMG changes Completed. (<b>Clause 14.a</b>)</li> </ul>
April – 1st week	<ul style="list-style-type: none"> <li>• IMTs, Agency Administrators and Fire Management Officers Spring Meeting. Alaska Team SOP's finalized this week.</li> </ul>
April 15	<ul style="list-style-type: none"> <li>• DNR and AFS exchange information on their fueling services and vendors available for aircraft operations. (<b>Clause 45</b>)</li> </ul>
April 1- Aug 31	<ul style="list-style-type: none"> <li>• Official State of Alaska Fire Season;</li> <li>• State Burning Permits required (<b>Clause 24</b>)</li> </ul>
April 1 – Sept 1	<ul style="list-style-type: none"> <li>• Principle operating period for Alaska Fire Weather Program (<b>Clause 44.b</b>)</li> </ul>
May 1	<ul style="list-style-type: none"> <li>• Area/Zone/Forest AOPs completed, reviewed and signed, as needed.</li> <li>• DNR provides the list of aircraft that will routinely operate on AFS ramp on Ft. Wainwright to AFS Aviation. (<b>Clause 45</b>)</li> </ul>
May 1 – Aug 15	<ul style="list-style-type: none"> <li>• Dispatch Centers staffed 0800-1800 7 days per week with the exception of Galena and Southwest Area (<b>Clause 13.a</b>)</li> </ul>
May 20	<ul style="list-style-type: none"> <li>• Lightning Detection Network operational.</li> </ul>
June 1	<ul style="list-style-type: none"> <li>• All Alaska Type 1 and Type 2 IA crews have completed their annual training and/or certification requirements. (<b>Clause 15.j</b>)</li> </ul>
October 2nd week	<ul style="list-style-type: none"> <li>• Interagency Fall Fire Review (AWFCG SOP)</li> <li>• Type 1&amp;2 Incident Commander ICAP applications are due. (IMT Application &amp; Selection Process)</li> <li>• Initiate AOP &amp; AIWFMP review process</li> </ul>
Nov 1	<ul style="list-style-type: none"> <li>• Known Sites Database updated (<b>Clause 51.b.3</b>)</li> </ul>

## **19. PROTECTION AREAS AND BOUNDARIES:**

AICC maintains the Master Map Atlas. Beginning in 2016, AICC's electronic versions of the following datasets will be considered the official source:

- Fire Protection Area/Zone Boundaries
- AIWFMP Fire Management Option Boundaries

Areas, Zones, and Forests may maintain local map atlases in order to facilitate operations; however, they are responsible for ensuring the AICC Map Atlas is updated with any changes made at the local level.

The official records for federal land status are the Master Title Plats. The official records for state and private land status are available digitally on Alaska Mapper. A consolidated land status product produced by the AWFCG GIS committee is available for initial land status determinations.

Changes to the Protection Area boundaries may be made at the recommendation of the Jurisdictional or Protecting Agency staff. Documentation will include a description of the change, a map, and the justification for the change. The document will be signed by the Protecting Agency and Jurisdictional Agency(s) FMO(s). This document will be submitted to the affected Protecting Agency managers and affected regional fire management staffs for final approval. The final approval and other documentation will be forwarded to the AICC by February 15 to update their map atlas and coordinate the update of the electronic files. A copy of the documentation will be kept on file at AICC.

## **20.METHODS OF FIRE PROTECTION AND SUPPRESSION:**

The Protecting Agencies will provide fire detection coverage based on levels of lightning activity and human use or at the Jurisdictional Agency's request.

Upon discovery, the Protecting Agency is responsible to determine, verify and document the incident location, the Jurisdictional Agency, management option, and cause, and implement the initial response. Notification procedures are addressed in the *AIWFMP* and **Clause 28** of this AOP.

## **21.JOINT PROJECTS AND PROJECT PLANS:**

Joint plans will be completed in accordance with agency policies. Costs allocations will be agreed upon and documented in the project plan.

Project expenses are reimbursable; a project code will be assigned and used to track costs and expenses. For the DNR-AFS projects these costs may be included in bill for collection for Suppression and Non-Specific Suppression Support.

For DNR, DOI agencies or USFS projects, a reimbursable agreement, bill of collection or a purchase request/order citing this agreement is to be used. (See *Master Agreement Exhibit E* for format)

Additional guidance for the federal agencies is contained in the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)) under Federal Agencies Assistance in the Fuels Management Chapter.

## **22.FIRE PREVENTION:**

Fire prevention programs are agency-specific; communication, collaboration and cooperation among the agencies are encouraged. The AWFCG Wildland Fire Prevention and Education Committee provides an interagency forum for addressing statewide prevention issues. Alaska prevention brochures including Alaska Firewise and other educational materials are available at [http://fire.ak.blm.gov/administration/awfcg\\_committees.php](http://fire.ak.blm.gov/administration/awfcg_committees.php).

## **23.PUBLIC USE RESTRICTIONS:**

Fire restrictions and area closures will be coordinated by affected Jurisdictional Agencies and implemented under those agency's regulations. When the AMAC is active, fire restrictions and closures may be suggested and implemented by that group.

## **24. BURNING PERMITS:**

All open burning, regardless of permit requirements, is subject year-round to State laws and regulations pertaining to burning practices (*Alaska Statute 41.15.010-41.15-170 and 11 AAC95 Article 6*). Penalties may apply for unsafe burning.

Boroughs or municipalities may have more stringent requirements for burning within their boundaries.

### ***a. DEBRIS BURNING***

Permits are required to burn debris piles, mowed lawns, and fields of grasses or brush on State, private, or municipal lands during the fire season (April 1 to August 31) within DNR Protection Areas; however, some locations have no burn permit requirements. Burn permits are subject to burn restrictions and suspensions. (This is distinct from public use restrictions identified above and applies only to those areas and activities that require a burn permit under DNR regulations.) Information on DNR burn permits and permit regulations is available at <http://forestry.alaska.gov/fire/burnpermits.htm>.

### ***b. PRESCRIBED BURNING***

Federal agencies are exempt from DNR permitting requirements if the project is covered under an agency approved Prescribed Fire Plan. All federal and state agencies and the general public are required to follow the Alaska Department of Environmental Conservation (DEC) permitting regulations for prescribed burning. DEC issues Open Burn Approvals. Applications are available at <http://dec.alaska.gov/air/ap/OpenBurn.htm>. Information and regulations are available at [http://dec.alaska.gov/air/ap/Burn\\_infor.htm](http://dec.alaska.gov/air/ap/Burn_infor.htm). See **Clause 25** for more information.

## **25. PRESCRIBED FIRE AND FUELS MANAGEMENT:**

Prescribed fires are planned, conducted and reported based on individual agency policy. Minimum requirements for Federal Agencies are described in the *Interagency Prescribed Fire Planning and Implementation Procedures Guide* available at: <http://www.nwcg.gov/sites/default/files/products/pms484.pdf>.

Ignition of prescribed fire is subject to restriction based on National and Alaska Preparedness Levels. (Reference *AIMG* for Alaska Preparedness Level information.)

During the fire season, it is the responsibility of the Jurisdictional Agency planning the burn to provide timely notification to and place orders with the Protecting Agency local Interagency Fire Dispatch Center and to adhere to the DEC open burn approval stipulations. The local Fire Dispatch Center will be notified daily of the location, planned ignition time, and planned acreage; the point and method of contact will be established; and the contingency forces identified including their location and point of contact. The Burn Boss is responsible to order and inform the contingency forces of any planned burning and ensure their availability. During the project, the Burn Boss will report each evening to the local Fire Dispatch Center acres burned so that the information may be included in the AICC Situation Report. If the project occurs when a local Fire Dispatch Center is seasonally closed, the above information will be transmitted to AICC for inclusion in the *AICC Situation Report*.

Billing procedures and charge codes will be established prior to orders being placed and included in the project plan as described in **Clause 21**. Extended hours for the Interagency Fire Dispatch Center will be negotiated prior to ignition. Costs may include required dispatch staffing beyond normal business hours, travel and transportation expenses, crew salaries, and other project expenses incurred by the Protecting Agency.

## **26.SMOKE MANAGEMENT:**

Smoke assessments are the responsibility of both the Jurisdictional and Protecting Agencies. The need for air resource advisors is increasing and additional technical expertise for addressing air quality and health related issues may be available through the DEC.

The *Alaska Enhanced Smoke Management Plan for Planned Fire* (ESMP) was developed by DEC in coordination with the AWFCG Air Quality Committee. The ESMP and its appendices are located at [http://fire.ak.blm.gov/administration/awfcg\\_committees.php](http://fire.ak.blm.gov/administration/awfcg_committees.php). The ESMP outlines the process and identifies issues that need to be addressed by DEC and federal and state agencies or private landowners/corporations to help ensure that prescribed fire activities minimize smoke and air quality problems. The ESMP Appendices provide additional assistance for interagency sharing of information, the applicability and availability of current smoke management techniques, monitoring protocol, public education strategies, and emission reduction techniques.

The AWFCG-approved “Smoke Effects Mitigation and Public Health Protection Protocols” are available at <http://fire.ak.blm.gov/administration/awfcg.php>. For current smoke information and forecast, regulations, advisories, and educational materials, refer to the DEC website <http://www.dec.state.ak.us/air/anpms/index.htm>.

## OPERATIONS

### 27. CLOSEST FORCES CONCEPT:

Reference the *Master Agreement Clauses 28 and 30*, and **Clause 32** below.

The Protecting Agency FMO is responsible to dispatch closest available and appropriate forces for initial response. The following also applies:

**a. DNR DELTA AREA AUTHORITY FOR DONNELLY TRAINING AREA**

For lands located in the Donnelly and Fort Greely Training Areas in Critical and Full Management Option areas, the Army Fire Chief or AFS Military Zone FMO may request initial response assistance directly from the DNR. All requested suppression costs incurred by DNR are reimbursable by AFS unless covered by a local mutual aid agreement. The AFS Military FMO will be immediately notified of the request and response. The Fairbanks/Delta Area Forester and AFS Military FMO will negotiate extended response operations.

**b. DNR MATSU AREA AUTHORITY FOR JOINT BASE ELMENDORF-RICHARDSON (JBER)**

For lands managed by the U.S. Air Force at Joint Base Elmendorf-Richardson (JBER), the JBER Fire Chief may request initial response assistance directly from the DNR through their mutual-aid agreement. All requested suppression costs incurred by DNR are reimbursable by USFS through their three way agreement.

**c. DNR FAIRBANKS AREA AUTHORITY FOR EIELSON AIR FORCE BASE AND CLEAR AIR FORCE STATION**

For lands managed by the U.S. Air Force at Eielson and Clear the appropriate Fire Chief may request initial response assistance directly from the DNR through their mutual-aid agreement. As of March 2016 there are no reimbursable arrangements in place.

**d. OTHER FEDERAL AND MILITARY LANDS WITH NO SUPPRESSION AGREEMENTS IN PLACE**

As of March 2016 there are no reimbursable arrangements in place for other federal and military lands in Alaska.

### 28. FIRE NOTIFICATIONS:

Protecting Agencies are responsible for informing Jurisdictional Agencies when wildfires occur on or threaten their lands. Beginning in 2016 written initial notification is required, and should be followed up with telephone, in-person, or other voice contact. Additional notification details, including notification contacts are described in the *AIWFMP*. (Reference *Exhibit B of the Master Agreement* for contact names and phone numbers)

## **29. PROTECTION AREA BOUNDARY LINE FIRES:**

See *Master Agreement Clauses 19 and 29* and also reference the notification procedures in the *AIWFMP* and those listed in **Clause 28** of this *AOP*.

## **30. INDEPENDENT ACTIONS:**

The Protecting Agency retains operational control of the incident regardless of who is responding. Any Party taking action will promptly notify the Protecting Agency to identify resources enroute or on-scene and ensure mitigation of safety issues. See **Clause 32** below.

## **31. ESCAPED PRESCRIBED FIRES:**

Wildfires resulting from escaped prescribed fires that were ignited by, managed at the direction of, or under the supervision of one of the Parties to this Agreement shall be the responsibility of the Jurisdictional Agency. If the Parties to this Agreement jointly conduct or manage a prescribed fire, the responsibility for suppression costs, should it escape, shall be agreed upon and documented in the Project Plan. All suppression costs and associated damages are the responsibility of the Fiscally Responsible Agency unless otherwise agreed. The Parties to this Agreement will not hold each other responsible under this clause for escaped prescribed fires originating on private land, or on state or federal lands not protected by one of the Parties to this Agreement.

When a prescribed fire is declared a wildfire, the Protecting Agency FMO will assume operational control with the collaboration of Jurisdictional Agency, the Burn Boss, and the contingency IC. A wildfire number will be assigned and all wildfire management costs will be charged to that number. Decision support documentation is required regardless of fire cause. The acreage burned after the prescribed fire was declared a wildfire is reported as wildfire acreage in the final fire report. Reference **Clause 32** below for decision process requirements.

As dictated by individual agency policy, the Jurisdictional Agency administrator is responsible for conducting the appropriate level of investigation when a prescribed fire is declared a wildfire.

## **32. RESPONSE TO WILDLAND FIRE:**

The protection of human life is the single, overriding suppression priority. Setting additional priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on an evaluation of the values to be protected, human health and safety, and the costs of protection.

Operational control, as defined in *Exhibit A: Wildland Fire Glossary of Terms*, of wildfire incidents is the responsibility of the Protecting Agency. The Protecting Agency FMO will assign an Incident Commander and provide supervision and support including oversight, direction and logistical support for wildfires. The Protecting Agency FMO will retain operational control of unstaffed fires. The Protecting Agency will be responsible for fulfilling daily interagency incident reporting requirements and will complete the final fire report which will be provided to the Jurisdictional Agencies. Jurisdictional Agencies are responsible for all fire reporting required by internal agency policy. When requested, the Protecting Agency will provide digital photos (aerial preferred) to the Jurisdictional Agency for decision support documentation.

**a. INITIAL RESPONSE**

The Protecting Agencies will notify the appropriate Jurisdictional Agenc(ies) of any fire threatening that agency's lands in accordance with the *AIWFMP* and **Clause 27** of this AOP. Response will be based on strategic direction provided by Jurisdictional Agenc(ies) at the time of the incident or the management option designation. Procedures for non-standard responses are in the *AIWFMP*.

**b. EVACUATIONS**

Local authorities are responsible for evacuation procedures. When a wildfire occurs inside an organized Borough, the Borough's emergency manager will be the contact point for declared evacuations. The Borough will typically be the primary agency for evacuee support. Outside the organized boroughs the State Division of Homeland Security and Emergency Management should be the lead agency for evacuations.

**c. DECISION PROCESS**

Not all wildfires require published WFDSS decisions. Criteria for determining whether a published decision is required are agency-specific (see **Attachment 5**). The jurisdictional agency at the point of origin is normally responsible for initiating the WFDSS decision process; however, any affected jurisdictional or protecting agency may request that a decision be developed and published. Decisions will support the strategic objectives defined by the Jurisdictional Agenc(ies).

For all incidents:

- Public and firefighter safety issues are the primary considerations.
- If a WFDSS decision is initiated, the Protecting Agency will assist in the development of a Risk Management Assessment, course of action, and cost estimate. The Protecting Agency will authorize and provide oversight for all incident resources regardless of the complexity level.
- The operational guidelines for special management considerations are contained in the *AIWFMP* and/or in Unit Fire Management Plans and will be included in the decision documentation in WFDSS.

Additional information regarding WFDSS is located at:

<http://fire.ak.blm.gov/administration/wfdss.php>

**d. WILDLAND FIRE DECISION SUPPORT SYSTEM APPROVAL REQUIREMENTS**

The Protecting Agency will develop and implement incident tactics based on verbal approval from the Jurisdictional Agency FMO or agency administrator while WFDSS approvals are being finalized.

**Table 5: Alaska WFDSS Approval Authorities**

Incident Cost Estimate <sup>1</sup>		Less Than \$5 Million	\$5 Million - \$10 Million	Greater Than \$10 Million	
<b>Jurisdictional Agency</b>	<b>Alaska State (includes private and municipal lands)</b>	Regional Forester	Regional Forester	Regional Forester	
	<b>BIA (Native Allotments)</b>	BIA Deputy Regional Director <sup>2</sup>	BIA Regional Director <sup>2</sup>	BIA Regional Director <sup>2</sup>	
	<b>BLM</b>	Field Office Manager <sup>3</sup>	Field Office Manager <sup>3</sup>	Field Office Manager <sup>3</sup>	
	<b>FWS</b>	FWS Refuge Manager	FWS Regional Director <sup>2</sup>	FWS National Director <sup>2</sup>	
	<b>NPS</b>	NPS Park Superintendent	NPS Regional Director <sup>2</sup>	NPS National Director <sup>2</sup>	
	<b>ANCSA Corporation<sup>6</sup></b>	AFS FMO	AFS Manager	AFS Manager	
	<b>US Air Force (JBER)<sup>5</sup></b>	Regional Forester and USFS as below	Regional Forester and USFS as below	Regional Forester and USFS as below	
	<b>USFS</b>	<b>Type 3,4,5 Incident</b>	District Ranger with Forest Supervisor oversight		
		<b>Type 2 Incident</b>	Forest Supervisor with Regional Forester oversight <sup>4</sup>		
		<b>Type 1 Incident</b>	Regional Forester with National oversight <sup>4</sup>		
<b>Protecting Agency</b>	<b>AFS Protection</b>	AFS FMO	AFS Manager	AFS Manager	
	<b>DOF Protection</b>	Regional Forester	Regional Forester	Regional Forester	
<b>Fiscally Responsible Agency for ANCSA Corporation<sup>6</sup>, Native Allotment, and BIA, FWS, NPS lands</b>		AFS FMO	AFS Manager	AFS Manager	

<sup>1</sup>**DOI**- Cost estimate based on proportionate agency share of the estimated final cost of the incident. For example, on a \$20 million fire managed by a Type 1 IMT that is 98% FS, 1% BLM, and 1% NPS, the USFS Regional Forester and the BLM and NPS local Agency Administrators would be the approving officials in a jointly published WFDSS decision.

<sup>2</sup>**BIA/NPS/FWS**- Regional Directors and National Director may delegate WFDSS approval authority as per agency policy.

<sup>3</sup>**BLM**- District/Field Managers will approve WFDSS decisions and provide written notification to the state and/or national director when approaching \$5 million and/or \$10 million cost estimates. Refer to Chapter 2 for additional information regarding delegation of WFDSS approval.

<sup>4</sup>**FS**- This authority may be delegated to the next lower level provided that the line officer at the lower next level meets Line Officer wildfire response certification requirements.

<sup>5</sup>**USAF/USCG/ Other Federal Agencies** As of 2016 there are no reimbursable arrangements in place for USAF lands outside of JBER or other Federal or DoD agencies not shown in the table.

<sup>6</sup>**ANCSA Corporations** – AFS retains fiscal and joint jurisdictional responsibility for ANCSA Corporation lands in USFS Protection although there is no mechanism for funds exchange between BLM and USFS.

WFDSS decisions document objectives and requirements, fiscal estimates, and a course of action for an incident. The decision-making process requires a collaborative effort by all of the agencies responsible for these components:

- Jurisdictional Agency(s) are responsible for identifying values of concern, strategic objectives and management requirements based on their unique land and resource management priorities.
- The Fiscally Responsible Agency (AFS has fiscal approval authority for non-BLM DOI lands, Alaska Native Corporation lands, and Native Allotments) is responsible for providing cost oversight and direction.
- The Protecting Agency is responsible for developing an implementable, fiscally responsible course of action that meets objectives and complies with management requirements.

Unless otherwise negotiated by responsible agencies, WFDSS decisions will be approved by all Jurisdictional Agencies within the Planning Area (see **Table 1**), the Fiscally Responsible Agency, and the Protecting Agency as described in Chapter 2 and Chapter 11 of the *Interagency Standards for Fire and Fire Aviation Operations* and in **Table 5**.

***e. FIRES WITH FEDERAL EMERGENCY MANAGEMENT AGENCY REIMBURSABLE EXPENSES***

If an incident affects lands within State jurisdiction, expenditures may qualify for the Fire Management Assistance Grant Program (FMAG) under Federal Emergency Management Agency (FEMA). A new incident number/FIRECODE may be issued to track expenses during the FEMA qualifying period. This grant program is applicable to fires occurring on state and private lands (not including Native Allotments or Native Corporation lands) regardless of Protecting Agency. Reference **Clause 46** below for billing procedures and documentation requirements.

***f. SURVEILLANCE AND MONITORING***

Periodic surveillance/monitoring of unstaffed fires in order to evaluate fire behavior and threats will continue for the duration of the incident. Surveillance/monitoring frequency will be coordinated between the Protecting Agency and the Jurisdictional Agency; both agencies will notify the appropriate interagency fire dispatch center prior to departure of surveillance/monitoring flights.

Monitoring for fire effects and research purposes is at the Jurisdictional Agency's discretion. The Jurisdictional Agency will coordinate with the Protecting Agency FMO and notify the Interagency Fire Dispatch Center prior to departure of a monitoring flight over on-going incidents.

Flights, monitoring actions or visits to the wildfire, or within the vicinity of the fire, will be coordinated with the on-site Incident Commander and Protecting Area FMO.

**g. AGENCY-SPECIFIC REPORTING REQUIREMENTS**

Jurisdictional Agencies will follow internal agency requirements.

**h. INVASIVE SPECIES CONTROL**

Every effort will be used to prevent the introduction and spread of invasive plant species during fire operations, including those that may be transported to Alaska by crews and resources from outside the state (including Alaska crews returning from fire assignments in the Lower 48 or elsewhere).

- Resource Orders will include instructions for thoroughly cleaning clothing, boots, and equipment including line-gear, line-gear pockets, and packs prior to transport in order to prevent conveyance of seeds.
- Alaska orientation videos and in-briefings will be developed and distributed to ensure that crews understand the problems associated with invasive plants in Alaska and reinforce the tactics necessary to prevent their spread. Information regarding invasive species in Alaska is available at: <http://plants.alaska.gov/invasives/index.htm>.
- In order to minimize the potential transmission of aquatic invasive species, water drafting or scooping aircraft and helicopter buckets will be washed either immediately prior to, or upon arrival at an established base (Fort Wainwright, Palmer, Tanacross, Delta, Kenai, McGrath, Galena) from the Lower 48 or Canada. Power washing with clean water at a temperature of 140 degrees Fahrenheit or greater is required. State and AFS Aviation Offices will maintain a log that documents the cleaning date and location.
- Water delivery equipment should be rinsed between missions if sites containing known water-borne invasive species such as Elodea have been used as water sources. Additional information about Elodea in Alaska including maps of known infestations is available at: <http://plants.alaska.gov/invasives/elodea.htm>.

**i. POST-FIRE ACTIVITIES**

Protecting Agencies are responsible for completing wildfire suppression activity damage repair per Jurisdictional Agency's written direction prior to demobilization.

Jurisdictional Agencies are responsible for post fire assessments and Emergency Stabilization and Burned Area Rehabilitation projects per agency policy and funding.

- For DOI agencies, additional information is found at <http://www.fws.gov/fire/ifcc/Esr/home.htm>
- For USFS direction is located at <http://www.fs.fed.us/biology/watershed/burnareas/index.html>.
- Funds may be available through BIA to do ESR work on Native Allotments.
- For State agencies direction is available from DNR Mining, Lands, and Water.
- ESR funds can only be spent on ANCSA Corporation lands when there is a "direct benefit" to federal lands as authorized by the *Wyden Amendment*, such as preventative

measures on Native Corporation lands designed to prevent degradation of nearby federal lands. In very limited situations it might also be applied to hazard tree removal where significant federal land was involved or where a federal agency manages a right-of-way across ANCSA Corporation lands. Other options for funding these activities on ANCSA Corporation lands include:

- Natural Resources Conservation Service (NRCS) funding programs including the Emergency Stabilization and the Environmental Quality Incentives Program (EQUIP).
- Emergency appropriation through the State of Alaska legislative process or a disaster declaration which could release low cost funds.

### **33.DELEGATION OF AUTHORITY:**

A written Delegation of Authority, consistent with the *Master Agreement* and this AOP, will be jointly developed and signed by the affected Protecting and Jurisdictional Agency representatives when incident complexity is a Type 3, Type 2, or Type 1.

Protecting and Jurisdictional Agencies will participate in IMT in-briefings to provide information on local issues, personnel, facilities and identify key representatives. The Protecting Agencies will authorize and provide oversight for incident resources regardless of the complexity level and will assign a liaison to out-of-state Type 1 & 2 IMTs. Jurisdictional Agencies may assign Resource Advisors and/or an Agency Administrator Representative.

The Protecting and Jurisdictional Agencies' staff will be notified of the location and time of the IMT in-briefings and closeouts in advance to promote attendance and allow for their travel time. Prior to the in-briefing, each agency will have the opportunity to contribute to the preparation of the Delegation of Authority. During the closeout, each agency may have the opportunity to contribute to the written evaluation of IMT's performance in the implementation of the direction contained in the Delegation of Authority. The Protecting Agency is responsible for compiling the final evaluation documents, the closeout notes, and obtaining the Incident Summary.

IMT evaluations, and minutes from the closeout or IMT Incident Summary will be forwarded to the Protecting Agencies' Chief of Fire Operations, and the AWFCG Chair and Executive Assistant for distribution to affected Jurisdictional Agency representatives. Lessons learned from the IMT debriefings will be included as an Interagency Fall Fire Review agenda item.

### **34.PRESERVATION OF EVIDENCE:**

#### ***a. ORIGIN AND CAUSE DETERMINATION:***

Protecting Agency and all other first responders are required to preserve information and evidence pertaining to the origin and cause of all fires to the extent practical. Protection agencies are responsible to perform origin and cause determination findings on all fires. Jurisdictional agencies will be notified of all suspected human caused fires by the Protecting Agency.

#### ***b. FIRE INVESTIGATION:***

Investigations and all ensuing legal actions beyond origin and cause determination are the responsibility of the jurisdictional agency. Jurisdictional Agencies may request investigation support from the protecting agency subject to resource availability and appropriate regulations and agency limitations. When incidents impact multiple agencies lands, collections will be pursued jointly and cooperatively by each affected agency to the extent practical. Fires on State of Alaska lands under AFS protection that require an investigation will be performed by DNR Fire Investigators. Fires on federal lands are to be performed by Federal LEO certified Fire Investigators.

### **35.STAFFORD ACT RESPONSES:**

The Forest Service is designated the National Response Framework Emergency Support Function #4 – Firefighting (ESF 4) Coordinator and primary Agency. For operations that occur in the State of Alaska, the Forest Service remains the primary agency under the NRF, but works closely with the Department of the Interior, BLM/AFS, who serves as the operational lead for firefighting response in that State. ESF 4 documentation is available at (<https://www.fema.gov/national-preparedness-resource-library>).

The *Stafford Act Subtitle B Section 621 (c) 1* allows for the mobilization of State resources. (<http://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended>)

# USE AND REIMBURSEMENT OF INTERAGENCY RESOURCES

## 36. APPROPRIATED FUND LIMITATION:

Refer to *Master Agreement*.

## 37. LENGTH OF ASSIGNMENTS:

Incident Commanders will release initial response resources, with the exception of smokejumpers, to their primary responsibilities as soon as priorities allow or unless otherwise agreed to by the home unit of the initial response resources. Smokejumpers will be released within 48 hours of their initial response unless otherwise negotiated. Days off policies are agency specific. Reference the *AIMG*, the *National Interagency Mobilization Guide*, the *Interagency Incident Business Management Handbook* and the *DOF Alaska Incident Business Management Handbook*.

## 38. FIRE SUPPRESSION AND COST SHARE AGREEMENTS:

**Table 6** identifies the fiscally responsible party by jurisdiction. There is no mechanism for billing between federal agencies for expenses incurred on wildfires on federal lands (*Interagency Agreement for Wildland Fire Management among the BLM, BIA, NPS, FWS and the USFS, FY2011-FY2015, Section VI.B.1.*). <http://www.fs.fed.us/fire/ibp/>; therefore BLM & AFS retain fiscal responsibility for DOI & ANCSA Corporation lands in USFS Protection although there is no mechanism for funds exchange between the agencies. This arrangement does not diminish the role of Jurisdictional Agency Administrators in providing incident cost oversight.

The default method for apportioning costs of in-state fires is based on the point of origin of the incident and the initial actions taken upon discovery. It is the intent of this procedure to attribute wildfire suppression costs to the agency who has taken the risk of allowing a fire to burn without suppression action, other than surveillance or site specific protection, during the stages when it can be most easily suppressed. It is the responsibility of the Protecting Agencies to identify to the best of their ability the exact location of fires when first detected, document that location, implement the initial response based on the management option designation, and notify the Jurisdictional Agency.

Table 6: Wildland Fire Fiscal Responsibility by Jurisdiction	
<i>Jurisdictional Agency</i>	<i>Fiscally Responsible Party</i>
USFS	U.S. Forest Service
BLM*	Bureau of Land Management
FWS, NPS, BIA (Federally administered Trust lands including Native Allotments, Reservations, and some Townsites)*	BLM - Alaska Fire Service
ANCSA Regional and Village Corporations*	BLM - Alaska Fire Service
Military and Other Federal lands	See <b>Clause 27</b> for existing agreements
State, Municipal, and Private lands	Alaska Department of Natural Resources
*BLM & AFS retain fiscal responsibility for DOI & ANCSA Corporation lands in USFS Protection although there is no mechanism for funds exchange between BLM and USFS.	

BIA, FWS, NPS, and USFS may bill DNR to recover costs incurred in support of DNR for extended staffing requests and incident assignments. Costs must be documented on appropriate fiscal documents. (i.e. Resource Order, travel voucher, OF-288, CTR, fuel receipts) Billing will be processed by the respective regional offices.

For more billing details reference **Clause 46** of this *AOP* and *Exhibit D of the Master Agreement*.

**a. INCIDENT BILLING CRITERIA (AFS, DNR, AND USFS)**

The default cost apportionment strategy for Alaska wildfires will be determined as follows:

- When the initial actions upon discovery are an effort to extinguish the wildfire, the costs will be apportioned based on jurisdictional acres burned and the associated responsible fiscal party(s).
- When the initial action upon discovery is surveillance, or site specific protection, all costs incurred are attributed to the agency on whose land the wildfire originated and billed to the party that is fiscally responsible.
- Affected agency administrators may negotiate incident-specific cost apportionment agreements for any incident. All incident-specific cost apportionment agreements must be approved by the AFS Manager, DNR Chief of Fire and Aviation and/or the USFS Director of Fire, Fuels and Aviation. Copies of the Agreement will be:
  - Included with the Final Fire Report.
  - Provided to:
    - Federal and State Budget/Billing Offices
    - DOF Operations Forester
    - AICC Intelligence Desk

**1) Billing Criteria for AIWFMP Non-standard Initial Response Fires**

An incident-specific cost apportionment agreement should be considered for fires that involve multiple jurisdictions and have received a non-standard initial response as defined in the *AIWFMP*. A fire originating in the Critical, Full, or Pre-conversion Modified Fire Management Option that is not immediately suppressed due to lack of resources or safety concerns may be a likely candidate for an incident-specific cost apportionment agreement. By default, non-standard initial responses will be apportioned as described in **Clause 38.a** above.

**2) Billing Criteria for Fires that Merge**

An incident-specific cost apportionment agreement should be considered for allocating costs between fires that involve multiple jurisdictions and have merged (burned together). (See ICS-209 and agency final fire reports directions for reporting requirements and reference *NWCG Memo EB-M-11-014* at <http://www.nwcg.gov/memos/eb-m-11-014> for additional considerations.) By default, when wildfires merge, costs for each fire will be maintained independently and will be apportioned as described in **Clause 38.a** above.

### 3) Billing Criteria for Complexes

An incident-specific cost apportionment agreement should be considered for allocating costs between fires that involve multiple jurisdictions and are managed as an Incident Complex. Only costs that cannot be reasonably attributed to an individual fire will be assigned to the Complex code unless otherwise directed in an incident-specific cost apportionment agreement. Incident costs charged to the Complex will be allocated to individual fires based the percentage of effort involved in managing individual fires. The allocation method employed will be documented in the incident-specific cost apportionment agreement

By default, when wildfires are assigned to a complex, costs for each fire within the complex will be apportioned as described in **Clause 38.a** above. By default, costs charged to the complex code will be allocated to individual fires prior to apportionment as follows:

$$FireTotal_x = FireCode_x + \left( ComplexCode * \frac{FireCode_x}{(FireCode_1 + FireCode_2 + FireCode_3 + \dots + FireCode_n)} \right)$$

Where:

**FireTotal<sub>x</sub>** = Total fire costs, including proportional share of complex code charges

**FireCode<sub>x</sub>** = Costs charged to individual fire codes

**ComplexCode** = Costs charged to complex code

**n** = number of fires in complex

#### **b. AUDITS**

Each Protecting Agency shall be subject to audit for at least five (5) years after final payment. Audits shall be confined to those matters connected with the performance of the *Master Agreement* and the supporting Exhibits.

### **39. PROCUREMENT:**

Fire business management and accountability for costs are the responsibility of the Protecting Agency managing the incident; Protecting Agencies will abide by their own agency procurement regulations. Pay rates and business practices are dependent on employing agency. Supply and Equipment purchases require supporting Resource Order numbers in order to be reimbursed.

Alaska personnel on their home unit and acting within the scope of their authority are not required to be placed on a resource order and assigned to the incident.

#### **a. HANDBOOKS**

Each agency will follow their administrative regulations and procedures for management of fires within their established Protection Areas. DNR uses the *Alaska Incident Business Management Handbook* (<http://forestry.alaska.gov/fire/aibmh.htm>). AFS and USFS use the *Interagency Incident Business Management Handbook* (IBMH) (NFES 2160) (<http://www.nwcg.gov/publications/interagency-incident-business-management-handbook>) and policy memorandums. AFS Supplemental Business Practices are available on the AFS Internal website at: <http://fire.ak.blm.gov/administration/IncidentBusinessManagement.php>.

***b. INCIDENT BUSINESS OVERSIGHT***

For any Type 1 or Type 2 incident, the Protecting Agency is responsible to provide an administrative briefing to the IMT that addresses cost reporting, incident finance package, Incident Business Advisor, and agency-specific requirements. The Protecting and Jurisdictional Agencies will also provide oversight in regards to cost management, expenditure of funds, and agency procurement regulations, etc. Thresholds for assigning Incident Business Advisors and Large Fire Cost Reviews are contained in the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)).

***c. EMERGENCY EQUIPMENT AGREEMENTS***

The Federal and State of Alaska Geographic Area Supplements that list the rental rates are updated every year and are posted on the DNR Division of Forestry website under Equipment hiring (<http://forestry.alaska.gov/equipment.htm>) and the AFS internal website. DNR will provide rates by March 1, 2016; AFS will provide Emergency Equipment Rental Agreement (ERRA) rates in 2017; USFS uses AFS rates.

Under current Federal regulations, EERAs must be incident-specific and supported by a resource order with a unique equipment number. All billing is contingent upon that resource order/equipment number. If the equipment is reassigned, the item must be closed out on the original EERA, a new resource order/equipment number assigned, and a new EERA agreement established and signed by the vendor.

***d. PROPERTY LOSS OR DAMAGE***

Personal property claims for loss or damage on an incident will be adjudicated and processed by the employee's (permanent/seasonal/casual/EFF) home agency in accordance with that agency's policy. The Protecting Agency managing the incident is responsible to document claims and forward them to the individual's home agency.

Tort Claims (third party claims) for loss/damage related to the incident will be adjudicated by the responsible Protecting Agency.

Contract Claims (emergency equipment rental or other agency contract/procurement agreement) will be adjudicated by the agency responsible for establishment and/or payment of the contract.

***e. MEDICAL TRANSPORT, TREATMENT AND TRANSFER TO HOME UNIT***

The Protecting Agency will facilitate medical treatment for all Employees/casuals assigned to incidents until they are released to their point of hire. The Hiring Unit facilitates medical treatment for employees and casuals once returned to Alaska upon release from Lower 48 incidents due to injury/illness. The responsible Dispatch Center will arrange travel within Alaska. Incidents notify the appropriate Dispatch Center of medical transport.

Dispatch Center is responsible to:

- Arrange transportation from incident to Fairbanks or Anchorage.
- Notify Injury Compensation Office of inbound medevac/transport including name of injured individual, time, method and location of arrival.
- Provide Check-in/Check-out Point of Contact for Injury Compensation staff providing medevac/transport.
- Coordinate with the FMO and IC to determine if the medically released individual will be returned to the incident. Arrange appropriate travel arrangements (incident or point of hire) based on the decision.
- Notify the IC of individuals released directly to their point of hire and make appropriate travel arrangements.

Protecting Agency Injury Compensation Office is responsible to:

- Coordinate prompt medical treatment.
- Arrange for subsistence (food and lodging) if required.
- Ensure completion of appropriate injury compensation documents.
- Notify Dispatch Center when medevac/transport is complete. Communicate the location of injured employee.
- Notify Dispatch Center of Administrative Services staff return to duty or arrival home.
- Notify Dispatch Center of medical release to full duty or return to the point of hire.
- Notify and provide all documentation to appropriate Hiring Unit.

#### **40.LICENSING:**

Refer to *Master Agreement*.

#### **41.TEXT MESSAGING WHILE DRIVING:**

Refer to *Master Agreement*.

#### **42.TRAINING:**

The Parties to this Agreement participate and assist each other in interagency fire training through the AWFCG Alaska Interagency Fire Training and Qualifications Committee. This includes scheduling, cost sharing, tuition charges, course development, and course presentation. Any agency may provide housing and/or meals for the students and instructors from another agency in a manner mutually agreed upon.

##### ***a. EMERGENCY FIRE FIGHTER (EFF) TRAINING***

EFF crews will be trained and receive physical fitness testing in accordance with the *Alaska Emergency Fire Fighter Crew Management Guide*. AFS and DNR are responsible for training

and physical fitness testing for EFF crews in their Protection Area. Currently USFS does not sponsor any EFF crews.

EFF Crew Boss training will be conducted on an interagency basis on odd numbered years. EFF Crew Boss training is hosted by the AFS. Travel costs for instructors and trainees are the responsibility of their employing agency.

***b. FIELD DELIVERABLE COURSES***

Costs incurred for students who are participating in Field Deliverable courses including S-420 Command and General Staff will be charged to the incident that the course is hosted by. Field deliverable courses will require a Support Resource Order for training within an incident. Course cadre will be ordered in their respective position. Cadre not identified by position will be ordered as Technical Specialists. Students will be ordered as Trainees in their respective trainee positions.

**43. TECHNOLOGY SYSTEMS:**

Jurisdictional and Protecting Agencies will collaborate on any proposed modifications or deletions to fire management databases or websites that affect their agency and provide each other the opportunity for comments.

AFS has provided BLM network access to DNR, NPS, FWS, and USFS employees stationed on Fort Wainwright. Guest logins to the BLM network are provided to personnel assigned to AFS facilities on Resource Orders.

NPS, FWS, USFS and DNR may provide their employees based on Fort Wainwright with access to their agency network.

***a. BLM NETWORK ACCESS***

In order to facilitate the exchange of information, access to the BLM's network will be provided as needed. The following definitions have been used to establish the AFS Access Guidelines to providing a balance between user access and the protection of the network from known and potential security threats.

**1) AFS Access Guidelines**

- Unrestricted access to the BLM trusted network will be provided only to trusted users who have cleared the National Agency Check (NAC) and completed the requirements to initiate the NAC with written Inquiries (NACI). Personal Identity Investigation credentials will then be issued. Costs associated with the processing of the NAC and NACI will be the responsibility of the BLM.
- It is the responsibility of all agencies to ensure that only trusted users are afforded access to BLM's network.
- All users on BLM's trusted network will be granted full access to information in the Public Releasable and Agency General Information groupings.

- Access to information in the Agency Sensitive Information grouping will be granted by the host agency to specifically authorized employees and employee groups and to individually authorized contractor personnel.
- Access to information in the Agency Very Sensitive Information grouping (primarily law enforcement information) will be granted only to individually authorized personnel.
- Guests/Detailers may be provided with vouchers for AFS-GUEST WiFi access. An AFS sponsor (PFT, CS, or Temp employee) is required for guest WiFi access.

## 2) Special Provisions

All personnel will comply with the Information Technology security policies established by BLM, the *Computer Security Act of 1987*, *OMB A-130, Appendix III*, and the *Homeland Security Presidential Directive #12*. A copy of these policies is available [http://www.dhs.gov/xabout/laws/gc\\_1217616624097.shtm](http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm) and [http://www.whitehouse.gov/omb/circulars\\_a130\\_a130trans4](http://www.whitehouse.gov/omb/circulars_a130_a130trans4)

### ***b. GIS AND INFORMATION TECHNOLOGY APPLICATIONS***

AFS agrees to maintain mutual use GIS files, databases and IT applications and servers for use and access by other agencies. AFS will collaborate with other agencies in the development of user requirements, files, databases, and applications.

Costs for application modifications specific to an agency's requirements will be determined on a project-by-project basis and billed to that agency as appropriate.

Any DNR contribution to the Interagency GIS and IT Mapping Application development and support is included as an Annual Fixed Cost. This support may include, but is not limited to: Known Sites, Fires, and Integrated Fire Management (IFM) layers, etc. The amount will be evaluated annually and listed in **Attachment 1**.

### ***c. TELETYPE***

The Parties to this Agreement will assume full responsibility for their portion of the teletype (TTY) network.

- AFS will provide and maintain the TTY hub at AFS. This hub will be operational year-round. Connections between this hub and the data communications equipment will be via TCP/IP or standard RS-232 connections. AFS will also provide and maintain the TTY software to run on computers with Windows operating system. This maintenance is limited to that necessary to maintain a reliable and functional system.
- The DNR will provide their own data circuit(s) accessing the DNR owned communication equipment at AFS; this will serve as the demarcation point between AFS and DNR circuits. DNR contributes funding to AFS to support the Teletype system and the costs are included in the Bill for Collection for Annual Fixed Costs.
- Any operational changes to the TTY system, including hardware and software, will be made on an interagency basis, with concurrence from both DNR and AFS.

**d. INTEGRATED FIRE MANAGEMENT (IFM)**

DNR will provide and maintain the Integrated Fire Management (IFM) system as the Computer Aided Dispatch system (CAD) for fires in State protection and as a situational awareness tool for resources and incidents. The IFM will be operational year-round and seasonal updates will be completed by April 1. Jurisdictional Agencies will be provided read-only access as requested.

IFM will provide real-time information within State and US Forest Service protection for fire managers:

- Available resources including air tankers, smokejumpers, helicopters, engines, and crews
- Active fires by Management Option and Jurisdictional Agency
- Summary of staffed fires by Area/Forest
- Daily Preparedness Levels and Staffing Plans
- BLAST – relevant radio logs filtered by agency, Jurisdictional Agency, and job type.

**e. COMMUNICATIONS**

All agencies will adhere to all Federal Communication Commission and DOI Office of Telecommunication policy and internal agency rules and regulations pertinent to use of frequencies.

**1) Radio Frequency Sharing**

Each Protecting Agency Area /Zone /Forest has local frequencies on which they operate. The Interagency Fire Dispatch Centers for that Area/Zone /Forest are responsible for assigning and tracking incident frequencies, and all resources assigned to an incident are permitted to use assigned frequencies. The DNR and AFS have agreed to share assigned frequencies for the purpose of initial response, logistical support, preparedness, and administrative traffic on a non-interfering basis. DNR and USFS have a similar agreement.

To facilitate interagency communications, there are interagency frequencies approved for use during an incident response. Contact the AICC Communications Coordinator (Reference the *AIMG* for information on how to request additional dedicated radio frequencies for use during extended response.)

All agencies will coordinate the deployment of equipment using frequency assignments with the principle licensee to avoid frequency/interference conflict. At Alaska Preparedness Level 4 & 5 or as fire activity warrants a statewide interagency Communications Coordinator is activated and assigned to the AICC.

Frequency sharing agreements between individual agencies exist outside of this agreement. One such agreement allows for the DNR and AFS to share frequencies. AFS has agreements in place with the DOI agencies that allows sharing of some frequencies. The AFS/DOI Frequency Sharing Agreements do not permit use of these frequencies by other agencies without authorization of the owning agency or the AFS Chief, Branch of Communications.

## 2) Radio Site Maintenance

For 2016 AFS will provide radio site preventive maintenance at six DNR sites in the McGrath area (Horn Mountain, Mount X, Cloudy Mountain, Beaver Mountain, Spike Mountain, and the McGrath station). DNR will adopt the Interior Telecommunications Coordinating Group (ITCG) radio equipment, shelters, solar panels and batteries for all sites maintained by AFS. Existing shelters will remain in place providing they meet the OSHA standards for confined space.

Scheduled maintenance costs are billed under Annual Fixed Costs and may be offset by documented expenses incurred by DOF. Aviation, equipment, part and supplies for the unscheduled radio site and RAWs maintenance will also be included in the Bill for Collection for Annual Fixed Costs. AFS will advise DOF of these unplanned costs, where practicable, prior to the expenditure but at a minimum upon completion of the maintenance. No equipment will be purchased without the concurrence of DOF.

DOF will provide funding for an Electronic Mechanic's labor as negotiated and listed in Annual Fixed Costs (**Attachment 1**). This labor will include, program oversight, mission planning, technical assistance, field maintenance of radio and RAWs sites.

Communication site maintenance schedules and costs for AFS, NPS and FWS sites are determined under other agreements.

## 44. FIRE WEATHER SYSTEMS:

Predictive Services products are posted at <http://fire.ak.blm.gov>. Fire Weather Index tables, maps, and hourly data are found at <http://akff.mesowest.org/>. The principal operating period for the Alaska Fire Weather Program is April 1 through September 1.

### **a. FIRE WEATHER AOP**

The *National Weather Service - AWFCG Fire Weather AOP* is available at: [http://firewx.arh.noaa.gov/Fire\\_Wx\\_AOP\\_2016\\_public.pdf](http://firewx.arh.noaa.gov/Fire_Wx_AOP_2016_public.pdf).

### **b. OPERATIONAL GUIDELINES**

April 1 through September 1 will be the principal operating period for the Alaska Fire Weather Program. Starting and ending dates are subject to the fire weather threat. The roles described in this Operating Plan are intended to be flexible and allow for changing conditions of personnel, workload, and weather hazards.

### **c. INCIDENT METEOROLOGICAL SERVICES**

The provisions described in the *Interagency Agreement for Meteorological and Other Technical Services (IMET Agreement)* [http://www.srh.noaa.gov/ridge2/fire/docs/2012\\_National\\_Agreement.pdf](http://www.srh.noaa.gov/ridge2/fire/docs/2012_National_Agreement.pdf), along with the procedures detailed within the *AIMG* will be followed for the use of Incident Meteorologist to support responses to wildfires.

**d. NATIONAL FIRE DANGER RATING SYSTEM REMOTE AUTOMATED WEATHER STATIONS (NFDRS-RAWS)**

Alaska primarily uses the Canadian Forest Fire Danger Rating System Fire Weather Index (CFFDRS-FWI) tool for determining fire danger. Though RAWS stations are maintained to the national NFDRS standards, and station data is kept current in the Weather Information Management System (WIMS) for use with NFDRS-RAWS in the Wildland Fire Decision Support System (WFDSS), this is not the tool of choice. The goal of these programs is to produce an accurate assessment of the wildland fire potential across all units to support planning and implementation of Alaska’s fire management program.

Beginning in 2015, CFFDRS-FWI indices will be calculated through the University of Utah’s MesoWest program (<http://akff.mesowest.org/>). This will allow indices to be calculated at nearly double the number of stations across the state as non-RAWS sites are incorporated. This webpage will run separately from NFDRS calculations made within WIMS and CFFDRS calculations made on the AICC Webpage.

<b>Task</b>	<b>Responsible Party &amp; Description</b>
NFDRS-RAWS Equipment Maintenance <sup>123</sup>	As defined in the <i>Interior Telecommunications Coordinating Group (ITCG) – Alaska Agreement</i> .
NFDRS-RAWS Site Maintenance	<b>The Owning Agency</b> will work with the <b>local Protecting Agency unit</b> to determine most efficient way to maintain the vegetation at the NFDRS-RAWS location to meet NFDRS standards.
WIMS Station Catalog	<b>The Protecting Agency</b> will update the station catalog to include green-up date and freeze-up date including ensuring the location information is correct. <b>Predictive Services</b> will assist as needed.
WIMS Weather Observation Input	<b>The Protecting Agency</b> will confirm (automatic stations) or enter (manual stations) daily weather observations.
WIMS Oversight and Review	<b>Predictive Services</b> will routinely review the weather observations and station functionality to ensure data is captured. Any edits completed in the AFS Weather Database by Predictive Services will also be completed in WIMS. In addition, if Predictive Services detects any station outages, they will work with the ITCG to obtain that data on the site maintenance. Predictive Services will maintain the Access Control list in WIMS for all agencies.
MesoWest CFFDRS Data	<b>Predictive Services</b> will be the point of contact with University of Utah MesoWest regarding any issues with the Alaska Fire and Fuels website and FWI calculations.
NFDRS-RAWS Performance and Data Review	<b>AICC Fire Weather Program Manager</b> will be the interagency point of contact for NFDRS-RAWS performance and data review
<sup>1</sup> The DNR will coordinate with AFS on scheduled maintenance and establish desired operational dates for NFDRS-RAWS sites, and communicate them to AFS by March 1 of each year. The DOI apportions the cost for NFDRS-RAWS maintenance through the <i>Interior Telecommunications Coordinating Group AOP</i> and those costs, excluding labor (see <b>Clause 43.e.2</b> )- Radio Maintenance) are included in the Bill for Collection for Annual Fixed Costs. <sup>2</sup> The DOI will calibrate and maintain the below identified DNR NFDRS-RAWS sites: Bentalit, Chatanika, T-Lake, Stoney River, Telida, Willow, Ninilchik, Salcha, Goodpaster, Paxson, Flat, Homer, Chitina, Angel Creek, George Creek, Tok River Valley, Big Lake, Gold King, Skilak Guard, Chistochina, and Point MacKenzie, Girdwood, Rabbit Creek, Campbell Creek and Eagle River. The USFS is responsible for the operation and maintenance of NFDRS-RAWS located within the Tongass and Chugach National Forests. <sup>3</sup> NFDRS-RAWS schedules for NPS and FWS stations are determined by those agencies and may be maintained by other agencies under other agreements.	

**e. ROLES AND RESPONSIBILITIES**

**Table 7** identifies Points of Contact, roles, and responsibilities for weather data collection and archiving in Alaska. Points of Contact will work with affected agencies and individuals to ensure that weather data is properly collected and archived.

**f. AUTOMATIC LIGHTNING DETECTION NETWORK**

The AFS is responsible for the installation, maintenance, and operation of the statewide automatic lightning detection network. Data from this network is available to all agencies on the AICC website (<http://fire.ak.blm.gov/>) and is provided at no charge to federal agencies as part of the wildland fire suppression services designated to AFS in *620 DM 2*. DNR contributes funding to AFS to support this network and those expenses are included in the Bill for Collection for Annual Fixed Costs. The target date for the system to be fully operational will be May 20 annually.

**45. AVIATION OPERATIONS:**

For information on the mobilization, use, management and the various types of aircraft available, refer to the *AIMG*. By April 15 each year, the AFS, NPS, FWS, USFS and DNR provide each other with aviation operations information which includes fueling services and vendors available.

**a. AVIATION SITE MANAGEMENT**

All aircraft will be operated under the terms of agreement for aircraft operations currently in effect between the site operator and the runway owner.

**b. PILOT AND AIRCRAFT CERTIFICATION**

Pilots and aircraft transporting federal personnel must be certified (carded) by either the Office of Aviation Services (OAS) or the USFS. *Federal Aviation Regulations Part 121* and *Part 135* apply to certain commercial charters where OAS or USFS certification is not required.

**c. AVIATION MISSION STANDARDS**

- Interagency missions are defined as missions with both federal and state employees assigned to the aircraft operation, regardless of which agency is managing the incident or aircraft. All interagency missions will comply with the more stringent policies and will meet Interagency Aviation Safety and Personal Protective Equipment standards.
- When a mission is under the operational control of the DNR and only DNR employees are assigned, DNR policies are applicable.
- For guidance regarding the use of the non-federally approved airtankers under the operational control of the DNR, refer to National MAC's *Guidelines for the Use of Tactical Aviation Resources*, Appendix 7 available at:  
[http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC\\_Apx\\_7\\_Aviation\\_Resource\\_Management.pdf](http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Resource_Management.pdf).

- All federal contract and agency pilots will comply with the interagency pilot duty/days off standard listed in the in the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)).
- All fuel delivery systems will meet agency safety standards and will comply with whichever standard is more stringent. Both AFS and DNR will provide aircraft servicing at their ramps on a reimbursable basis.

**d. TEMPORARY FLIGHT RESTRICTIONS NOTIFICATIONS**

When a Temporary Flight Restriction (TFR) is issued for an incident, Jurisdictional Agencies that may be impacted by the TFR should be notified by the Protecting Agency

**e. SANITIZING AIRCRAFT WATER DELIVERY SYSTEMS**

In order to minimize the potential transmission of aquatic invasive species, water drafting or scooping aircraft and helicopter buckets will be washed either immediately prior to, or upon arrival at an established base (Fort Wainwright, Palmer, Tanacross, Delta, Kenai, McGrath, Galena) from the Lower 48 or Canada. Power washing with clean water at a temperature of 140 degrees Fahrenheit or greater is required. State and AFS Aviation Offices will maintain a log that documents the cleaning date and location.

Water delivery equipment should be rinsed between missions if sites containing known water-borne invasive species such as Elodea have been used as water sources. Additional information about Elodea in Alaska including maps of known infestations is available at:

<http://plants.alaska.gov/invasives/elodea.htm>.

**f. CANADIAN AVIATION RESOURCES**

Canadian resources may be ordered by DNR under the terms of the Northwest Wildland Fire Protection Agreement (Northwest Compact). While in Alaska, those resources must remain under the operational control of DNR unless inspected and certified by the appropriate federal agency.

**g. AIRTANKER BASES**

Airtankers may load retardant at any airtanker base on a reimbursable basis. DNR contracted airtankers loaded at AFS airtanker bases will be loaded to the specifications of the DNR contract.

The application of suppression chemicals will follow the guidelines in the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)).

Pilots will be fully briefed by base personnel and are required to abide by all base rules and runway regulations while operating on these bases.

**h. FT. WAINWRIGHT AIRCRAFT OPERATIONS**

All pilots will be fully briefed by the responsible AFS personnel and will abide by any restrictions, requirements and regulations applicable to the AFS ramp and the U.S. Army-Alaska's runway use.

Air traffic procedures published for Ladd Army Airfield will govern all aviation operations conducted at the AFS ramp.

All proposed structures, buildings, or any changes to the real property must be in compliance with the AFS site plan and U.S. Army-Alaska requirements, and be pre-approved by the AFS Manager.

AFS will:

- Provide ramp parking for fire-related aircraft and office space including telephone for the aviation related personnel temporarily assigned to perform fire-related duties in Alaska.
- Provide aircraft-related services as stipulated in AFS aviation contracts.
- Bill DNR for office space including telephone for DNR pilots, Air Attack personnel, and retardant site staff stationed at Fort Wainwright for the current fire season in the Bill for Collection for Annual Fixed Costs.

The DNR is authorized to use the AFS ramp on Ft. Wainwright throughout the fire season and is responsible to:

- Provide to AFS by May 15th annually, a list of all aircraft that routinely operate at the AFS ramp. The list will include aircraft type, vendor name, and aircraft tail number.
- Provide all logistical support requirements for their personnel associated with aircraft parked at the AFS ramp.
- Follow the current *AFS Standard Operating Procedures for the Management of Hazardous Materials and Hazardous Waste* to dispose of any hazardous materials and hazardous waste generated by DNR on Ft. Wainwright.

***i. FIRE SCENE AVIATION ORGANIZATION AND COMMUNICATIONS***

All tactical aviation resources will be dispatched and flight followed by the local Interagency Fire Dispatch Center when responding to an incident. All aircraft will utilize VHF Air-to-Air frequency 128.45 unless otherwise indicated by their local Interagency Fire Dispatch Center.

For standard operating procedures for tactical aircraft flying over or near an incident, reference the *Interagency Aerial Supervision Guide* available at [http://www.fs.fed.us/fire/aviation/av\\_library/iasg.pdf](http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf).

***j. NON-TACTICAL AVIATION RESOURCES***

All non-tactical fire aviation resources will coordinate flights with the local Interagency Fire Dispatch Center and, if present, with Air Attack (or other reconnaissance aircraft in the area) when flying over or near a fire. Dispatch will determine flight following protocols and relay information on aircraft currently in the fire area.

***k. AERIAL MAPPING SERVICES***

Ordering aerial mapping and infrared services is addressed in the *National Interagency Mobilization Guide* in the Infrared Aircraft section.

## ***l. FORMS FOR AVIATION PAYMENT DOCUMENTATION***

Each agency will use their own codes and forms for payment and documentation to log government and contract aircraft flight times.

## ***m. REIMBURSABLE AVIATION COSTS***

The following costs will be compiled and apportioned. Eligible costs will be included in agencies' Suppression and Non-Specific Support billing.

- Agency personnel costs including standby, weekend staffing, extended staffing, preposition flights etc.
- Overtime for agency pilots and crew members.
- Fuel and oil will be charged to the using agency code/incident number.
- Retardant costs are reimbursable at a per gallon rate.
- Use of agency aircraft as documented on *DNR Form 10-3133* or *OAS-23* and billed at the predetermined hourly flight rate. Flight hourly rates are determined by:
  - Contract and On-Call aircraft: current Contract Rate letter.
  - Aircraft Rental Agreement: current OAS Rental Aircraft Source List.
- Costs incurred for aircraft ordered from the Lower 48 or Canada as agreed and documented during the Daily Statewide Strategy Meeting and on the Resource Order.
- Aircraft availability and/or surcharges may be negotiated prior to the fire season. Costs will be included in the pre-season spreadsheet.
- Availability charges may apply to aircraft contract extension or severity requests.

## **46. BILLING PROCEDURES:**

In addition to the information below, refer to **Attachment 1**, **Attachment 2**, and *Master Agreement Exhibit D*.

### ***a. IN-STATE FIRES WITH FEMA REIMBURSABLE EXPENSES***

- When the DNR has a fire that may qualify for Fire Management Application Grant (FMAG) assistance, DNR will provide a copy of FEMA *Form 90-58, Request for Fire Management Assistance Declaration* to the AFS Chief, Division of Fire Operations.
- The AFS, in exercising its responsibilities as the FEMA Principal Advisor, will prepare and submit FEMA *Form 90-32 Principal Advisor's Report* and coordinate all such action with DNR.
- DNR is notified by FEMA if the incident qualifies for a FMAG.
- When a fire is declared a FEMA incident, a duplicate fire package will be prepared by DNR. The duplicate fire package will contain daily Incident Action Plans, Resource Orders, and all financial records that pertain to the FEMA-qualifying period including but not limited to: timesheets (OF 288s) of all personnel charging to the incident, shift tickets, flight logs, invoices, contracts, inspection checklists, signed rental conditions and agreements, and Incident Cost and Reporting System data.
- All agencies agree to provide the DNR with all financial/payment data pertinent to the declared incident. This report will include but is not limited to travel, payroll, and vendors with amount paid. In addition the agencies will provide copies of: any invoices paid and backup/source documentation for such invoices; shift tickets; additions or deductions; rental agreements, inspection checklists, signed rental conditions; and Resource Orders attributable to FEMA-qualifying period.
- The DNR agrees to reimburse the AFS, NPS, FWS, USFS and BIA for costs associated with the above normal workload of gathering source documentation to satisfy FEMA requirements.

### ***b. JOINT PROJECTS AND PROJECT ASSISTANCE (FUELS)***

DNR-AFS fuels projects are assigned a project code and the DNR and/or AFS reimbursement for expenses is included in the cross-billing for Suppression and Non-Specific Suppression Support. Joint projects involving other agencies require separate reimbursable agreements.

### ***c. MEALS AND LODGING FOR RESOURCE ORDERED AND SUBSISTED PERSONNEL***

Costs for meals and lodging for personnel being subsisted with Resource Order documentation are calculated and billed with the Suppression and Non-Specific Suppression Support Expenses.

Personnel are required to enter their payment code (i.e. charge code, fire code, reimbursable agreement code) when signing in at an agency dining facility. The cost charged for the meal will be based upon the established per diem rates for that location. Meals, including sack lunches that are ordered, regardless if they are consumed, will be billed to the charge code.

Lodging for personnel filling a Resource Order will be charged to the Resource Order charge code. Barracks rates are established annually.

**d. ANNUAL FIXED COSTS**

The DNR and AFS agree to bill for annual fixed costs as listed in **Attachment 1** and according to the dates in **Table 8**. No other agencies bill each other for Fixed Costs; the Administrative Overhead Rate does not apply to this billing.

**e. SUPPRESSION AND NON-SPECIFIC SUPPRESSION SUPPORT**

**1) Federal Agency Billings to DNR**

- Federal agencies will submit bills for their reimbursable costs to the DNR whenever the DNR is the fiscally responsible agency.

**2) DNR Billings to Federal Agencies**

**i) DNR as Protecting Agency**

- When the DNR is the protecting agency for lands on which AFS is fiscally responsible, the DNR will bill AFS for costs.

**ii) DNR as Supporting Agency**

- For fires within Alaska where AFS is fiscally responsible and the DNR is a supporting agency, the DNR will bill AFS for reimbursable costs.
- For fires within Alaska where the USFS is fiscally responsible and the DNR is a supporting agency, the DNR will bill the USFS for reimbursable costs.
- For non-Stafford Act, non-Northwest Compact DOI fires outside of Alaska, the DNR will bill AFS for reimbursable costs.
- For non-Stafford Act, non-Northwest Compact USFS fires outside of Alaska, the DNR will bill the USFS for reimbursable costs.
- For non-Stafford Act, non-Northwest Compact, non-Federal fires outside of Alaska, the DNR will bill the USFS for reimbursable costs.
- For all Stafford Act responses to the Lower 48 under all the National Response Framework ESFs, the DNR will bill the USFS for reimbursable costs.
- For all mobilizations of resources under the terms Northwest Compact, the DNR will bill as specified in the Compact.

### 3) All Parties Billings

All Parties to this Agreement agree to:

- Bill for expenses as shown in **Attachment 2, Table 8 and Table 9.**
- Adhere to the incident billing criteria listed in **Clause 38.**
- Bill for eligible aviation costs as listed in **Clause 45.m.**
- Incorporate project costs associated with **Clause 21.**
- Include suppression and non-specific suppression costs associated with equipment, supplies, meals, lodging, personnel salaries based on agency policy, overtime and travel, prepositioning, and the agreed upon percentage of supplemental resources expenses.
- Include agreed upon miscellaneous costs including, but not limited to those listed in **Clause 21.**
- Use percentage figures for accounting and incident cost calculations from the final fire report data for the calendar year in which the fire occurred for the preliminary cross-billing.
- Facilitate each other's financial management activities by cooperating with any additional requests for billings and cost estimates.
- Bill using the Bill for Collection Process.
- Comply with the billing and payment timelines identified in **Table 7 or Table 8** as applicable.
- Follow the general directions in *Exhibit D* of the *Master Agreement*.

#### ***f. BIA, FWS, NPS COST RECOVERY PROCESS FOR DNR INCIDENT SUPPORT***

The BIA, FWS, and NPS may recover costs for their participation on incidents which DNR is fiscally responsible for suppression costs and other DNR fire-related support. These recoverable costs will be documented with the appropriate fiscal document and supported by a Resource Order. These agencies will directly bill DNR, establish billing thresholds, and submit no later than the dates AFS and DNR have established for billing and payments. See **Table 8, Table 9, and Attachment 6.** Extension to billing dates may be negotiated.

#### ***g. ADMINISTRATIVE OVERHEAD RATE***

A rate of 15% against each agency's Suppression and Non-Specific Support total (not to exceed a maximum of \$350,000 per calendar year) has been negotiated for calendar year 2016 and applies to those agencies that are allowed to bill an administrative overhead rate.

***h. BILLING DOCUMENTATION***

Billing documents will include cost data, financial transaction registers and an Excel worksheet of the summary data by reciprocal accounting codes (fire codes) for the fire season being billed, and copies of payment documents (i.e. Invoices, rental agreements, etc.), if requested. All payments will be made by an electronic transfer of funds.

**1) Requests for payments from AFS**

All requests for payments from AFS will be mailed to:

Budget Analyst  
Bureau of Land Management  
Alaska Fire Service  
P.O. Box 35005  
Fort Wainwright, AK 99703-005

**2) Requests for payments from DNR**

All requests for payments from DNR will be mailed to:

Cross Billing Accountant  
State of Alaska, Department of Natural Resources  
Division of Forestry  
101 Airport Road  
Palmer, AK 99645

**3) Requests for payments from USFS**

All requests for payments from USFS will be mailed to both of the following addresses:

**Original Billing Document**

US Forest Service  
Incident Business  
101 B Sun Ave., NE  
Albuquerque, NM 87109

**Copy of Billing and supporting Documents**

US Forest Service  
R6/10 Incident Business Coordinator  
1220 SW Third Ave  
Portland, OR 97204

**Tongass and Chugach National Forests**

In addition, all requests for payments for incidents within the jurisdiction of the Tongass or Chugach National Forests will be sent to the appropriate Forest Service Office:

US Forest Service  
Tongass National Forest  
648 Mission St.  
Ketchikan, AK 99901

US Forest Service  
Chugach National Forest  
161 East 1<sup>st</sup> Ave., Door 8  
Anchorage, AK 99501

<b>Table 8: AFS-USFS-DNR Billing Due Dates and Tasks for In-State Suppression and Non-specific Suppression Support</b>	
<i>Due Date*</i>	<i>Billing Tasks</i>
<b>April 1, 2016</b>	DNR, AFS and USFS provide each other with the preliminary cost spreadsheet for CY 2015 Suppression and Non-Specific Suppression Support.
<b>May 15, 2016</b>	DNR, AFS and USFS submit the Bills for Collection to each other for the preliminary costs compiled for CY 2015 Suppression and Non-Specific Suppression Support.
<b>June 15, 2016</b>	Payments due to AFS, DNR and USFS respectively for the preliminary costs for CY 2015 Suppression and Non-Specific Suppression Support.
<b>July 1, 2016</b>	AICC updates the list of CY 2016 fires with acreage breakdowns by percentage, management option and actions taken to determine fiscal responsibility to DNR, USFS, AFS Budget Officer, NPS, FWS and BIA.
<b>August 1, 2016</b>	AFS bills DNR for collection of the 2016 Annual Fixed Costs.
<b>August 1, 2016</b>	DNR bills AFS for collection of the 2016 Annual Fixed Costs.
<b>August 15, 2016</b>	AFS and USFS provide DNR with estimated CY 2016 costs for Suppression and Non-Specific Suppression Support for fires occurring before July 1, 2016.
<b>September 15, 2016</b>	DNR provides AFS and USFS with estimated CY 2016 costs for Suppression and Non-Specific Suppression Support for fires occurring before September 1, 2016.
<b>November 1, 2016</b>	AFS, DNR and USFS exchange backup documentation for all line items exceeding \$25,000 (excluding labor) for the CY 2015 Preliminary Billing. AFS and DNR may request backup for any other line items.
<b>November 1, 2016</b>	AICC updates the lists of CY 2016 fires with acreage breakdowns by percentage, management option and actions taken to determine fiscal responsibility to DNR, USFS, AFS Budget Officer, NPS, FWS and BIA.
<b>December 1, 2016</b>	AFS, DNR and USFS will provide estimates, listed by incident number, of CY 2016 Suppression and Non-Specific Suppression Support cost-to-date to each other.
<b>December 31, 2016</b>	AFS, DNR and USFS submit a final CY 2015 Suppression and Non-Specific Suppression Support billing.
<b>February 15, 2017</b>	Payment due for the final CY 2015 costs for Suppression and Non-Specific Suppression Support.
<b>*Extensions to due dates may be negotiated by the Agencies.</b>	

**Table 9: DNR-AFS-USFS Billing Due Dates and Tasks for Out-of-State Incidents**

<i>Due Date*</i>	<i>Billing Tasks</i>
<b>April 1, 2016</b>	DNR provides AFS and USFS with the preliminary cost spreadsheet for CY 2015 fire suppression costs.
<b>May 15, 2016</b>	DNR submits the Bills for Collection to AFS and USFS for the preliminary costs compiled for CY 2015 fire suppression support. Support documentation will be an electronic spreadsheet by DNR, USFS/AFS fire codes along with an electronic transaction register showing costs categories and individual names (e.g. employees, vendors).
<b>June 15, 2016</b>	Payments from AFS and USFS due to DNR for the CY 2015 preliminary fire suppression support costs.
<b>September 15, 2016</b>	DNR provides AFS and USFS with estimated CY 2016 fire suppression costs for fires occurring before September 1, 2016. Support documentation will be an electronic spreadsheet by DNR and AFS/USFS fire codes.
<b>November 1, 2016</b>	DNR provides backup payment documentation for all line items exceeding \$25,000 (excluding labor) for the CY 2015 Preliminary Billing. AFS and USFS may request backup for any other line items.
<b>December 1, 2016</b>	DNR will provide AFS and USFS with estimated CY 2016 fire suppression costs to date. Support documentation will be an electronic spreadsheet by DNR and AFS/USFS fire codes.
<b>December 31, 2016</b>	DNR submits a final CY 2015 fire suppression cost billing to AFS and USFS.
<b>February 15, 2017</b>	Payment due from AFS and USFS for the final CY 2015 fire suppression cost billing.
<b>*Extensions to due dates may be negotiated by the Agencies.</b>	

**47.TRESPASS COST RECOVERY:**

All reports and materials compiled or prepared in connection with establishing cause, extent, or potential liability for any fire or response incident shall be provided to the responsible Jurisdictional Agency. The Protecting Agency, upon request, will provide the Jurisdictional Agency with detailed costs to support trespass cases.

The statistics included in the final fire report will be used for litigation purposes.

**48.STAFFORD ACT USE AND REIMBURSEMENT:**

USFS reimburses DNR for expenses incurred by DNR resources and personnel including base pay, overtime and travel. Refer to Master Agreement Exhibit D Reimbursable Billings and Payments, and Exhibit H Use of and Reimbursement for Shared Resources in Stafford Act Response Actions.

## GENERAL PROVISIONS

### 49. PERSONNEL POLICY:

Refer to *Master Agreement*.

### 50. SUPPLEMENTAL FIRE DEPARTMENT RESOURCES:

CURRENTLY NOT APPLICABLE IN ALASKA

### 51. MUTUAL SHARING OF INFORMATION:

Sharing of information in Alaska is a collaborative effort between jurisdictional and protection agencies. In the spirit of the National Cohesive Wildland Fire Strategy, [http://www.forestsandrangelands.gov/strategy/documents/strategy/NationalActionPlan\\_20140423.pdf](http://www.forestsandrangelands.gov/strategy/documents/strategy/NationalActionPlan_20140423.pdf) and in this environment of collaboration, agencies respect each other's communication policies and practices.

The parties to this Agreement will mutually share information to best serve the needs of the Agencies and the public in accordance with Agency rules and regulations.

#### *a. PUBLIC INFORMATION*

Every effort should be made to collaboratively distribute fire information to the public in a timely manner. Multi-jurisdiction fire information needs and deliveries are negotiated and approved by the agency administrators and the protection agency FMO and coordinated by the JIC, if activated.

#### 1) Alaska Fire Information Websites

AFS hosts and maintains the AICC website <http://fire.ak.blm.gov/>, a centralized source of information about wildland fire in Alaska for use by Agencies and the public. Inciweb and AKfireinfo are also valuable online tools the Alaska interagency wildland fire community can use for their public information needs:

**InciWeb:** <http://inciweb.nwcg.gov/>

Inciweb is best suited for complex fires that threaten villages and towns; fires that cross jurisdictional boundaries; fires with political or public interest; or a group of fires within a single jurisdiction.

The protection agency has the responsibility to initiate an Inciweb page. However, through negotiation this responsibility can be designated to the jurisdictional agency. The initiator will ensure that other appropriate agencies have access to the page and can update it. It is also important for involved agencies to collaboratively develop and act upon an Inciweb.nwcg.gov information plan that addresses how the page will be updated.

**AKfireinfo:** <http://www.akfireinfo.com>

Agencies are encouraged to consider AKfireinfo for distribution of additional fire information to the public because of its ease of use and reach to Alaskan audiences. Each protecting and jurisdictional agency is allowed access to AKfireinfo. The Alaska Fire Service is the administrator of this site and grants access.

Additional agency-specific public information websites include:

DNR <http://forestry.alaska.gov/fire/current.htm>  
FWS-Alaska <http://www.fws.gov/alaska/nwr/visitor/fire/index.htm>  
NPS-Alaska <http://www.nps.gov/akso/nature/fire/index.cfm>

## **2) Protecting Agency and Incident Management Teams**

The Protecting Agency and the Incident Management Team, when assigned, are responsible for the release of operational and public safety information to the media and public during the initial response to and during an ongoing wildfire. The Protecting Agency and Incident Management Team will coordinate with the Jurisdictional Agency on the release of fire information. Specific Jurisdictional Agency direction will be stipulated in the Delegation of Authority. If no IMT is assigned or the IMT organization lacks a PIO, the Jurisdictional Agency may request to be delegated primary responsibility for the release of operational and public safety information.

Coordination of information releases between IMT, Protecting, and Jurisdictional Agencies is essential. It is incumbent on jurisdictional and protecting FMOs to ensure that information roles are clearly defined and information needs are being met. Releases will be distributed to all stakeholders and approved by the Incident Commander prior to release. Jurisdictional Agency policy and messaging will be included when requested by the agency administrator. Policy questions will be referred to the Jurisdictional Agency.

## **3) Jurisdictional Agencies**

Jurisdictional Agencies may develop and distribute information for the media and public that includes agency messaging and policy. Updates to public documents (InciWeb, news releases, etc.) that include information made public via other means (e.g., Situation Report) may be issued without additional coordination. When releases include specific incident-related information, the Jurisdictional Agency will coordinate with the Protecting Agency and IMT to ensure consistency. Delegations of Authority to an IMT may include further direction and points of contact and will not conflict with the terms above.

Upon request and availability, the Parties to this Agreement may provide fire information support including but not limited to releasing staff to support information functions or single resource ordering PIOs to meet agency needs.

#### **4) AICC and the JIC**

At Alaska Preparedness Levels 1-3, the AFS and DNR Public Information Officers collaboratively develop and post daily highlights on the AKFireinfo site. At Alaska Preparedness Level 4 and 5, a Joint Information Center (JIC) will be activated and staffed. The JIC will normally be located at AICC and managed by the AICC Center Manager. Other JIC functions requested or established by the Parties to this Agreement will be coordinated with the JIC at AICC. The JIC will refer all inquiries concerning jurisdictional agency policy to the responsible Jurisdictional Agency.

#### ***b. INTERAGENCY INFORMATION***

##### **1) AICC and National Interagency Coordination Center Situation Reports**

Each protecting area Interagency Fire Dispatch Center submits an evening report to AICC with the information on wildfires and prescribed burns necessary to complete required reports to the National Interagency Coordination Center and to compile the AICC Situation Report. Incident Status Summaries (ICS-209s) are required as directed in the *AIMG*. Information flow for Stafford Act responses follows a similar process.

The AICC Situation Report narrative is a primary source for fire information and should summarize that day's activities and expected activities for the following day. Refer to the *AIMG* for details.

##### **2) Fire Perimeters**

GIS protocols have been established for uploading and displaying on-going fire perimeters to the AICC ArcIMS site. Once approved, these AICC perimeters should be considered the definitive perimeter source for an incident. IMTs, Protecting Agencies, and Jurisdictional Agencies must collaborate to ensure the integrity of perimeter data.

It is the responsibility of the Protecting Agency to ensure that periodic fire perimeter data is submitted for all ongoing fires ten (10) acres or greater. Jurisdictional and Protection Agencies will negotiate timelines for fire surveillance updates and perimeter maps submissions.

Final fire perimeters submitted with the final fire reports are added to the GIS Fire History dataset. A consolidated statewide fire history dataset is available annually in April from AFS.

Revised incident perimeters may be submitted at any time in order to ensure that historical datasets include the most accurate data available. In order for the data to be included in the current year's historical dataset they must be submitted to the AFS GIS shop prior to February 15.

The protocols including points of contact for user names and passwords are available at [http://fire.ak.blm.gov/administration/awfcg\\_committees.php](http://fire.ak.blm.gov/administration/awfcg_committees.php). The latest versions of perimeters provided to AFS and the Fire History file are displayed and are available to download at <http://fire.ak.blm.gov/predsvcs/maps.php>.

### 3) Known Sites Database

The Known Sites Database (KSD) identifies infrastructure, and cultural and natural resource sites throughout Alaska that may be threatened by wildfire. The dataset provides locations, descriptions, and jurisdictions, as well as direction regarding site protection priorities. The data are made available to fire managers through a password protected website in order to support wildland fire planning and decision-making. There are two primary sources of site information included in the KSD:

- Jurisdictional Agency inventory and assessments may be directly submitted to the AFS KSD Steward for immediate incorporation into the KSD.
- Data collected by IMTs will be submitted to the local dispatch office for the incident along with the final fire package. The dispatch office will then provide that information to the AFS KSD Steward and the appropriate Jurisdictional Agency(s) through the known sites clearinghouse. Data in the clearinghouse are preliminary, and subject to approval by Jurisdictional Agency administrative units on which sites reside.
  - Preliminary datasets will not be incorporated into the KSD until they have been verified by the Jurisdictional Agency.
  - Preliminary datasets will be viewable on the ArcIMS known sites map. The KSD will be updated on a semi-annual basis: November 1 and March 15.

Each time the dataset is updated, and upon request, the KSD Steward will provide metadata, summarizing changes, to all entities (Protecting and Jurisdictional Agencies' FMOs as well as pertinent Native partners). The metadata will contain a list of Global Unique Identifiers with the action taken on the site (i.e., added, deleted, changed geographically, and changed attributes).

Username and passwords to access the KSD can be requested through the AFS KSD Steward.

### 4) Final Fire Reports

Protecting Agencies are responsible to submit a final fire report to AICC within 10 days after a fire is called out. AICC will have 5 days to review a fire report before it is made available to the Jurisdictional Agency. If the Protecting Agency and AICC are unable to meet the 15 day deadline, an acceptable date will be negotiated with the Jurisdictional Agency.

Required elements for final fire reports are addressed in the AIMG.

### 5) Photographs

Each Jurisdictional Agency is responsible for establishing mutually agreed upon photograph protocols and timeframes with Protecting Agencies for sharing photographs. IFM may be used to share photographs and documents between agencies.

## 6) WFDSS Points of Contact

Geographic Editors and designated agency-specific WFDSS points of contacts are listed in *Exhibit B* of the *Master Agreement*.

### c. **SCIENCE & RESEARCH**

One of the National Cohesive Strategy's guiding principles is to ensure "*fire management decisions are based on the best available science, knowledge and experience, and used to evaluate risk versus gain.*" Parties to the *Alaska Master Agreement* recognize the important role of research and monitoring in understanding Alaska's fire-adapted ecosystems and guiding an effective fire management program that meets the goals of each of the agencies as well as the public.

AWFCG has chartered the following committees to ensure that current scientific information is made available to decision-makers, and that critical information gaps are identified in order to help guide future scientific inquiries:

#### **Fire Research Development and Applications Committee (FRADC)**

The purposes for this committee include identification and prioritization of research needs in Alaska and facilitating the development and exchange of fire effects, fire behavior, and fire danger information and applications to meet the needs of the member agencies of the Alaska Wildland Fire Coordinating Group (AWFCG).

One of the primary tasks of the FRDAC is to maintain a prioritized list of research needs that is reviewed at 2-3 year intervals. Other activities include development of fire effects monitoring and fuel moisture sampling protocols along with contributions to statewide products including an interactive map of fire research plots, a bibliographic reference collection on fuels and fire effects, and a fuel model guide to Alaska vegetation. FRDAC products are available at: <https://www.frames.gov/afsc/frdac>.

#### **Fire Modeling and Analysis Committee (FMAC)**

The purpose of this committee is to provide cohesive direction and collaborative response to address interagency needs for fire modeling and analysis within Alaska. This committee provides comprehensive integration and coordination in support of statewide data needs, analysis and modeling concepts, and training/mentoring. It also provides consolidated responses to data and information requests to ensure Alaska-specific needs, anomalies, and conditions are supported in national systems. The FMAC has also been designated by the AWFCG as the Alaska liaison and point of contact for the LANDFIRE project. FMAC information is available at: <https://www.frames.gov/partner-sites/afsc/partner-groups/fire-behavior-modeling-group/about-fmac/>.

AWFCG also supports the **Alaska Fire Science Consortium (AFSC)**. The AFSC is one of fifteen regional consortia supported by the Joint Fire Science Program and is part of a national fire science exchange network. Their primary purpose is to strengthen the link between fire science research and on-the-ground application by promoting communication between managers and scientists, providing an organized fire science delivery platform, and facilitating collaborative

scientist-manager research development. AFSC products are available at:  
<http://www.frames.gov/afsc/>.

## **52.RECORD RETENTION:**

Refer to *Master Agreement*.

## **53.ACCIDENT INVESTIGATIONS:**

The thresholds for levels of accident investigations required are identified in individual Agency policies and in Chapter 18 of the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)).

An accident investigation will be initiated by the agency with operational control of the incident on which it occurs. The investigating agency will provide all information to the accident investigation team, if established. Affected agencies (including the employing agencies for involved personnel) will share information related to the accident and investigation with other affected agencies, upon request and within their legal parameters.

- Operational control of a wildfire (including a prescribed fire that has been converted to a wildfire) is held by the Protecting Agency.
- Operational control of a prescribed fire will be defined in the Prescribed Fire Plan.
- Operational control during normal and routine business is held by the employing agency, or agency for which the affected individual(s) are fulfilling an assignment. For example, USFS smokejumpers filling a Resource Order for a booster crew and assigned to AFS are under the operational control of AFS despite USFS being the employing agency.

## **54.PURCHASER, CONTRACTOR, OPERATOR, PERMITTEE, ETC., FIRES:**

Refer to *Master Agreement*.

## **55.WAIVER OF CLAIMS:**

Refer to *Master Agreement*.

## **56.EQUIPMENT, SUPPLIES, CACHE ITEMS:**

The Parties to this Agreement agree to provide fire cache support to each other on an as-available basis. Fire Cache supplies and equipment are prioritized and intended to be for support of on-going fire incidents. On a case by case basis, other orders, such as preparedness, non-fire, or non-emergency requests may be filled but require reimbursable agreements. All equipment and supply costs including transportation and cache restocking are charged to the code generating the workload. Abnormal or unique transportation costs will be negotiated at the time of request. Reimbursable agreements may be used to develop and stock specialized Alaska equipment in the caches.

### ***a. WAREHOUSE CATALOG***

The Alaska Interagency Catalog of Fire Supplies and Equipment will be jointly maintained between AFS and DNR. It is available at <http://fire.ak.blm.gov/afs/fireops/akcache.php>

***b. INCIDENT SUPPORT***

Prior to placing orders for equipment or supplies out of state, all resources within the state will be utilized to the extent they are available. Resource ordered supplies and equipment not available in state will be ordered through the National Fire Cache system.

Cost for equipment and supplies for incident use drawn from the DNR or AFS fire caches or warehouses shall be included in billing for Suppression and Non-Specific Suppression Support. Billing justification shall include item(s) name, catalog number, quantity, cost, and initial request or Resource Order number, incident project name/number, and warehouse issue and return printouts.

The incident or receiving agency will be responsible for returning all supplies and equipment not consumed by the incident to the issuing agency in a timely manner by the most practical and cost-effective means.

***c. PROPERTY LOSS OR DAMAGE***

Refer to the *Interagency Standard for Fire and Fire Aviation Operations* ([http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html)) and both the *IBMH* and the Alaska *IBMH*.

***d. FRESH FOOD CONTRACTS***

DOF maintains the contract for fresh food and catering services. Reference the *AIMG* for the process to request fresh food boxes.

**57. TRANSPORTED EQUIPMENT:**

Refer to *Master Agreement*.

**58. AUTHORIZED REPRESENTATIVES:**

The Statewide AOP signatories will be the DNR Chief of Fire and Aviation, the AFS Manager, USFS Regional Director of Fire, Fuels and Aviation, the FWS Regional Fire Management Coordinator, and the Regional Fire Management Officers for NPS and BIA.

## SIGNATURES

IN WITNESS WHEREOF, the Parties hereto have executed *this 2016 Alaska Statewide Annual Operating Plan, Exhibit C* of the *2015 Master Cooperative Wildland Fire Management and Stafford Act Response Agreement*, as of the date of signature of the Party's authorized representative.

### United States Department of the Interior

*For*   
\_\_\_\_\_  
Jason Dollard  
Regional Fire Management Officer  
Bureau of Indian Affairs, Alaska Region

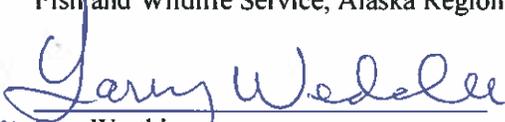
Date: 3/31/2016

*Acting  
Sec*   
\_\_\_\_\_  
Kent Slaughter  
Manager, Alaska Fire Service  
Bureau of Land Management

Date: 4/1/2016

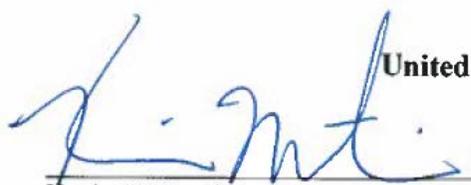
  
\_\_\_\_\_  
Doug Alexander  
Regional Fire Management Coordinator  
Fish and Wildlife Service, Alaska Region

Date: 3/31/2016

*Acting*   
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Dan Warthin  
Regional Fire Management Officer  
National Park Service, Alaska Region

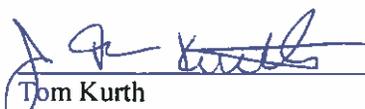
Date: 3/31/2016

### United States Department of Agriculture

  
\_\_\_\_\_  
Kevin D. Martin  
Regional Director Fire, Fuels and Aviation  
United States Forest Service, Region 6 and 10

Date: 4/1/2016

### State of Alaska Department of Natural Resources

  
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Tom Kurth  
Chief of Fire and Aviation  
Alaska Department of Natural Resources

Date: 3/31/2016

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## Attachment 1. Annual Fixed Costs

Attachment Table 1-1: Annual Fixed Costs - DNR bills AFS		
<i>Item</i>	<i>Formula</i>	<i>2016 Costs</i>
<b>Mobile IFM Upgrade</b>	Cost for addition of three Military training areas to the Selkirk Mobile IFM Preparedness module.	\$2,250
<b>Mobile IFM Support/Maintenance</b>	Negotiated expenditures for unscheduled IFM support and maintenance. Documentation will be provided.	TBD

Attachment Table 1-2: Annual Fixed Costs - DNR bills USFS		
<i>Item</i>	<i>Formula</i>	<i>2016 Costs</i>
<b>Pioneer Peak IHC (Clause 15.k)</b>	USFS preparedness funds	\$164,000

Attachment Table 1-3: Annual Fixed Costs - AFS bills DNR		
<i>Item</i>	<i>Formula</i>	<i>2016 Costs</i>
<b>AICC Office Space DNR Logistic Coordinator DNR Intelligence Coordinator (Clause 14 &amp; 15.p)</b>	96 sq. ft. of office space X \$3/sq. ft. X 12 mos. = \$3,456 \$3,456 X 2 positions = \$6,912 192 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,706 2 phone lines X \$30/line X 12 mos. = \$720 Toll Calls 2 lines X \$100/mo. X 12 mos. = 2,400 \$6,912 + \$1,706 + \$720 + \$2,400 = \$11,738	\$11,738
<b>AICC Tactical Desk Support (Clause 12)</b>	Agreed upon figure for 2016	\$0
<b>Air Tanker Base Manager (Clause 45.g)</b>	To jointly fund the ATBM position that exists on the AFS Table of Organization. To be billed if position is filled for 2016.	\$25,000
<b>DNR Fire Behavior Specialist office space (Clause 15.p)</b>	173 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$6,228 173 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,537 1 telephone line X \$30/line X 12mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1,200 \$6,228 + \$1,537 + \$360 + \$1,200 = \$9,325	\$9,325
<b>DNR Fire Operations Forester office space (Clause 15.p)</b>	165 sq.ft. of office space X \$4/sq. ft. X 12 mos. = \$7,920 165 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,466 3 telephone line X \$30/line X 12mo = \$1,080. Toll calls: \$100/mo. X 12 mos. = \$1,200 \$7,920 + \$1,466 + \$1,080+ \$1,200 = \$11,666	\$11,666
<b>DNR Pilots, Air Attack, Retardant personnel assigned to Fort Wainwright. office space (Clause 45.h)</b>	560 sq. ft. of office space X \$3/sq. ft. X 4 mos. = \$6,720 560 sq. ft. X \$3.0089 (FT WW utility rate) = \$1,685 \$7.50/day for 120 days for porta-potty service = \$900 \$6,720 + \$1,685 + \$900 = \$9305	\$9,305
<b>DNR Public Affairs Officer (Clause 49) office space</b>	112 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$4,032 112 sq. ft. X \$8.8859 (FT WW utility rate) = \$995 1 telephone line X \$30/line X 12 mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1,200 \$4,032 + \$995 + \$360 + \$1,200 = \$6,587	\$6,587
<b>DNR Strategic Planner (Clause 15.p) office space</b>	173 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$6,228 173 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,537 1 telephone line X \$30/line X 12 mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1200 \$6,228 + \$1,537 + \$360 + \$1,200 = \$9,325	\$9,325

<b>Attachment Table 1-3: Annual Fixed Costs - AFS bills DNR (Continued)</b>		
Experimental Forecast of Area Burned for Interior Alaska <b>(Clause 9.a)</b>	DNR's agreed upon share. Funds to reimburse AFS	0
Interagency Cache Planning <b>(Clause 56)</b>	AFS will bill DNR the negotiated amount of monetary support. \$20,000 was billed in 2009; no costs allocated in 2010, 2011, 2012 2013, 2014, 2015, or 2016.	0
Interagency Electronic Mechanic's Labor <b>(Clause 43.e)</b>	AFS-DNR negotiated funding for an Electronic Mechanic who will provide program oversight, mission planning, technical assistance, and field maintenance for radio and RAWs sites.	\$20,000
Interagency GIS and IT Mapping Application Development and Support <b>(Clause 43.b)</b>	AFS-DNR negotiated amount for Interagency GIS and IT Mapping Application development and support including but not limited to: Known Sites, Fires, Integrated Fire Management (IFM) coverages etc.	\$0.0
Lightning Detection Network <b>(Clause 44.f)</b>	33.33% for installation, maintenance, and operating costs. Annual maintenance and equipment replacement of ALDN is based upon actual maintenance and amortized replacement costs of the equipment infrastructure. Equipment infrastructure = \$70,152, Maintenance = \$24,425, \$70,152 + \$24,425 = \$94,577 1/3 X \$94,577 = \$31,210	\$31,210
McGrath Facilities <b>(Clause 15.p)</b>	Annual Maintenance Expenses	\$50,000
Non-Suppression Support	Negotiated expenditures for unscheduled non-suppression support. Documentation will be provided.	TBD
Radio Maintenance <b>(Clause 43.e)</b>	3 sites in McGrath area & 4 sites in Tok Area @\$1,700 per site, 2 shared sites @ \$850 and McGrath Field Station @ \$850. Figures are from ITCG AOP, do not include labor. This cost may be offset by any fuel provided by the DOF McGrath Station.	\$14,450
Radio/RAWS Site Unscheduled Maintenance <b>(Clauses 43.e and 44.d)</b>	Negotiated expenditures (aviation, travel, equipment, supplies and parts) for unscheduled radio/RAWS maintenance. Labor excluded. Backup documentation will be provided	TBD
RAWS Maintenance <b>(Clause 44.d)</b>	Costs per RAWS site includes: travel (\$700), parts (\$1330) and sensor maintenance and calibration (NIFC Depot Maintenance) (\$900). \$700 + \$1330 + \$900 = \$2930 per site Maintenance for 25 sites: \$2930X 25 = \$73,250*. *Figures are from ITCG AOP Additional Site added 2015 (BLS) Upgrade to RAWS Data Logger and GPS required by 2019. DNR's share of the cost is \$78,500 in 2016 and \$78,500 in 2017.	\$151,750
Teletype <b>(Clause 43.c)</b>	40% of the costs of the teletype hub operation, application maintenance, and direct support to DNR users	\$5,000

## Attachment 2. Suppression and Non-specific Support Costs

Attachment Table 2-1: Suppression and Non-Specific Support Items	
Item	Formula
Default Cost Apportionment for incidents where the initial action was intended to extinguish the wildfire ( <b>Clause 38.a</b> )	Costs will be apportioned based on jurisdictional acres burned and the associated responsible fiscal party(s).
Default Cost Apportionment for incidents where the initial action upon discovery is surveillance, or site specific protection ( <b>Clause 38.a</b> )	All costs incurred are attributed to the agency on whose land the fire originated and billed to the party that is fiscally responsible.
Default Cost Apportionment for Non-Standard Responses ( <b>Clause 38.a.1</b> )	An incident-specific cost apportionment agreement should be considered for fires that involve multiple jurisdictions and have received a non-standard initial response as defined in the <i>AIWFMP</i> . A fire originating in the Critical, Full, or Pre-conversion Modified Fire Management Option that is not immediately suppressed due to lack of resources or safety concerns may be a likely candidate for an incident-specific cost apportionment agreement. By default, non-standard initial responses will be apportioned as described in <b>Clause 38.a</b> above.
Default Cost Apportionment for Merged Fires ( <b>Clause 38.a.2</b> )	An incident-specific cost apportionment agreement should be considered for allocating costs between fires that involve multiple jurisdictions and have merged (burned together). (See ICS-209 and agency final fire reports directions for reporting requirements and reference <i>NWCG Memo EB-M-11-014</i> at <a href="http://www.nwcg.gov/memos/eb-m-11-014">http://www.nwcg.gov/memos/eb-m-11-014</a> for additional considerations.) By default, when wildfires merge, costs for each fire will be maintained independently and will be apportioned as described in <b>Clause 38.a</b> above.
Default Cost Apportionment for Incident Complexes ( <b>Clause 38.a.3</b> )	<p>Costs will be attributed to each fire in the complex and apportioned as listed above.</p> <p>Complex costs that cannot be attributed to individual fires will be prorated and apportioned as a percentage of effort/cost attributed to each fire. An incident-specific cost apportionment agreement should be considered for allocating costs between fires that involve multiple jurisdictions and are managed as an Incident Complex. Only costs that cannot be reasonably attributed to an individual fire will be assigned to the Complex code unless otherwise directed in an incident-specific cost apportionment agreement. Incident costs charged to the Complex will be allocated to individual fires based the percentage of effort involved in managing individual fires. The allocation method employed will be documented in the incident-specific cost apportionment agreement</p> <p>By default, when wildfires are assigned to a complex, costs for each fire within the complex will be apportioned as described in <b>Clause 38.a</b> above. By default, costs charged to the complex code will be allocated to individual fires prior to apportionment as follows:</p> $FireTotal_x = FireCode_x + \left( ComplexCode * \frac{FireCode_x}{(FireCode_1 + FireCode_2 + FireCode_3 + \dots + FireCode_n)} \right)$ <p>Where:</p> <p><b>FireTotal<sub>x</sub></b> = Total fire costs, including proportional share of complex code charges</p> <p><b>FireCode<sub>x</sub></b> = Costs charged to individual fire codes</p> <p><b>ComplexCode</b> = Costs charged to complex code</p> <p style="text-align: center;"><b>n</b> = number of fires in complex</p>

**Attachment Table 2-1: Suppression and Non-Specific Support Items (Continued)**

Joint Projects and Project Assistance including Prescribed Fire ( <b>Clauses 21 &amp; 25</b> )	All project costs will be billed to the agency that developed the project unless otherwise agreed to in the project plan.
Extended and Weekend Staffing for Statewide Shared Tactical Resources ( <b>Clause 15.b</b> )	Costs for tactical resources and their support will be allocated to the agency making the request.
Local Extended Staffing ( <b>Clause 15.f</b> )	As authorized by the Protecting Agency FMO.
Supplemental Resource Requests ( <b>Clause 15.g</b> )	Costs will be apportioned as decided in the Daily Statewide Strategy Meeting or by the AMAC.
Fire Medic Program ( <b>Clause 15.i</b> )	Billed costs include Fire Medics salary and resupply costs of kits and are included with the incident expenses. Pre-season training costs are allocated equally to AFS and DNR.
Training ( <b>Clause 42.b</b> )	Student expenses associated with field deliverable courses will be included in the incident costs.
Various Support functions Interagency Fire Dispatch Centers ( <b>Clause 13.a</b> ), Equipment and Supplies ( <b>Clause 56</b> ), Aviation Operations( <b>Clause 45.m</b> )	Costs incurred are attributed to an incident but, when necessary and as authorized by the Protecting Agency FMO, may also be charged to non-specific support code.
Administrative Overhead Rate ( <b>Clause 46.g</b> )	15% negotiated rate not to exceed a maximum of \$350,000 per calendar year.

### Attachment 3. Website References

The following websites are referenced within the AOP.

Attachment Table 3-1: Web Links		
Topic	Website Link	AOP Clause #
Alaska Emergency Firefighter Type 2 Crew Management Guide	<a href="http://fire.ak.blm.gov/logdisp/crews.php">http://fire.ak.blm.gov/logdisp/crews.php</a> .	15.j, 42.a
Alaska Enhanced Smoke Management Plan for Planned Fire (ESMP) and its appendices	<a href="http://fire.ak.blm.gov/administration/awfcg_committees.php">http://fire.ak.blm.gov/administration/awfcg_committees.php</a>	26
Alaska Interagency Catalog of Fire Supplies and Equipment	<a href="http://fire.ak.blm.gov/afs/fireops/akcache.php">http://fire.ak.blm.gov/afs/fireops/akcache.php</a>	56.a
Alaska Interagency Coordination Center (AICC)	<a href="http://fire.ak.blm.gov/">http://fire.ak.blm.gov/</a>	9.c, 14.b, 44.d, 44.f, 51.a
Alaska Interagency Mobilization Guide (AIMG)	<a href="http://fire.ak.blm.gov/logdisp/aimg.php">http://fire.ak.blm.gov/logdisp/aimg.php</a>	9, 13.b, 14.a, 15, 17, 18, 25, 37, 43.e, 44.c, 45, 51.b, 56.d
Alaska Interagency Wildland Fire Management Plan (AIWFMP)	<a href="http://fire.ak.blm.gov/administration/awfcg.php?folder=Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan&amp;content=d:\content\admin\awfcg\C.%20Documents">http://fire.ak.blm.gov/administration/awfcg.php?folder=Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan&amp;content=d:\content\admin\awfcg\C.%20Documents</a>	9, 10, 15, 17, 18, 20, 28, 29, 32.a
Alaska Multi-Agency Coordinating Group (AMAC) Handbook	<a href="http://fire.ak.blm.gov/administration/mac.php">http://fire.ak.blm.gov/administration/mac.php</a>	15.d
Alaska Preparedness Levels	<a href="http://fire.ak.blm.gov/content/aicc/aimg/aimgchap20.pdf">http://fire.ak.blm.gov/content/aicc/aimg/aimgchap20.pdf</a>	14, 15, 25, 43, 51
Alaska DNR Statutes & Regulations	<a href="http://forestry.alaska.gov/statutes">http://forestry.alaska.gov/statutes</a>	24
Alaska Wildland Fire Coordinating Group (AWFCG)	<a href="http://fire.ak.blm.gov/administration/awfcg.php">http://fire.ak.blm.gov/administration/awfcg.php</a>	9, 10, 22
Alaska Wildland Fire Coordinating Group (AWFCG) committees	<a href="http://fire.ak.blm.gov/administration/awfcg_committees.php">http://fire.ak.blm.gov/administration/awfcg_committees.php</a>	

Attachment Table 3-1: Web Links		
Topic	Website Link	AOP Clause #
Bureau of Indian Affairs Wildland Fire and Aviation Program Management and Operations Guide (Blue Book)	<a href="http://www.nifc.gov/policies/pol_referenceGuides.html">http://www.nifc.gov/policies/pol_referenceGuides.html</a>	32
Burning Permits	<a href="http://forestry.alaska.gov/fire/burnpermits.htm">http://forestry.alaska.gov/fire/burnpermits.htm</a>	24
Emergency Equipment Agreements	For DNR: <a href="http://forestry.alaska.gov/equipment.htm">http://forestry.alaska.gov/equipment.htm</a> <a href="https://dnr.alaska.gov/olas/">https://dnr.alaska.gov/olas/</a> For AFS: <a href="http://fire.ak.blm.gov/administration/IncidentBusinessManagement.php">http://fire.ak.blm.gov/administration/IncidentBusinessManagement.php</a>	39.c
Emergency Stabilization and Burned Area Rehabilitation	For DOI agencies: <a href="http://www.fws.gov/fire/ifcc/Esr/home.htm">http://www.fws.gov/fire/ifcc/Esr/home.htm</a> For USFS: <a href="http://www.fs.fed.us/biology/watershed/burnareas/index.html">http://www.fs.fed.us/biology/watershed/burnareas/index.html</a>	32.i
Fire Information - Interagency	<a href="http://akfireinfo.com/">http://akfireinfo.com/</a>	51.a
Fire Information - AFS/AICC	<a href="http://fire.ak.blm.gov/">http://fire.ak.blm.gov/</a>	51.a
Fire Information - Alaska DNR	<a href="http://forestry.alaska.gov/fire/current.htm">http://forestry.alaska.gov/fire/current.htm</a>	51.a
Fire Information - FWS Alaska	<a href="http://www.fws.gov/alaska/nwr/visitor/fire/index.htm">http://www.fws.gov/alaska/nwr/visitor/fire/index.htm</a>	51.a
Fire Information – NPS Alaska	<a href="http://www.nps.gov/akso/nature/fire/index.cfm/">http://www.nps.gov/akso/nature/fire/index.cfm/</a>	51.a
Fire Weather AOP	<a href="http://firewx.arh.noaa.gov/Fire_Wx_AOP_2016_public.pdf">http://firewx.arh.noaa.gov/Fire_Wx_AOP_2016_public.pdf</a>	44.a
GIS Protocols and Points of Contact	<a href="http://fire.ak.blm.gov/administration/awfcg_committees.php">http://fire.ak.blm.gov/administration/awfcg_committees.php</a> . under GIS committee	43.b, 51.b
Homeland Security Directives	<a href="http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm">http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm</a> and <a href="http://www.whitehouse.gov/omb/circulars_a130_a130trans4">http://www.whitehouse.gov/omb/circulars_a130_a130trans4</a>	43.a

Attachment Table 3-1: Web Links		
Topic	Website Link	AOP Clause #
Incident Business Management: <ul style="list-style-type: none"> <li>• Interagency Incident Business Management Handbook (IBMH) (NFES 2160)</li> <li>• AFS Supplemental Business Practices</li> <li>• DOF Alaska Incident Business Management Handbook</li> </ul>	<a href="http://www.nwcg.gov/publications/interagency-incident-business-management-handbook">http://www.nwcg.gov/publications/interagency-incident-business-management-handbook</a> <a href="http://fire.ak.blm.gov/administration/IncidentBusinessManagement.php">http://fire.ak.blm.gov/administration/IncidentBusinessManagement.php</a> <a href="http://forestry.alaska.gov/fire/aibmh">http://forestry.alaska.gov/fire/aibmh</a>	<b>39.a</b>
Interagency Aerial Supervision Guide	<a href="http://www.fs.fed.us/fire/aviation/av_library/">http://www.fs.fed.us/fire/aviation/av_library/</a>	<b>45.i</b>
Interagency Prescribed Fire Planning and Implementation Procedures Guide	<a href="http://www.nwcg.gov/publications/interagency-prescribed-fire-planning-and-implementation-procedures-guide">http://www.nwcg.gov/publications/interagency-prescribed-fire-planning-and-implementation-procedures-guide</a>	<b>25</b>
Interagency Standards of Fire and Fire Aviation Operations (Red Book)	<a href="http://www.nifc.gov/policies/pol_ref_redbook.html">http://www.nifc.gov/policies/pol_ref_redbook.html</a>	<b>15.k, 17, 21, 39.b, 45.c, 45.g, 53, 56.c</b>
Management Option Change Procedures	<a href="http://fire.ak.blm.gov/administration/awfcg.php">http://fire.ak.blm.gov/administration/awfcg.php</a>	<b>9.b, 18</b>
Maps –Historic and Current Fire Perimeters	<a href="http://fire.ak.blm.gov/predsvcs/maps.php">http://fire.ak.blm.gov/predsvcs/maps.php</a>	<b>51.b</b>
National Interagency Incident Management System Wildland Fire Qualification Guide (Publication 310-1)	<a href="http://training.nwcg.gov/">http://training.nwcg.gov/</a>	<b>17</b>
Nominations Forms for Type 1&2 IMT	<a href="http://fire.ak.blm.gov/logdisp/overhead.php">http://fire.ak.blm.gov/logdisp/overhead.php</a>	<b>18</b>
NWCG Memos/ Correspondence	<a href="http://www.nwcg.gov/executive-board/correspondence">http://www.nwcg.gov/executive-board/correspondence</a>	<b>13, 38.a.1)</b>
Open Burn Approval <ul style="list-style-type: none"> <li>• Applications</li> <li>• Regulations</li> </ul>	<a href="http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECOpenburn.pdf">http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECOpenburn.pdf</a> <a href="http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf">http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf</a>	<b>24.b</b>

Attachment Table 3-1: Web Links (Continued)		
Topic	Website Link	AOP Clause #
Prevention & Education Materials	<a href="http://fire.ak.blm.gov/administration/awfcg_committees.php">http://fire.ak.blm.gov/administration/awfcg_committees.php</a>	22
Severity Funding (federal agencies)	<a href="http://www.nifc.gov/policies/pol_severity_funding.html">http://www.nifc.gov/policies/pol_severity_funding.html</a>	15.h
Smoke Effects Mitigation and Public Health Protection Protocols (AWFCG)	<a href="http://fire.ak.blm.gov/administration/awfcg.php">http://fire.ak.blm.gov/administration/awfcg.php</a>	26
Smoke Information, Forecast, Regulations, Advisories, and Educational Materials	<a href="http://www.dec.state.ak.us/air/anpms/index.htm">http://www.dec.state.ak.us/air/anpms/index.htm</a>	26
Standards for Interagency Hot Shot Crew Operations	<a href="http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf">http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf</a>	15.k
US Fire Administration's Skills Crosswalk Wildland Training for Structural Firefighters	<a href="http://www.usfa.fema.gov/downloads/pdf/wildland_training_crosswalk.pdf">http://www.usfa.fema.gov/downloads/pdf/wildland_training_crosswalk.pdf</a>	17

## Attachment 4. Alaska Native Organizations & Lands

### Alaska Regional & Village Native Corporations (ANCSA Corporations)

Alaska Native Corporations were established in 1971 when the United States Congress passed the *Alaska Native Claims Settlement Act (ANCSA)*. ANCSA was designed to settle land and financial claims made by Alaska Natives and provided for the establishment of 13 Regional Corporations and over 200 Village Corporations to administer those claims. Many of the Village Corporations have merged with other Village Corporations or into their parent Regional Corporation since that time. ANCSA Corporations are ‘for profit’ entities. Both Regional (with the exception of The 13<sup>th</sup> Regional Corporation) and Village Corporations have selected land in and around native villages throughout the state in proportion to their enrolled populations. Most of these lands have been conveyed to the ANCSA Corporations; however some selected lands still remain under federal ownership. In most cases only surface rights have been conveyed to Village Corporations. Regional Corporations own the subsurface rights of both their own conveyances and of those of the Village Corporations.

#### *Fire Management Considerations for ANCSA Corporation Lands*

The 1971 *Alaska Native Claims Settlement Act (43 U.S.C. 1620(e))* as amended by the 1980 *Alaska National Interest Lands Conservation Act (16 U.S.C. 1409)* states:

*Public lands status of real property interests exempt from real estate taxes for purposes of Federal highway and education laws; Federal fire protection services for real property interests without cost. Real property interests conveyed pursuant to this chapter to a Native individual, Native group, corporation organized under section 1613(h)(3) of this title, or Village or Regional Corporation shall, so long as the fee therein remains not subject to State or local taxes on real estate, continue to be regarded as public lands for the purpose of computing the Federal share of any highway project pursuant to Title 23, as amended and supplemented, for the purpose of the Johnson-O'Malley Act of April 16, 1934, as amended (25 U.S.C.A. section 452), and for the purpose of Public Laws 815 and 874, 81st Congress (64 Stat. 967, 1100). So long as there are no substantial revenues from such lands they shall continue to receive wildland fire protection services from the United States at no cost.*

*Department of the Interior Manual 620 Chapter 2.4* delegates BLM the responsibility to provide cost-effective wildland fire suppression services on Alaska Native lands:

*2.4 Policy. BLM will maintain and operate the Department of the Interior wildland fire suppression organization in Alaska with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication of suppression systems for Department of the Interior agencies. BLM will also provide consistency in State and Native wildland fire relationships and provide Statewide mobility of wildland fire resources.*

*BLM is authorized to provide safe, cost-effective emergency wildland fire suppression services in support of land, natural and cultural resource management plans on Department of the Interior administered land and on those lands that require protection under the Alaska Native Claims Settlement Act, as amended (43 U.S.C.1620(e)), herein after referred to as Native land. BLM will execute these services within the framework of approved fire management plans or within the mutually agreed upon standards established by the respective land managers/owners.*

*A. Nothing herein relieves agency administrators in the Interior bureaus of the management responsibility and accountability for activities occurring on their respective lands.*

***B. Wildland fire suppression and other fire management activities provided on Native lands under the authority of the Alaska Native Claims Settlement Act, as amended (43 U.S.C. 1620(e)), will consider Native land managers on an equal basis with Federal land managers.***

*C. Each bureau will continue to use its delegated authority for application of wildland fire management activities such as planning, education and prevention, use of prescribed fire, establishing emergency suppression strategies, and setting emergency suppression priorities for the wildland fire suppression organization on respective bureau lands.*

Based on this direction:

- ANCSA Corporations are considered the Jurisdictional Agency for surface lands that have been conveyed to them, and are annually given the opportunity to validate or change the AIWFMP Fire Management Options for those lands.
- ANCSA Corporation lands are treated as DOI lands for the purpose of cost-apportionment (**AOP Clause 38, Table 6**)
- BLM- Alaska Fire Service (AFS) provides liaisons to the ANCSA Corporations to facilitate fire notifications and the WFDSS decision support process. FMOs and AFS liaisons will coordinate to ensure ANCSA Corporations are informed about fires occurring on or threatening their lands, and are represented in fire management decisions.
  - AFS Zone FMOs serve as the liaisons for all incidents involving ANCSA Corporation lands in their AFS Protection Zone. AFS Zone FMOs are the WFDSS fiscal/jurisdictional signatory for incidents costing less than \$5 million in DOI funds. The AFS Manager is the WFDSS signatory for incidents in the zones costing \$5 million or more in DOI funds.
  - The AFS Military Zone FMO serves as the liaison for all incidents involving ANCSA Corporation lands in DOF Protection within the Tok, Delta and Fairbanks Areas. The AFS Military Zone FMO serves as the liaison and WFDSS fiscal/jurisdictional signatory for incidents costing less than \$5 million in DOI funds. The AFS Manager is the WFDSS signatory for incidents in these areas costing \$5 million or more in DOI funds.
  - The AFS South Zone FMO serves as the liaison for all incidents involving ANCSA Corporation lands in USFS protection or in DOF Protection within the Copper River, Mat-Su, Kenai-Kodiak, Southwest and Haines Areas. The AFS South Zone FMO serves as the liaison and WFDSS fiscal/jurisdictional signatory for incidents in these areas costing less than \$5 million in DOI funds.

## Tribal Governments

There are 229 federally recognized tribes in Alaska. Most have tribal councils as their governing bodies. There are a variety of names for these councils including 'Native council,' 'tribal council,' 'IRA council,' 'village council,' and 'traditional council.' All of these refer to the governing body of a tribe. Tribes and Tribal Governments are distinct from ANCSA Regional and Village Corporations.

Even though ANCSA places its land entitlement with the ANCSA Corporations, most tribes in Alaska own some land. Tribes have acquired land through various means including purchases, gifts, and through land transfers from ANCSA Corporations and cities. Tribally owned parcels range from small lots to large tracts transferred from ANCSA Corporations. Tribally owned land is in fee simple status and in Alaska is not considered held in Trust for jurisdictional purposes, and at this time cannot be converted into Trust status.

### *Fire Management Considerations for Tribal Governments*

Tribal governments in Alaska have the same governmental status as other federally recognized Indian tribes by virtue of their status as Indian tribes with a government-to-government relationship with the United States, and are entitled to the same protections, immunities, and privileges as other federally recognized tribes.

Although tribally owned lands are in fee simple status, and fire management responsibilities are not identified in ANCSA, ANILCA, or 620 DM 2.4, tribal lands are currently treated similarly to ANCSA Corporation lands for fire management purposes. See *Fire Management Considerations for ANCSA Corporation Lands* above.

## Federally Administered Indian Trust Lands (including Native Allotments)

Federally administered Indian trust lands in Alaska include Native Allotments, the Annette Island Indian Reservation, and some Town Site lots created under the *1891 Townsite Act*. An Alaska Native Allotment is a parcel or parcels of land, totaling up to 160 acres, conveyed by restricted deed to an Alaska Native under the terms and conditions of the Alaska Native Allotment Act of 1906 and 1956 amendment; and the Alaska Native Veteran Allotment Act of 1998. 43 U.S.C. §§ 357, 357a, 357b

The Department of the Interior, Bureau of Indian Affairs (BIA) has been tasked with the protection of Alaska native trust lands. This protection is intended to protect the natural and cultural resources of the land for current and future generations of Alaska Natives.

### *Fire Management Considerations for Federally Administered Indian Trust Lands*

*Department of the Interior Manual 620 Chapter 2.4* delegates wildland fire suppression services for DOI administered lands (including trust lands) to BLM. These services are provided by BLM- Alaska Fire Service (AFS), and by the State of Alaska and US Forest Service through the *Alaska Master Cooperative Wildland Fire Management and Stafford Act Response Agreement (2015 Alaska Master Agreement)*.

The BIA serves as the Jurisdictional Agency for all Indian Trust lands in Alaska.

The BIA Regional Fire Management Officer is the primary notification point-of-contact for all trust lands that are impacted or threatened by wildland fire.

Some of the 229 federally recognized tribes in Alaska have compacted with the BIA through their Tribal Governments to become a service provider for some allotment owners. It is important to note that not all allotment owners have given consent to the tribe that they are affiliated with to represent their allotment. However the Tribal Governments still provide a point of contact for suppression agencies and provide valuable and pertinent local information. Some Tribal Governments have joined into non-profit consortiums in order to pool resources and provide a better service to the Tribal Members they represent. Examples of such consortiums include:

- Tanana Chiefs Conference (TCC)
- Chugachmuit
- Association of Village Council Presidents (AVCP)

The level of service provided will vary from one Service Provider to the next. BIA serves as the Service Provider for trust lands where no Tribal or Consortium service provider has compacted services.

**Notwithstanding the compacting process, the BIA never relinquishes its trust responsibility as the jurisdictional agency tasked with the protection of Trust Lands.**

Service Providers are responsible for:

- Serving as an additional point of contact for Protecting Agencies for fire management concerns regarding allotments identified in their service area.
- Maintaining site specific information for allotments identified in their service area.
- Assisting the Protection Agency in the protection of trust lands during an ongoing incident.
- Serving as Resource Advisors for the suppression efforts affecting allotments identified in their compact.

## **Attachment 5. Incidents Requiring a Published WFDSS Decision**

The following excerpts from the 2016 *Interagency Standard for Fire and Fire Aviation Operations (Red Book)* at [http://www.nifc.gov/policies/pol\\_ref\\_redbook.html](http://www.nifc.gov/policies/pol_ref_redbook.html) consolidate National BLM, NPS, FWS, and USFS direction regarding when incidents require a published WFDSS decision. Direction differs slightly between agencies; and Alaska agency administrator interpretations of “*escapes initial attack*,” “*extended attack*,” “*exceeds initial response*,” or “*being managed for multiple objectives*,” may vary in light of direction in the *Alaska Interagency Wildland Fire Management Plan (AIWFMP)* at <http://fire.ak.blm.gov/administration/awfcg.php?folder=Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan&content=d:\content\admin\awfcg\C.%20Documents>.

### **BLM, NPS, FWS, & USFS (Chapter 11, pp. 217-218)**

*WFDSS will be used for decision support documentation for all fires that escape initial attack, exceed initial response, or are being managed for multiple objectives. These incidents will have a Published Decision within WFDSS. A Published WFDSS Decision establishes objectives, a Course of Action and Rationale for incidents with varying duration, spread potential, costs, or other considerations. The level of documentation to publish a decision should be commensurate to the incident duration, spread potential, cost, or Relative Risk. Agency-specific direction established in memos or other policy documents may further define WFDSS documentation requirements.*

- *BLM – Refer to Chapter 2 for additional requirements for WFDSS implementation.*
- *NPS – Refer to Chapter 3 for additional requirements for WFDSS implementation.*

### ***Initial Decision***

*An initial decision should be published within 24 hours after the determination that a Published Decision is needed, or within 24 hours of requesting an incident management team.*

*Considerations for determining that a decision is needed include:*

- *The fire has not been contained by initial attack resources dispatched to the fire;*
- *The fire will not have been contained within the initial attack management objectives established for that zone or area according to the unit’s planning documents;*
- *The Incident Objectives include both protection and resource benefit elements consistent with land management planning documents;*
- *The fire affects or is likely to affect more than one agency or more than one administrative unit within a single agency (for example more than one National Forest);*
- *The fire is burning into or expected to burn into wildland-urban interface;*
- *Significant safety or other concerns such as air quality are present or anticipated;*  
*and*
- *The Relative Risk Assessment indicates the need for additional evaluation and development of best management practices for achieving land and resource objectives.*

### ***New Decision***

*As incident complexity increases or decreases, it may become necessary for additional supporting analyses to inform decision making. If additional analysis indicates the decision needs modification, a new decision is required. Depending on the complexity of the incident, a new decision should be published within 2-3 days for less complex incidents and within 4-7 days for more complex incidents. The same criteria above plus the following considerations can guide determinations about publishing a new decision:*

- *The Periodic Assessment indicates the Course of Action is no longer valid;*
- *The management needs of the incident exceed existing capability;*
- *The expected costs of incident management exceed the estimated costs in the initial Decision or agency-established thresholds for level of approval authority;*
- *The fire moves or is expected to move beyond the Planning Area analyzed;*
- *Management Action Points have been established since the initial Decision was published and additional information is needed to further manage the incident over time; and*
- *The line officer is considering ordering an IMT.*

### **BLM (Chapter 2, pg. 67)**

*In addition to WFDSS guidance in Chapter 11, the BLM has established the following additional policy requirements for the WFDSS:*

- *Publishing decisions for initial attack fires in WFDSS is optional. All fires which escape initial attack or are being managed for multiple objectives require a published decision.*

### **NPS (Chapter 3, pg. 87)**

*Publishing decisions for initial attack fires in WFDSS is optional. All fires which go into extended attack or are being managed for multiple objectives will have a published decision in WFDSS.*

### **FWS (Chapter 4, pg. 103)**

*FWS follows interagency policy regarding use of WFDSS. Standards for when WFDSS will be used are found in Chapter 11 of the Interagency Standards for Fire and Fire Aviation Operations. Documentation of all other wildfires in WFDSS is at the discretion of the local unit. **All fires in Alaska will have WFDSS initiated by the Protection Agency.***

The FWS Alaska-specific direction bolded above is outdated and may be disregarded. It refers to initiation of a WFDSS incident (a task that is now accomplished by IRWIN instead of the Protecting Agency), and should not be interpreted as requiring a decision for all FWS fires in Alaska.

### **USFS (Chapter 5, pg. 116)**

*All fires must utilize the WFDSS to inform and document decisions related to course of action, resource allocations, and risk management considerations. WFDSS will be used to approve and publish decisions on all fires that exceed initial attack or include a resource management objective.*

## Attachment 6. Finance Timeline

	Jan	Feb	Mar	FIRE SEASON #1					Sep	Oct	Nov	Dec	Jan	Feb	Mar	FIRE SEASON #2					Sep	Oct	Nov	Dec	Jan	Feb	Mar	FIRE SEASON #3					Sep	Oct	Nov	Dec						
				Apr Fire Season	May Fire Season	Jun Fire Season	Jul Fire Season	Aug Fire Season								Apr Fire Season	May Fire Season	Jun Fire Season	Jul Fire Season	Aug Fire Season	September	October	November	December	January	February	March	Apr Fire Season	May Fire Season	Jun Fire Season	Jul Fire Season	Aug Fire Season	September	October	November	December						
<b>Fire Cost Estimating &amp; Declarations</b>																																										
Estimating Against End of FY Balances				X	X	X										X	X	X										X	X	X												
Estimating Against Beginning of FY Balances							X	X											X	X											X	X										
<b>Actuals - Home in Costs for Prior FY (1st 1/2 of Fire Season)</b>																																										
Collect pre-July largest fires' % payment responsibility from AICC						X												X											X													
Collect pre-July fires' costs from BLM, USFS, Alaska						X	X											X	X										X	X												
Establish Payables and Receivables for FY Closeout							X												X											X												
<b>Actuals - Home in Costs for Fire Season</b>																																										
Collect all season's fire % payment responsibility from AICC										X												X												X								
Collect all season's fire costs from BLM, USFS, Alaska											X												X												X							
Adjust Prelim Payables and Receivables for Fire Season												X												X												X						
AICC Review of Draft Prelim Spreadsheet for Accurate Fire Data												X												X												X						
<b>Billings</b>																																										
Exchange Prelim Sheets with BLM & USFS, agencies load current costs															X												X															
Exchange Prelim billings & Payments																X														X												
Provide/exchange detailed documentation, zone/area review, cost challenges																											X	X	X	X												
Agree on Final and Exchange Final Billings and Payments																																										



## **Exhibit D. Reimbursable Billings and Payments**

The following criteria and procedures will be used for billing between the Parties to this Agreement.

### **A. Miscellaneous Assistance and Annual Fixed Costs**

The Parties to this Agreement may bill for activities not related to fire suppression within their legal authorities. Preparedness costs, fair sharing for interagency dispatch center costs, office expenses, RAWs maintenance, technology systems expenses and other costs will be billed as directed in the *Exhibit C Alaska Statewide Annual Operating Plan (AOP)* of and, in accordance with, this Master Agreement and other existing agreements.

Reimbursable costs incurred for project and other miscellaneous assistance between Parties to this Agreement will also be billed as directed in *Exhibit C* or as agreed upon in the project plan.

Billings will outline services performed and include necessary documentation or reference.

### **B. Suppression and Non-Specific Suppression Support Billings**

The Forest Service (USFS), Bureau of Land Management (BLM) and BLM Alaska Fire Service (AFS), Bureau of Indian Affairs (BIA), National Park Service (NPS), and Fish and Wildlife Service (FWS) will not bill each other for suppression costs as directed in the National Interagency Agreement for Fire Management. A copy of that agreement is in Chapter 40 of the *National Interagency Mobilization Guide* available at <http://www.nifc.gov/nicc/mobguide/index.html>.

AFS is fiscally responsible for the costs of wildfires on DOI-administered lands and Alaska Native lands conveyed under Alaska Native Claims Settlement Act 1971; DNR is fiscally responsible for the costs of wildfires on State, private and municipal lands; USFS is the responsible party for costs incurred on national forest lands and Alaska Native land in southeast Alaska. A formal Bill for Collection will be issued by billing agencies to the paying agency as described below and in the Statewide AOP Clause 44. Parties to this Agreement shall utilize the process below.

#### **1. DOI & USFS Billings**

Federal agencies will submit bills for their reimbursable costs to the DNR whenever the DNR is the agency fiscally responsible. (Reference the *Statewide AOP* Clause 38.) Billing and payment due dates are listed in the *Statewide AOP* in Clause 46.

#### **2. DNR Billings**

##### **a. DNR as the Protecting Agency**

When DNR is the protecting agency for lands on which AFS is fiscally responsible, DNR will bill AFS for costs under the terms in the *Statewide AOP* Clause 38.

##### **b. DNR as the Supporting Agency**

When the DNR is the supporting agency and the fire is within Alaska, the DNR will bill the AFS or the USFS for reimbursable costs, according to the terms listed in Statewide AOP Clause 38. When the DNR responds to incidents outside of Alaska, the DNR will bill as indicated in the *Statewide AOP* Clause 46.e .

#### **3. DOI Agencies and DNR Billing Procedures**

The AFS, BIA, FWS, and NPS may recover costs for their participation on incidents which

DNR is fiscally responsible for suppression costs and other DNR fire-related support. Each agency will directly bill DNR, establish billing thresholds, and adhere to the dates AFS and DNR have established for billing and payments as listed in the *Statewide AOP* Clause 46.

The billing criteria for incidents are addressed in the *Statewide AOP* Clause 38.

### **C. Severity**

Costs incurred by federal or state agencies attributed to severity assignments will be billed individually or charged to the ordering agency. Severity assignments are reimbursable under the national Interagency Agreement for Fire Management.

### **D. Billing Content**

#### **1. Preliminary Accounting Report**

The following documents will be available to support the Preliminary Accounting Report for Suppression and Non-Specific Suppression Support.

- List of individual fires by fire number, final acreage, acres burned by management option and jurisdictional agency(s), detailed finance reports, and total cost.
- Individual fire reports with narratives and a detailed map of the scale 1:63,360 (one inch to the mile) U.S.G.S. base, of all fires.

Agencies exchange backup documentation supporting preliminary accounting reports automatically for line items in excess of \$25,000, or upon request for any line item in question.

#### **2. Bill for Collection**

The AOP includes the billing addresses in Clause 46. Each billing agency will provide the paying agency, at a minimum, the following information on each invoice/bill:

- Agency, address, phone number, and agency financial contact,
- Invoice or bill number
- Agreement number
- Incident name
- Appropriate incident number (DNR code, Fire Code or Forest Service P-code/override) or tracking code.
- Summary cost data for the amount being billed and standard cost reports. When requested, other supplemental data may be provided by the agencies to support the billing.

Generally cost source documents will not be required unless line items exceed \$25K, summary cost data is disputed, or unless a specific agency regulation (trespass) or another agency (FEMA) requires cost source documents.

#### **3. Overhead Assessment Rate**

The Overhead Assessment Rate for the applicable billing agency's costs will be used as defined in AOP Clause 46.

#### **E. Billing Time Frames**

Agencies will submit invoices by the dates identified in the *Statewide AOP* Clause 46

The DNR fiscal year runs from July 1 to June 30 and the federal fiscal year runs from October 1 through September 30. All billing agencies will submit an estimate of costs, to the paying agency before the end of the fiscal year for paying agency, for obligation purposes as listed in the *Statewide AOP*.

#### **F. Debt Management**

Agency procedures will be followed for overpayments and delinquent billings per the *Debt Collection Improvement Act of 1996 (DCIA)* and pertinent Alaska State Statutes.

#### **G. Payment Due**

Whenever this Agreement provides for billing, the agency receiving the bill has an obligation to pay in accordance with the terms listed in the *AOP* or in the Bill of Collection. Once bills are received by the paying agency, payment will be made in accordance with that agency's payment processes. Billing and payment due dates are listed in the Clause 46 of the *AOP*.

Written notice that a bill is contested will be mailed to the billing Agency within 180 days of issuance of the preliminary bill for collection and will fully explain the contested items. Contested items will be resolved and costs not included in the preliminary billing will be added prior to final billing.

#### **H. Electronic Funds Transfer**

The *Debt Collection Improvement Act of 1996 (DCIA)* mandates that Federal payments be made by Electronic Funds Transfer unless waived in accordance with specific circumstances set forth in *31 CFR 208.4*. *31 CFR 208.2* provides what constitutes federal payments.

#### **I. Third Party Payments**

The use of third party payments is prohibited. Payment remittance is limited to signatories identified herein.

#### **J. Review Procedures**

The protecting agencies FMOs conduct a review of billing information for incidents that incur costs of \$25,000 or more or any line item that warrants review. Findings that are inconsistent with the normal or accepted way of doing business will be reconciled on a case by case basis. Any decision to further examine records will be on a case by case basis.

## **K. Reimbursable Assistance Expense**

Costs incurred as the result of an incident and documented are reimbursable in accordance with the provisions of *OMB Circular A-87*.

These include, but are not limited to the following:

- Agency costs for salary and benefits including premium pay if and when it is earned according to the policies, laws and rules governing the employees of the supporting agency.
- Agency costs for transportation including, but not limited to, airline fees, vehicle rental fees, fuel and oil, and agency established mileage fees.
- Agency costs for per diem and lodging of resources assigned to the incident when such services are not supplied by the incident.
- Additional support dispatching services requested through a resource order.
- Operating supplies for equipment assigned to the incident, such as fuel, oil and equipment repairs, as described within clause #37.
- Usage costs of agency equipment in support of the incident.
- Aircraft, airport fees, and retardant costs.
- Agency-owned equipment lost, or damaged, by the supporting agency accompanied by the appropriate agency source documentation to include insurance deductible paid, as described within clauses #37 and #49.
- Charges from the DNR for DNR cooperator resources, such as the National Guard and county and local resources.
- Cost or replacement of reasonable and prudent supplies expended in support of the incident. What is reasonable and prudent is determined by the protecting and/or jurisdictional agency or the fire team within the limits of their delegated authority or identified in the current *IBMH*.
- Contracted services and equipment.

**Exhibit E. Sample Project and Financial Plan**

**SUPPLEMENTAL NUMBER \_\_\_\_\_**

**I. INTRODUCTION**

Brief description, where located, status of environment analysis, status compliance if applicable, design/specifications status.

List authorizing law (Examples: Reciprocal Fire Protection Act, 42 U.S.C. 1856 or Cooperative Funds and Deposits Act, PL 94-148).

**II. SCOPE AND DURATION**

The description of this project is to \_\_\_\_\_. It is anticipated that this project will begin \_\_\_\_\_ and will end \_\_\_\_\_.

**III. PRINCIPAL CONTACTS**

Principal contacts for each Agency for the administration of the project are:

Name

Address

Telephone

FAX

**IV. DETAILED PROJECT DESCRIPTION**

- A. Specific duties and tasks to be performed. Identify desired end results.
- B. Identify tools and equipment needed and who will supply them.
- C. Identify size of crew and who will be providing transportation
- D. Other

**V. SUPERVISION AND TECHNICAL OVERSIGHT**

**VI. REIMBURSEMENT**

Describe any relevant reimbursement and billing procedures, including to whom to send payment and the billing address.

**VII. FINANCIAL PLAN**

List which Agency is reimbursing the other and detail items to be reimbursed. If this is a Cost Share Supplemental Project Plan, list all Parties, contributions, cash, non-cash, and in-kind. Include: salaries, travel, supplies, equipment use, indirect cost, project total, estimated reimbursement, and job code to be charged. Reimbursement shall be made only for actual expenses incurred, not to exceed the estimated total reimbursement. Itemized documentation in support of all expenses is required.

**VIII. SIGNATURES**



## **Exhibit F. Sample Cost Share Agreement with Instructions**

### **INSTRUCTIONS – SUPPLEMENTAL FIRE SUPPRESSION AND COST SHARE AGREEMENT**

Each of the numbered instructions below corresponds to form items that require further explanation. Supplemental agreements will be numbered consecutively following the original (#1) for each fire. Supplements may be added at any time. Where insufficient room is available for necessary information, additional sheets or addendums may be added. Small revisions to this agreement may be completed on a single page, describing the change to the original agreement, and obtaining new signatures from those involved.

A Master Cooperative Wildland Fire Management Agreement exists between all major wildland fire protection agencies in the Alaska Geographic Area. This agreement authorizes general mutual aid, including reciprocal and cooperative fire protection services elaborated upon in local annual operating plans. Other cooperative agreements exist between fire management agencies that authorize fire management services between Agencies at the sub-geographic level. The objective of the Supplemental Fire Suppression and Cost Share Agreement is to establish and document the cost sharing and basic organizational structure in response to specific fires.

Supplemental Fire Suppression and Cost Share Agreements will be negotiated between agencies involved in specific on-the-ground fire suppression activities. These agreements are mandatory when more than one jurisdictional responsibility for fire protection is affected by the placement of the fire. The agreement will not affix liability for fire cost payment by either Agency based upon responsibility for the fire origin. The designated representatives of each Agency with forces on the fire are responsible for completing and signing the agreement.

1. List the fire name agreed upon by Parties involved.
2. Give the origin or best estimate of origin location.
3. Estimate the size at the time of the Supplemental Agreement.
4. List the Parties involved in fire suppression operations, and respective agency fire numbers.
5. List the date and time that the agreement is in effect. That time could be prior to or following the time that negotiations are made for the agreement.
6. Check the appropriate command structure for the fire. Definitions:
  - UNIFIED COMMAND – A method for all Agencies with jurisdictional responsibility to contribute to determining the overall objectives for the incident; interagency ICS team structure.
  - SINGLE COMMAND STRUCTURE – One Agency manages the incident with liaison and concurrence of objectives from other involved Agencies.
7. List the appropriate personnel filling ICS positions on the fire.
8. List any special conditions or resource objectives, i.e., dozer restrictions, mechanized restrictions, bald eagle nest, high value plantation. Operational responsibility for the fire will be defined in this section (if appropriate). Respond to this item only if Agency forces have specific segments of the fire. This information will not determine cost responsibility, unless specified in Item 11. Examples are: Divisions A and B; all structural protection areas; specific campground.
9. List the Agency having legal responsibility for structural protection, and any pertinent control information or contacts.

10. List operation conditions or directions pertaining specifically to: air operations, base camp and food service, and fire investigation. Costs pertaining to these decisions shall be documented in Item #10.
11. Fire suppression costs shall be determined from the information supplied in this item. There are several ways to determine the best cost share mix. A, B, and C are typically used on smaller, less complex incidents on lands with similar values and uses; D and E on larger, more complex incidents, such as those with both wildland urban interface and wildlands:
  - A. Each Agency pays for its own resources – fire suppression efforts are primarily on jurisdictional responsibility lands.
  - B. Each Agency pays for its own resources – services rendered approximate the percentage of jurisdictional responsibility, but not necessarily performed on those lands.
  - C. Cost share by percentage of ownership or Agency jurisdictional responsibility.
  - D. Cost is apportioned by geographic division or by percent of effort. Examples of geographic divisions are: Divisions A and B (using a map as an attachment); privately owned property with structures; or specific locations such as campgrounds.
  - E. Reconciliation of daily estimates (for larger, multi-day incidents). This method relies upon daily agreed to cost estimates, using Incident Action Plans or other means to determine multi-Agency contributions. Reimbursements can be made upon estimates instead of actual bill receipts.

The following are not reimbursable:

- Responsibility for tort claims or compensation for injury costs.
- Non suppression rehabilitation costs are the responsibility of the jurisdictional Agency.
- Non-expendable property purchases will be the responsibility of the Agency making the purchase.
- Support costs (i.e. office dispatchers, warehouse workers, etc.), unless they are charging to an emergency code assigned to the incident.

The cost centers that should be considered in this agreement:

- Fireline Resources: Dozers, engines, fallers, transports, water tenders, hand crews, line overhead.
- Fire Camp Operations and Support: Overhead, buses, camp crews, communications, food, refrigerator units, showers, toilets, water trucks, cache supplies, rescue/med, camp facility.
- Air Support: Helicopters, (with support) air tankers.
- Cost apportionment by period (i.e. state mobilization or conflagration, Fire Management Assistance Grant declaration, additional jurisdictional involvement).

12. List any specific conditions relative to this agreement, such as: dispatch procedures, one Agency representing another, notifications, incident information, coordinated intelligence, etc.
13. Signatures of authorized personnel.
14. List any attachments to the agreement. Give the date of the last revision or former Supplemental Agreement for the same fire.

**COST SHARE AGREEMENT**

The purpose of this agreement is to provide for a coordinated cooperative fire suppression operation on this fire and to describe the cost divisions. This agreement is a supplement to the Master Cooperative Wildland Fire Management Agreement or (list other agreement and number) between the Agencies listed.

1. Fire Name: \_\_\_\_\_ Origin Date \_\_\_\_\_ Time \_\_\_\_

2. Origin: Latitude \_\_\_ Longitude\_\_\_\_\_

3. Estimated Size \_\_\_\_\_ Acres at the time of this agreement.

4. Parties to this Agreement:

Agency \_\_\_\_\_ Fire # \_\_\_\_\_ Accounting Code \_\_\_\_\_

Agency \_\_\_\_\_ Fire # \_\_\_\_\_ Accounting Code \_\_\_\_\_

Agency \_\_\_\_\_ Fire # \_\_\_\_\_ Accounting Code \_\_\_\_\_

5. This agreement becomes effective on: \_\_\_\_\_ at \_\_\_\_\_ and remains in effect until amended or terminated.

6. Overall direction of this incident will be by ( ) Unified Command, or by ( ) Single Command Structure.

7. Identify below personnel filling the following positions:

Position Name(s)

Incident Commander

8. Suppression action will be subject to the following special conditions and land management considerations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Geographic responsibility (if appropriate) by Agency is defined as follows:

Agency \_\_\_\_\_ Geographic Responsibility \_\_\_\_\_

The Agency responsible for structural protection will be: \_\_\_\_\_

\_\_\_\_\_

10. Special operational conditions agreed to (include as appropriate Air operations, base camp, food service, fire investigation, security, etc.) List cost share information in Item #11:

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11. Fire Suppression COSTS will be divided between Agencies as described:

Cost Centers:	Agency:	Agency:	Agency:

12. Other conditions relative to this agreement (Notifications, incident information, etc):

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13.

_____	_____	_____	_____
Agency	Agency	Agency	Agency
_____	_____	_____	_____
Signature	Signature	Signature	Signature

**Exhibit G. Supplemental Fire Department Resources Template**

**NOT APPLICABLE IN ALASKA FOR 2015**



## **Exhibit H. Use of and Reimbursement for Shared Resources in Stafford Act Response Actions**

- 1. Stafford Act Declarations:** Transfers performed for this Agreement are under the *Disaster Relief Act, 42 U.S.C. § 5147*. This Agreement is automatically incorporated by reference into any Resource Order that is issued under it, constituting a binding obligation. The billings, inclusive of copies of this Agreement, the Mission Assignment and subsequent Resource Order(s), and expenditure documentation, will define the specific services, supplied goods and costs (by sub-object class code) for each order, and subsequent obligation and payment. Reimbursement payments for all-hazard incident response activities will be accomplished by submission of billings to the primary Emergency Support Function (ESF) agency (i.e. the agency to issue the mission assignment or sub-tasking). The primary ESF agency will review, approve the documentation, and return to the sub-tasked agency for forwarding to FEMA for reimbursement. Each Federal agency is responsible for submitting their own billings to FEMA for reimbursement, after the primary agency has reviewed their requests for reimbursement.
- 2. Federal Reimbursable Assistance:** Federal Reimbursable Assistance resources must be requested by the primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement for Federal Agencies in accordance with *44 CFR 206, subpart A, section 206.8 paragraph c* include:

  - a) Overtime, travel and per diem of permanent Federal agency personnel.
  - b) Wages, travel and per diem of temporary Federal agency personnel assigned solely to performance of services directed by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator in the emergency or major disaster.
  - c) Cost of work, services, and materials procured under contract for the purposes of providing assistance directed by the (FEMA) Associate Administrator or the Regional Administrator.
  - d) Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
  - e) All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.
  - f) Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator and the agency.
- 3. State/Tribe Reimbursement Process:** State/Tribe Reimbursement refers to those resources that are to be reimbursed by the primary ESF Federal agency. State/Tribe Reimbursement resources must be requested by the primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement include:

  - a. Wages, overtime, travel and per diem of State/Tribal personnel.

- b. Wages, travel and per diem of temporary State/Tribal personnel assigned solely to performance of services directed by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator in the major disaster.
- c. Cost of work, services, and materials procured under contract for the purposes of providing assistance directed by the (FEMA) Associate Administrator or the Regional Administrator.
- d. Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
- e. All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.

Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator and the agency.

**Note: In order to meet FEMA’s policies regarding mission assignments and timely billing, all State and local resources dispatched to a FEMA incident under a valid state or local cooperative/interagency agreement must submit invoices for reimbursement no later than 90 days after control of the incident to the appropriate federal agency. Any invoices not submitted within this timeframe are subject to non-payment. Extensions beyond 90 days for invoice submittal must be presented in writing to the reimbursing agency. Annual Operating Plans will include contact information for written requests for extensions. Absent a written extension of time granted by the reimbursing agency, the final itemized bill must be submitted to the reimbursing agency within 90 days of the all hazard action.**

- 4. **Duration of Assignments:** Consideration must be given to the health and safety of personnel when assigned to incidents. Parties agree that Incident Commanders will release resources to their primary responsibilities as soon as priorities allow. Incident Commanders shall also adhere to rest and rotation policies of respective responding agencies. Mobilization activities shall be accomplished utilizing established dispatch coordination concepts per the current National Interagency Mobilization Guide.
- 5. **Procurement:** The (State/Tribe) receives its procurement authority from its own laws, and is therefore not subject to Federal procurement laws. Whenever the (State/Tribe) is responsible for the management of an incident (including an incident within the Direct Protection Area of a Federal Agency), the (State/Tribe) will comply with (State/Tribe) laws and regulations covering procurement. Procurement costs by one Party in support of another that are reasonable and prudent may be charged back to the Protecting Agency. All property procured under a Mission Assignment becomes the property of FEMA.
- 6. **Loaned Equipment:** Equipment loaned by one Party to another shall become the responsibility of the borrower, and shall be returned in the same condition as when received, reasonable wear and tear excepted. The borrower will repair or reimburse for damages in excess of normal wear and tear and will replace or reimburse items lost or destroyed.

7. Billing Procedures

Incident Billings:

- a. When (State/Tribe) is the supporting agency and the incident is **within** the (State/Tribe), the (State/Tribe) will bill the jurisdictional Federal Agency. When the (State/Tribe) is the supporting agency and the incident is **outside** the (State/Tribe)'s jurisdiction, the (State/Tribe) submits its billing to the Primary Federal Agency.
- b. Agencies will share their respective individual incident Resource Order numbers for cross referencing purposes, if requested.
- c. Billing Estimates/Timeframes: On incidents where costs are incurred pursuant to Annual Operating Plans, the billing Party shall submit a bill or estimate for reimbursement as soon as possible, but not later than **90** days after the incident is controlled. Extensions beyond **90** days for invoice submittal must be presented in writing to the reimbursing agency. Annual Operating Plans will include contact information for written requests for extensions. Absent a written extension of time granted by the reimbursing agency, the final itemized bill must be submitted to the reimbursing agency within **90** days of the **all hazard** action.
- d. For obligation purposes, the Federal Agencies will submit unpaid obligational figures to the (State/Tribe) by (to be determined by individual State/Tribe fiscal year). The (State/Tribe) will submit unpaid obligational figures to the appropriate Federal Agency by September 1 for the previous Federal fiscal year. All obligations will be submitted by incident name, date, mission assignment number (MA), and federal job code.
- e. Billing Content: Bills will be identified by incident name, date, MA, location, jurisdictional unit, and supported by documentation to include but not limited to: separate invoice by MA; list of personnel expenses including base, overtime, and travel; and supplies/services procured by vendor name and dollar amount. Billings for (State/Tribe) incident assistance may include administrative overhead, not to exceed the predetermined (State/Tribe) indirect cost rate negotiated annually with the cognizant Federal Agency for the (State/Tribe) (OMB Circular A-87).

**8. Billing Addresses:**

All bills for services provided to the (State/Tribe) will be mailed to the following address for payment:


All bills for services provided to the Forest Service and all Federal and State units not party to this Agreement will be mailed to the following address:


All bills for services provided to the Department of the Interior/BLM will be mailed to:


All bills for services provided to the Department of the Interior/NPS will be mailed to:


All bills for services provided to the Department of the Interior/BIA will be mailed to:


All bills for services provided to the Department of the Interior/Fish and Wildlife Service will be mailed to:


- 9. Payment Due Dates:** All bills will have a payment due date 60 days after the date of issuance. If payment cannot be made before the 60 days expire, then a 30-day extension, with oral or written justification, may be requested.
- 10. Disputed Billings:** Written notice that a bill is contested will be mailed to the billing agency within 60 days of issuance of the final bill, and will fully explain the area of dispute. Contested items will be resolved not later than 60 days following receipt of written notice. The uncontested portion of the bill will be paid and a new bill will be issued for the contested amount.
- 11. Payments:** Payments will refer to the bill number and incident name and will be sent to the appropriate billing address.

## Exhibit I. Stafford Act Glossary of Terms

*When the following terms are used in the context of a Stafford Act response under this Agreement, or in the Annual Operating Plan, such terms will have the meanings stated below. Many of these terms are defined in the National Emergency Response Plan and/or the Interagency Incident Business Management Handbook.*

**Administrative Costs (Charges):** Any expenses not charged directly to a program, project, or incident. They include general overhead personnel and administrative services. For the state, the administrative charge is identified as those charges and expenses used to determine the "indirect rate". All activities that can be identified and charged to specific projects, and not excluded elsewhere in this agreement, are considered direct costs and may be billed with proper documentation.

**Agency:** A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

**Agency Administrator:** Agency officials who are signatory to this agreement.

**Agency Representative:** A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**Annual Operating Plan:** An annually updated document authorized by the appropriate officials for implementing the Cooperative Incident Management Agreement in their respective areas of responsibilities.

**Area Command (Unified Area Command):** An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an Emergency Operations Center (EOC) facility or at some location other than an ICP.

**Catastrophic Incident:** Any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

**Chain of Command:** A series of command, control, executive, or management positions in hierarchical order of authority.

**Cyber:** Pertaining to computers and their support systems, such as servers, routers, and switches, that support critical infrastructure.

**Direct Costs:** All costs associated with direct incident operations and incident support ordered by or for the incident. Excludes Overhead Costs.

**Direct Protection Area:** That area which, by law or identified or authorized pursuant to the terms of this Agreement, is provided protection by the Parties. This may include land protected under exchange or payment for protection.

**Disaster:** See **Major Disaster**.

**Emergency:** As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

**Emergency Support Function (ESF):** A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local, and tribal governments or to Federal departments and agencies conducting missions of primary Federal responsibility.

**ESF Primary Agency:** A Federal Agency designated as an Emergency Support Function primary agency serves as a Federal executive agency under the Federal Coordinating Officer (FCO) to accomplish the ESF Mission.

**Federal:** Of or pertaining to the Federal Government of the United States of America.

**First Responder:** Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, or nongovernmental organizations.

**Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Hazard Mitigation:** Any cost-effective measure which will reduce the potential for damage to a facility from a disaster event.

**Hazardous Material:** For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to mean hazardous substances, pollutants, and contaminants as defined by the NCP.

**Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the

complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

**Incident Commander (IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Management Team (IMT):** The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

**Incident Mitigation:** Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

**Incident of National Significance:** Based on criteria established in HSPD-5 (paragraph 4), an actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of Federal, State, local, tribal, nongovernmental, and/or private-sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

**Infrastructure:** The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

**Initial Response:** Resources initially committed to an incident.

**In-Kind Donations:** Donations other than cash (usually materials or professional services) for disaster survivors.

**Local Government:** A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Major Disaster:** As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Mission Assignment:** The vehicle used by DHS/EPR/FEMA to support Federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

**Mitigation:** Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

**Mobilization:** The process and procedures used by all organizations—Federal, State, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Move-Up and Cover:** Identifies a relocation of incident resources from their established location to a temporary location to provide protection coverage for an initial attack response area.

**Multijurisdictional Incident:** An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

**Mutual Aid Agreement.** Written agreement between agencies, organizations, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

**National:** Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and policy.

**National Incident Management System (NIMS):** A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

**Natural Resources:** Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

**Nongovernmental Organization (NGO):** A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

**Overhead Costs:** Indirect administrative costs that cannot be readily identified with specifically financed programs and functions.

**Party:** Entities that are signatory to this Agreement.

**Preparedness:** The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

**Prevention:** Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Private Sector:** Organizations and entities that are not part of any governmental structure, including for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

**Protection Area Maps:** Official maps of the annual operating plans.

**Protection Boundaries:** Mutually agreed upon boundaries which identify areas of direct incident protection responsibility and are shown on maps in the annual operating plans.

**Public Health:** Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

**Recovery:** The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

**Reimbursable (Assistance by Hire):** Incident resources that will be paid for by the requesting Protecting Agency per the conditions of this Agreement and its annual operating plans. Excludes Mutual Aid.

**Resources:** Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

**Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

**State:** Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Strategic:** Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

**Sub-Object Class Code:** Detailed codes used by the Federal Government to record its financial transactions according to the nature of services provided or received when obligations are first incurred.

**Telecommunications:** The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic or optical means. Telecommunications includes all aspects of transmitting information.

**Terrorism:** Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

**Threat:** An indication of possible violence, harm, or danger.

**Transportation Management:** Transportation prioritizing, ordering, sourcing, and acquisition; timephasing plans; fleet management; and movement coordination and tracking.

**Tribe:** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

**Unit Administrator (Line Officer):** The individual assigned administrative responsibilities for an established organizational unit, such as Forest Supervisors or District Rangers for the Forest Service, District Manager for the Bureau of Land Management, Area Forester, District Forester, or State Forester as designated for the State Forest Service, Agency Superintendent for the Bureau of Indian Affairs, Park Superintendent for the National Park Service, and Refuge Manager (Project Leader) for Fish and Wildlife Service. May also include a County Commissioner at the local level.

**United States:** The term “United States,” when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Volunteer:** Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

**Weapon of Mass Destruction (WMD):** As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.



## **Exhibit J. Acronyms**

AFS	Bureau of Land Management, Alaska Fire Service
AICC	Alaska Interagency Coordination Center
AIMG	Alaska Interagency Mobilization Guide
AIWFMP	Alaska Interagency Wildland Fire Management Plan
AMAC	Alaska Multi-Agency Coordination Group
AMD	Aviation Management Directorate
AOP	Annual Operating Plan
AS	Alaska Statute
AWFCG	Alaska Wildland Fire Coordinating Group
BIA	DOI, Bureau of Indian Affairs
BLM	DOI, Bureau of Land Management
DCIA	Debt Collection Improvement Act of 1996
DEC	Alaska Department of Environmental Conservation
DHS	United States Department of Homeland Security
DM	DOI, Department Manual
DNR	State of Alaska, Department of Natural Resources
DOI	United States Department of the Interior
EFF	Emergency Fire Fighter
FEMA	DHS, Federal Emergency Management Agency
FMAGP	Fire Management Assistance Grant Program
FMO	Fire Management Officer
FOIA	Freedom of Information Act
FWS	DOI, Fish and Wildlife Service
GIS	Geographic Information System
IBMH	Incident Business Management Handbook
IMT	Incident Management Team
IRWIN	Integrated Reporting of Wildland-fire Information
JIC	Joint Information Center
MAC	Multi-Agency Coordination Group
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NPS	DOI, National Park Service
NRF	National Response Framework

NWCG	National Wildfire Coordinating Group
RAWS	Remote Area Weather Station
ROSS	Resource Order and Statusing System
SLC	State Logistics Center
UFMP	Administrative Unit Fire Management Plan
USDA	United States Department of Agriculture
USFS	United States Department of Agriculture Forest Service
WFDSS	Wildland Fire Decision Support System