

CHAPTER 20 – ADMINISTRATIVE PROCEDURES

CHAPTER 20 - ADMINISTRATIVE PROCEDURES**Ordering Channels / Cost Coding**

All agencies have designated ordering procedures for incident and wildland fire support and services. These established ordering channels provide for: rapid movement of requests, agency review, efficient utilization of resources and cost effectiveness. These communications occur between dispatch centers, AICC and the National Interagency Coordination Center (NICC at NIFC). AICC is the only contact point for resource orders placed outside of Alaska or for resource orders placed from outside of Alaska to agencies within Alaska with the exception of orders placed or received under the Northwest Compact. The standard national resource ordering system (ROSS) will be used for all resource orders processed through AICC.

Geographic Area Coordination Centers (GACCs)

The eleven GACCs act as focal points for internal and external requests not filled at the local level: Refer to the *National Interagency Mobilization Guide* for a list of all GACCs.

Alaska Coordination and Dispatch Centers

Alaska Interagency Coordination Center, Ft Wainwright

AICC also serves as the Alaska Fire Service Coordination Center for:

BLM AFS Galena Dispatch Office, Galena

BLM AFS Tanana/Upper Yukon/Military Dispatch Office, Ft Wainwright

BLM AFS Southern Dispatch, Anchorage

Kenai Interagency Dispatch Center, Soldotna

Alaska Division of Forestry Kenai-Kodiak Area Office

Chugach National Forest

US Forest Service Region 10

USFS Tongass National Forest Dispatch, Ketchikan

USFS Tongass National Forest Dispatch, Sitka

State of Alaska State Logistics Center, Fairbanks

Coastal Region

Northern Southeast Area Office, Haines

Mat-Su Area Dispatch Office, Palmer

Southwest Area Dispatch Office, McGrath

Northern Region

Delta Area Dispatch Office, Delta Junction

Fairbanks Area Dispatch Office, Fairbanks

Tok Area Dispatch Office, Tok

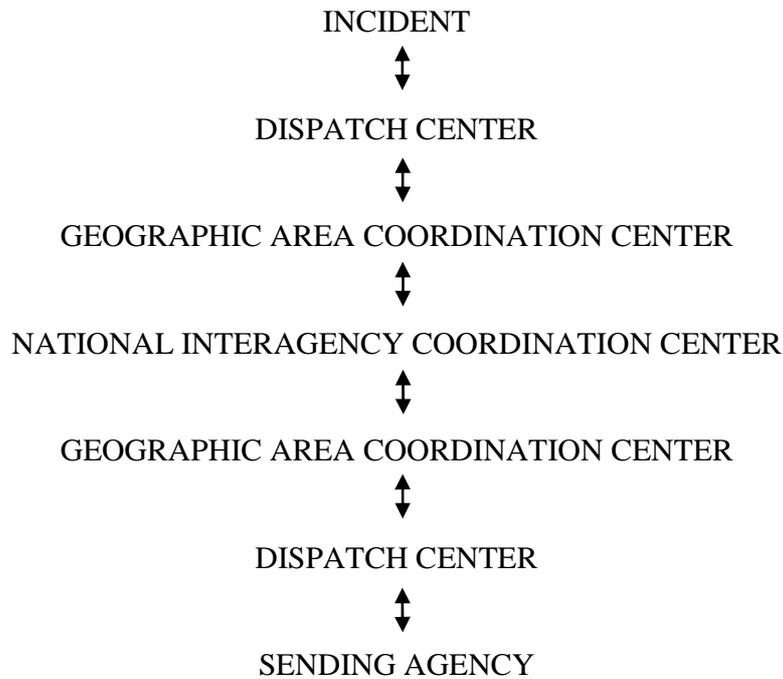
Valdez-Copper River Area Dispatch Office, Tazlina

Ordering Procedures

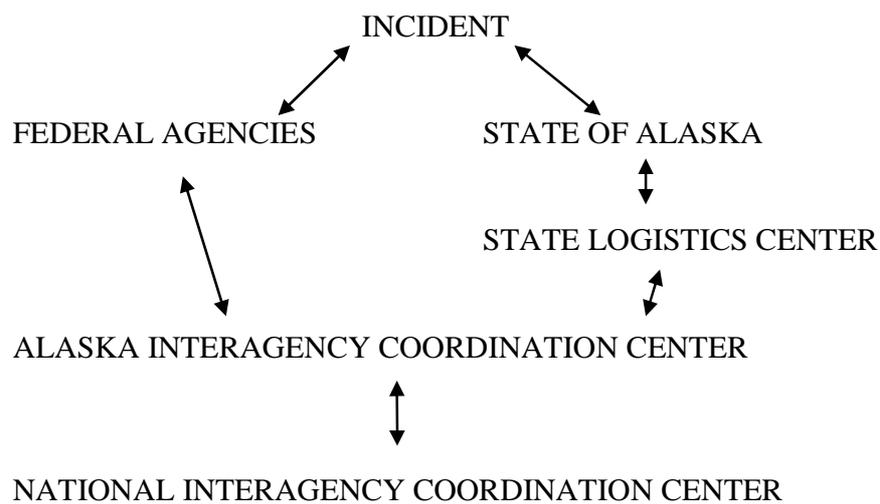
Orders as the result of an incident, preparedness, severity, wildland and prescribed fire will be processed using the Resource Ordering and Status System (ROSS). The maintenance of availability status is the responsibility of the individual resource and/or their respective agency.

1 Diagram 20A illustrates the general national flow path for orders. Diagram 20B illustrates the
 2 order flow within Alaska. In both cases, at the point that an order can be filled, reverse the
 3 process to insure proper notification back to the incident or initial requester.
 4

5 Diagram 20A - National Ordering Channels



27 Diagram 20B – Alaska Ordering Channels



44 **Support to Border Fires**

45 Refer to the *National Interagency Mobilization Guide* and Chapter 40 of this guide for additional
 46 information.

1 Mobilization & Demobilization

2 Travel information for resources will be transmitted using the ROSS Travel function. Each travel
3 segment will identify mode of travel, carriers name with flight numbers, departure and arrival
4 locations with estimated departure time and estimated arrival time (ETD/ETA) using the local
5 time and time zone.

6
7 Travel arrangements will be handled by the dispatch centers. An individual may make their own
8 travel arrangements with concurrence from their dispatch center. Travel information however
9 must be relayed to their dispatch center for entry into ROSS.

11 Non-Incident Related Ordering

12 Refer to the *Master Cooperative Fire Management Agreement Alaska Statewide Annual*
13 *Operating Plan* for internal movement of agency resources. For out of state non-incident related
14 mobilization out of Alaska refer to the *National Interagency Mobilization Guide*.

16 Cost Coding

17 Refer to the *Master Cooperative Fire Management Agreement Alaska Statewide Annual*
18 *Operating Plan* for non-specific suppression support codes for AFS and the State. For additional
19 cost coding information for the Bureau of Land Management (BLM), Bureau of Indian Affairs
20 (BIA), National Park Service (NPS), Fish and Wildlife Service (FWS), and Forest Service
21 (USFS) refer to the *National Interagency Mobilization Guide*.

23 Alaska Division of Forestry (DOF)

24 State of Alaska wildland fire specific cost coding is divided into activities:

- | | | |
|----|---|----------|
| 26 | • Preparedness | 73XXXXXX |
| 27 | • Suppression | 73XXXXXX |
| 28 | • DOF/AFS reimbursable code | 73X31XXX |
| 29 | • DOF/AFS reimbursable code | 73X32XXX |
| 30 | • State non-incident support | 73X33XXX |
| 31 | • Non-Suppression reimbursable projects | 73X34XXX |
| 32 | • Canadian/Northwest Compact requests | 73X35XXX |
| 33 | • Reimbursable support to USFS | 73X37XXX |
| 34 | • Canadian/Northwest Compact support | 73X38XXX |

35
36 Note: “73” denotes the ledger number in the State accounting system; the third digit “X” is the
37 last digit of the calendar year in which the incident occurred. The remaining “X”s are numeric
38 values assigned by the State Office management for Preparedness, or by the DOF Logistics
39 Coordinator for all other categories. Refer to the *DOF Alaska Incident Business Management*
40 *Handbook* for a complete explanation of the DOF cost coding.

41
42 Refer to www.forestry.alaska.gov/fire/incidentmanagement.htm

1 **Overhead and Crews**

2
3 Personnel must be requested by the mnemonic found in the *Fireline Handbook*, (NWCG
4 Handbook 3, PMS 410-1, NFES 0065) and in the *National Incident Management System (NIMS)*
5 *Wildland Fire Qualification System Guide*, (PMS 310-1) by Incident Command System (ICS)
6 and fire skill position titles. Positions not described will be considered “Technical Specialist
7 (THSP)” personnel requests. A detailed description of position parameters is required in the
8 Special Needs block in ROSS for these requests to be processed. All personnel resource order
9 requests will be submitted to AICC in ROSS as “O” for Overhead (single resources) or “C” for
10 organized and EFF/AD crews. Note: Alaska does not utilize initial attack “IA” orders for
11 Smokejumpers. See Chapter 20, Smokejumpers for guidelines to order Smokejumpers.
12

13 **Overhead Mobilization and Demobilization**

14 Overhead requests will be placed using Incident Command System (ICS) and fire skill position
15 codes (<http://www.nifc.gov/nicc/logistics/overhead/overhead.htm>). Requests will be processed as
16 “Fully Qualified” unless “Trainee Acceptable” or “Trainee Required” is selected in ROSS. The
17 NWCG qualifications and fitness standards apply for all positions unless an agency specifies
18 additional requirements. Units filling requests are responsible for ensuring that all performance
19 criteria are met.
20

21 Resources can normally be subsisted while on assignments within Alaska. If a request for
22 assignment in or out of Alaska requires an individual be “self sufficient”, they must be able to
23 procure food, lodging and local transportation.
24

25 Refer to the *National Interagency Mobilization Guide*.
26

27 **Agency Personnel Providers in Alaska**

- 28 U.S. Forest Service (USFS) including Region 10, Chugach National
29 Forest (CGF), and Tongass National Forest (TNF)
- 30 U.S. Department of Interior (USDO I)
 - 31 Bureau of Indian Affairs (BIA) Alaska Region 1
 - 32 Bureau of Land Management (BLM) - including the Alaska Fire
33 Service (AFS)
 - 34 Fish and Wildlife Service (FWS) - including Region 7 and Refuges
 - 35 NBC Aviation Management Directorate (AMD)
 - 36 National Park Service (NPS) - including Alaska Region and Parks
- 37 NOAA National Weather Service (NWS)
- 38 State of Alaska (SOA) - including the Division of Forestry (DOF)
39 and Cooperators
40

41 **Placing Requests with the GACC**

42 Resource order requests can be submitted to AICC by the AFS, DOF, and USFS when they are
43 unable to meet incident resource needs internally or through other providers within their dispatch
44 jurisdiction. See Chapter 20, Ordering Procedures for resource ordering channels in Alaska.
45 The AFS Fire Operations Duty Office is the point of contact for mobilization and demobilization
46 through Ft Wainwright of all Overhead and Crews.

1 Resource order requests for prescribed fires and all hazard response will follow normal dispatch
2 procedures.
3

4 **AFS Allocation of Forces (AOF) – Dispatch & Development Priority List**

5 The AFS Allocation of Forces identifies a target number of qualified personnel to fill Command
6 and General Staff, Unit Leaders and Officers on Alaska Incident Management Teams. Positions
7 are also identified for Prescribed Fire Management. The AOF will consider all AFS and non-
8 AFS BLM personnel for qualified and targeted positions. All operating procedures will be
9 applied equally to AFS and non-AFS BLM personnel.
10

11 The Interagency AOF Fire Position Assessment, Development Priorities and IMT Nominations
12 are submitted to the AWFCG Fire Operations Committee annually. The AWFCG Fire
13 Operations Committee will determine individual placement and prioritization of IMT primary
14 alternate and trainee positions.
15

16 **BLM Alaska Fire Service (AFS) Requests**

17 AFS Zones, if unable to fill resource needs internally, will place requests directly to AICC.
18 AICC will fill the request(s) with qualified personnel. If federal or state personnel are not
19 available (including EFF/ADs) within Alaska, AICC will place the request(s) with NICC for
20 resources outside of Alaska.
21

22 The AFS Fire Operations Duty Office is the mobilization point of contact for all AFS Fire
23 Operations Branch (AK9F500) and Fire Management Resources Section (AK9F520) resources.
24 Other AFS and cooperator resources are dispatched in accordance with AICC Overhead and
25 Crew standard procedures.
26

27 **State of Alaska Division of Forestry (DOF) Requests**

28 State of Alaska Division of Forestry Area offices will place requests with the State Logistics
29 Center (LCSC). When unable to fill locally, LCSC will fill the request from within their
30 dispatch jurisdiction or place the request with AICC. AICC will fill with federal resources
31 within Alaska or place the request with NICC.
32

33 LCSC is the state coordination center for DOF. Requests for resources from state area dispatch
34 offices flow through LCSC where the coordination of incident resource mobilization within the
35 state system occurs. LCSC forwards requests to AICC for resource needs that cannot be filled
36 internally (see Chapter 20, Ordering Procedures, Diagram 20B).
37

38 LCSC also provides expanded dispatch support to area dispatch offices when wildland
39 firefighting capability and resource availability for the area has been exceeded.
40

41 **U.S. Forest Service (USFS) Requests**

42 The U.S. Forest Service may place Overhead requests with AICC if the request cannot be filled
43 within USFS Region 10. AICC will process the request within Alaska through normal dispatch
44 channels or place it with NICC if unable to fill within Alaska.
45
46

1 **Demobilization**

2 AICC will establish statewide release priorities for Overhead and Crews, and will inform other
3 dispatch centers as these resources become available for reassignment. The following release
4 priorities generally apply*:

- 5
- 6 1. Local initial attack resources.
- 7 2. National and regional shared resources
- 8 3. Out of geographic area resources
- 9 4. Out of area and cooperator resources
- 10 5. Agreement/call-when-needed resources
- 11 6. Type 2 crews and contract resources.
- 12

13 * AICC will coordinate with the agency/host dispatch office and incidents to determine release
14 priorities based on safety and cost considerations, current activity, predicted fire potential, and
15 agency objectives.

16
17 For guidance on specific federal travel and time related issues refer to the *National Interagency*
18 *Mobilization Guide* and the *Interagency Incident Business Management Guide*. For guidance on
19 specific State of Alaska travel and time related issues, refer to the *State of Alaska Business*
20 *Management Guide*.

21 **Crews**

22 **Type 1 Crews**

23 There are currently three (3) designated Type 1 Crews in Alaska. These crews are certified
24 annually to insure they meet the specifications found in the *Standards for Interagency Hotshot*
25 *Crew Operations*. Two (2) Interagency Hotshot Crews are managed by AFS, and one (1) Type 1
26 crew is managed by DOF. Alaska Type 1 crews dispatched to incidents within Alaska come
27 equipped with: personal gear, fire equipment (which includes chainsaws, hand tools and radios),
28 and food and water for 24 hours. Chainsaws may accompany crews traveling on the NICC
29 contract jet. Crews traveling by any other method will arrange to send their chainsaws via air
30 freight.
31

32
33 Current crew status can be viewed at:

34 <http://fire.ak.blm.gov/predsvcs/resources/agencycrews.php>.

35 **Type 2IA Crews**

36 There are currently four (4) designated agency Type 2IA crews in Alaska. Three crews are
37 sponsored by the State of Alaska (DOF), and one crew is sponsored by USFS. These crews are
38 not included in the Alaska Type 2 EFF/AD crew rotation list. All Type 2IA crews may be
39 utilized within their host area and for initial attack response.
40

41
42 The DOF sponsored Type 2IA crews are statewide resources and may be reassigned to higher
43 priority fires by the DOF Fire Operations Forester or AICC.

44
45 The USFS sponsored Type 2IA crew is a statewide resource and may be reassigned to a higher
46 priority fire by AICC.

1 The DOF Logistics Coordinator and the USFS Logistics Coordinator at AICC will adjudicate the
2 selection of Type 2IA crews for incident assignment requests.

3
4 The current crew status can be viewed at:

5 <http://fire.ak.blm.gov/predsvcs/resources/agencycrews.php>.

6 7 **Type 2 Interagency/Agency Crews**

8 Type 2 crews composed of personnel from one or more agencies may be assembled for dispatch
9 within or outside of Alaska. The Kenai Interagency Dispatch Center (KIDC) will be the primary
10 focal point in Alaska for coordinating the mobilization, rostering and dispatching of Type 2
11 interagency crews. The host agency for the interagency crew will be identified at the time of
12 dispatch processing. Type 2 interagency crews are not included in the Alaska Type 2 crew
13 rotation.

14
15 AFS sponsors the North Star Type 2 crew. The crew is available from approximately the first
16 week of June to the middle of August. The crewmembers (excluding the Crew Boss and Squad
17 Bosses) are BLM volunteers until dispatched to an incident. They are paid AD wages when
18 assigned to an incident. The North Star crew is not included in the Alaska Type 2 crew rotation.

19 20 **Type 2 EFF/AD Crews**

21 Type 2 EFF/AD crews are classified as either designated or undesignated. The number of
22 designated crews is based on historical use statewide. There are 70 designated Type 2 EFF/AD
23 crews on the *Alaska Type 2 Crew Rotation List* currently identified. Undesignated Type 2
24 EFF/AD crews are not considered shared statewide resources, and can only be mobilized within
25 their local area; they cannot be mobilized out of state. AFS zones and DOF areas can hire and
26 release designated and undesignated Type 2 crews within their units as needed. Designated
27 crews will be requested through normal dispatch channels if local resources are not available.
28 When a request is received by AICC, the next available crew from the *Alaska Type 2 Crew
29 Rotation List* will be mobilized. Situations may arise that require deviation from the rotation list
30 i.e. weather and timeframes.

31
32 The *Alaska Type 2 Crew Rotation List* is maintained by AICC Predictive Services. AICC must
33 be notified immediately via TTY of any crew hire, reassignment and release.

34
35 The rotation list can be viewed at: <http://fire.ak.blm.gov/predsvcs/resources/type2crews.php>.

36
37 The *Alaska Emergency Firefighter Type 2 Management Guide* establishes standard operating
38 procedures and guidelines to be used by fire protection organizations in Alaska.

39 40 **EFF Crew Configuration**

41 For mobilization within Alaska, Type 2 EFF crews will consist of 16 personnel: one crew boss, a
42 minimum of two squad bosses and the remainder to be crew members and/or trainees.

43
44 For mobilization to incidents outside of Alaska, crews will consist of a total of 20 personnel: one
45 Crew Representative (CREP), one crew boss, a minimum of two squad bosses and one trainee
46 squad boss, and 15 crew members. Crew Representatives are requested by AICC on an

1 Overhead support order. They are not assigned to the incident and report to the Interagency
2 Resource Representative (IARR). See Crew Liaison Section below for more information. Crews
3 are typically mobilized to the Lower 48 in groups of 5 on aircraft chartered by NICC.
4

5 **EFF Crew Gear**

6 Crew kits for EFF/AD Type 2 crews should be ordered in accordance with established agency
7 dispatch procedures. Method of transportation and the ordering unit's ability to provide crew
8 gear are considered. The Crew Kit is comprised of: Nomex clothing, EFF packs, and other camp
9 supplies. A complete listing of contents is available in the *Alaska Interagency Catalog of Fire*
10 *Supplies and Equipment*. Crew kits do not include food and water unless specified, including
11 amounts ordered.
12

13 **Crew Liaisons**

14 For assignments outside of Alaska, an Interagency Resource Representative (IARR) and a Crew
15 Administrative Representative (CAR) will be assigned by AICC to groups of typically 5 crews
16 travelling together to facilitate the interaction with incident management teams and dispatch
17 centers in all matters pertaining to the crews. The IARR reports to the AICC Center Manager.
18

19 **Interagency Fire Use Modules**

20 Refer to the *National Interagency Mobilization Guide*.
21

22 **Smokejumpers**

23 Initial attack resource orders for Smokejumpers are not utilized in Alaska. All requests for initial
24 attack response or pre-positioning of Smokejumpers will be made on the statewide teletype
25 system (TTY) to the AICC Tactical Resource Section. Refer to Chapter 20, Ordering Tactical
26 Resources of this guide for ordering procedures.
27

28 Smokejumper booster crews will be ordered on Overhead orders from AICC to NICC when
29 authorized by the AICC Center Manager or a Coordinator. The booster crew composition
30 (Spotters, Smokejumpers and gear) will be specified based on a determination of needs by the
31 Smokejumper Branch Chief or designee.
32

33 **Helicopter Module**

34 Refer to the *National Interagency Mobilization Guide* and the *Interagency Helicopter*
35 *Operations Guide* (IHOG) for standard helicopter module configurations. Federal personnel
36 conduct helicopter operations as specified in the IHOG. State of Alaska employees are not
37 required to adhere to IHOG, unless they are operating on a federally managed fire, or if they are
38 conducting helicopter operations with a federal employee.
39

40 Alaska has an IHOG exemption for contract and CWN helicopters requiring only a Helicopter
41 Manager (HMGB) for normal staffing. Additional requests for helicopter crewmembers
42 (HECM) will be through normal dispatch channels.
43

44 **Communications Coordinator**

45 At Alaska Preparedness Level 4, or as deemed necessary for safety in operations, a
46 Communications Coordinator (COMC) will be activated by AICC, and will report to the AICC

1 Center Manager. The position will be placed on an AICC order and requested through normal
2 dispatch channels.

4 **Incident Meteorologist**

5 All requests for Incident Meteorologists (IMET) are submitted to AICC.

7 Standard NWS equipment mobilized with an IMET includes: laptop computer, printer, mobile
8 satellite components and tools, cellular telephone, all-terrain vehicle (when available), and
9 miscellaneous office supplies.

11 Refer to the *National Interagency Mobilization Guide*.

13 **Cache Support Positions**

14 Personnel can be ordered to assist fire caches during periods of high activity or when shortages
15 of locally trained personnel impact cache operations. Cache support positions to be filled only in
16 Alaska can be ordered as a Technical Specialist (THSP). Requests that will be forwarded to
17 NICC must be position specific.

19 **National Incident Management Teams**

20 **Interagency Incident Management Teams (IMT)**

21 Refer to Chapter 60 of this guide for the Alaska Area IMT guidelines.

23 **National Area Command Team**

24 Refer to the *National Interagency Mobilization Guide*.

26 **National Park Service All-Hazard IMT**

27 Refer to the *National Interagency Mobilization Guide*.

29 **National Incident Management Organization Team (NIMO)**

30 Refer to the *National Interagency Mobilization Guide*.

32 **Incident Support Teams**

33 **National Interagency Buying Team (BUYT)**

34 The USFS Region 10 sponsors one (1) National Interagency Buying Team in Alaska. AICC will
35 mobilize this team or ad-hoc buying team for use within Alaska before requesting a National
36 Interagency Buying Team from NICC.

38 Refer to the *National Interagency Mobilization Guide*.

40 **Administrative Payment Team (APT)**

41 Refer to the *National Interagency Mobilization Guide*.

43 **Burned Area Emergency Response Team (BAER)**

44 Refer to the *National Interagency Mobilization Guide*.

46 **Critical Incident Stress Debriefing Team (CIST)**

1 Stress debriefing personnel and teams are available within Alaska and are ordered through
2 established dispatch channels.

3
4 **National Fire Prevention and Education Team**

5 Refer to the *National Interagency Mobilization Guide*.

6
7
8 **Wildland Fire and Aviation Safety Team (FAST)**

9 Refer to the *National Interagency Mobilization Guide*.

10
11 **Aviation Safety Assistance Team (ASAT)**

12 Refer to the *National Interagency Mobilization Guide*.

13
14 **Alaska Fire Medic Program**

15 The Alaska Fire Medic Program (FMP) provides on-incident medical support. The State of
16 Alaska DOF and BLM Alaska Fire Service cosponsor the Alaska Fire Medic Program.

17 The program, consisting of medical kits and Emergency Medical Technicians (EMTs), is
18 coordinated by the FMP Coordinator, an AFS Safety and Occupational Health Specialist.

19
20 Fire Medics are ordered as single resource Overhead requests.

21
22 Incident Medical Personnel

23 FMP resources are the primary pool for all EMT requests placed with AICC. AICC will inform
24 the FMP Coordinator of all EMT requests. The FMP Coordinator will identify a qualified DOF
25 (EFF) or AFS (AD) resource for mobilization if available. If unavailable, the FMP Coordinator
26 will notify AICC, and AICC will query ROSS for available non-DOF/AFS resources. The
27 request is then processed through normal dispatch channels.

28
29 Emergency Medical Technician (EMT)

30 The AICC Overhead and Crew desk will process all requests for medical personnel.

31
32 **Wildland Fire Investigator (INVF)**

33 A Fire Investigator may be requested by a jurisdictional agency through the local area dispatch
34 center. Fire Investigators will be ordered through established dispatch channels.

35
36 Equipment and Supplies

37
38 **Equipment/Supply Mobilization**

39 Refer to the *National Interagency Mobilization Guide* for examples of equipment and supply
40 resources. Equipment and Supply requests will be processed using ROSS. Supply requests for
41 NIRSC radio systems and kits, AFS radio systems and kits, AFS incident laptop computers and

1 kits, and RAWs will be placed to AICC through established ordering channels. Refer to the
2 *Alaska Interagency Catalog of Fire Supplies and Equipment* for a list of supply items stocked in
3 the Alaska Incident Support Cache (AKK) and the State Forestry Fire Warehouse (SFK).

4 5 **Equipment/Supply Demobilization**

6 Equipment and Supply release information must be promptly relayed using ROSS.

7 8 **National Interagency Support Cache Ordering Procedures**

9 Refer to the *National Interagency Mobilization Guide*.

10 11 **NFES Items in Short Supply**

12 Cache Managers will identify shortages of critical equipment and supply items within Alaska
13 and report them to AICC.

14 Refer to the *National Interagency Mobilization Guide*.

15 16 17 **Field Office Replenishment during Fire Season**

18 Refer to the *National Interagency Mobilization Guide*.

19 20 **Field Office Replenishment Outside of Fire Season**

21 Refer to the *National Interagency Mobilization Guide*.

22 23 **Incident Replacement of NFES Items**

24 Refer to the *National Interagency Mobilization Guide*.

25 26 **Local Unit Incident Replacement: Type 3 and Type 4 Incidents**

27 Refer to the *National Interagency Mobilization Guide*.

28 29 **Incident to Incident Transfer of Equipment and Supplies**

30 Refer to the *National Interagency Mobilization Guide*.

31 32 **Alaska Incident Support Cache (AKK) Ordering Procedures**

33 The AKK is located on Fort Wainwright. There are satellite caches in Galena and Fort Yukon.

34
35 Supply requests for NIRSC radio systems and kits, AFS radio systems and kits, AFS incident
36 laptop computers, and RAWs will be placed to AICC. AFS zone and USFS dispatch offices will
37 place requests for other cache “supply” items directly to the AKK, excluding items with
38 “paracargo” as the desired delivery method. Paracargo ordering is described below. All requests
39 must include a BLM cost code.

40
41 AKK will arrange vehicles to mobilize or demobilize cache supplies. An equipment “E” request
42 is not required unless the vehicle will be kept at the incident.

43 44 **DOF Cache Ordering Procedures**

45 The main DOF State Fire warehouse (SFK) is located in Fairbanks. The Palmer Supply Facility
46 (PAK) is located in Palmer.

1 DOF Area dispatch offices will place supply requests directly to their respective supporting
2 warehouse via a supply resource order. Tok, Delta and Fairbanks Area offices will place orders
3 to the SFK. Kenai/Kodiak, Southwest, Mat-Su and Valdez/Copper River Area offices will place
4 orders to the PAK. Type 1 and Type 2 Incident Management Teams (directed to order through
5 LCSC) will place requests to LCSC on a supply resource order. LCSC will forward the order to
6 the SFK. The SFK will determine if the order will be filled by SFK or by PAK.

7
8 If the SFK is unable to fill a supply request for a state incident, LCSC will place the request to
9 AICC in ROSS, who will forward the request to the AKK. Fire Cache restock orders will flow
10 directly between the AKK and the SFK. (The PAK will re-stock their cache by placing orders to
11 SFK.)

12 13 **National Incident Radio Support Cache (NIRSC)**

14 ICS starter system(s) (NFES #4390) from NIRSC may be prepositioned at AKK. The starter
15 system(s) will be ordered by AICC on a preposition order and reassigned in ROSS when they are
16 assigned to an incident. Requests for NIRSC radio systems and kits will be placed to AICC
17 through established dispatch channels. Refer to the *National Incident Radio Support Cache*
18 *User's Guide*.

19 20 **Radio Mobilization**

21 Refer to the *National Interagency Mobilization Guide*.

22 23 **Radio Demobilization**

24 Refer to the *National Interagency Mobilization Guide*.

25 26 **Incident Remote Automatic Weather Stations, (IRAWS) NFES #5869**

27 Refer to Chapter 70 of this guide.

28 29 **Project Remote Automatic Weather Stations (PRAWS) NFES #5870**

30 Refer to Chapter 70 of this guide.

31 32 **National Contract Mobile Food Services and National Contract Mobile Shower Facilities**

33 Refer to the *National Interagency Mobilization Guide*.

34 35 **Alaska Commissary**

36 Commissary may be provided to meet the needs of personnel assigned to emergency incidents.
37 Commissary is agency-provided and items are limited to those which enable personnel to remain
38 productive while working in remote areas. The Incident Agency is responsible for providing
39 direction regarding availability of commissary and agency-specific requirements regarding
40 commissary items and documentation. Requests for commissary in Alaska are placed on a
41 "Supply" request.

42 43 **Paracargo Delivery of Supplies and Equipment**

44 The Alaska Smokejumper Paracargo (PC) program can be utilized to deliver equipment and
45 supplies to incidents throughout Alaska. All supply and equipment requests for paracargo
46 delivery (not associated with Smokejumper initial attack) should be grouped together on a

1 resource order. Requests for paracargo delivery from Fort Wainwright are placed through normal
2 ordering channels to AICC.

3
4 A paracargo request must include:

- 5 • Latitude and Longitude of the drop zone (a large fire may have more than one drop zone.
6 Include the drop zone name/designator and geographic location as applicable)
- 7 • Bearing/distance/VOR
- 8 • Air to air contact and frequency
- 9 • Air to ground contact and frequency
- 10 • Delivery priority of items

11
12 Paracargo chute caches are maintained in Ft. Yukon, Palmer, Galena and McGrath. Refer to the
13 AICC Tactical Resource section of this chapter for additional information.

14 **Alaska Interagency Wildland Fire Medic Program**

15 Refer to the *Alaska Interagency Wildland Fire Medic Program Policy* and the *Alaska*
16 *Interagency Catalog of Supplies and Equipment* for more information.

17
18
19 Supply requests for fire medic kits and medical resupply in support of fire medic kits will be
20 placed with the FMP Coordinator.

21 **Fresh Food Boxes**

22 Fresh food boxes should be ordered on a “Supply” request through normal ordering channels. A
23 State of Alaska (DOF) charge code is required to process requests for fresh food boxes.
24 Additional information regarding fresh food boxes can be found in the *Alaska Interagency*
25 *Catalog of Fire Supplies and Equipment*.

26 **Aircraft**

27
28
29
30 Aviation resource usage covered within this guide includes preparedness activities, supporting
31 emergency and burned area rehabilitation projects, and prescribed fire. Non-incident resource
32 use amongst different agencies will require an AMD billee code, if available, for flight time and
33 fuel (if AMD fuel) or a reimbursable agreement to cover costs. All federal resource related
34 projects must have a reimbursable charge code. Refer to local Aviation policy/procedures for
35 non-incident related Aviation direction. All aviation operations shall be conducted in
36 compliance with Agency policy. Refer to the *Alaska BLM State Aviation Plan*.

37 **Incident Aircraft Use and Mobilization**

38 Areas, Zones and Forests hire local fixed wing aircraft through their respective established
39 agency aviation procurement procedures. When they cannot meet aircraft needs locally, requests
40 will be processed through normal dispatch channels. All aircraft will be requested from the
41 Aircraft “A” catalog in ROSS. All DOI helicopter and fixed wing aircraft requests that will
42 exceed \$25,000, requests for guarantee rate multiple-day-use aircraft, and requests for large
43 transports will be placed to the AICC Aircraft section. See Tactical Resources section of this
44 chapter for additional information on tactical aircraft mobilization.

Pilot and Aircraft Requirements

All pilots and aircraft flying DOI, USFS, or DOF missions, must be approved and certified by either the AMD or USFS. Any non-commercial aircraft transporting federal employees as passengers, regardless of mission, must be approved and certified by either AMD or USFS.

Aircraft Carding

All aircraft are required to have a current and appropriately endorsed interagency AMD-36B Aircraft Data Card (FS 5700-21) on board the aircraft and available for inspection. When hired for charter service, Part 121 (scheduled) airlines operate under FAA Part 135 FARs and each aircraft must have current AMD-47 EDP, in lieu of the Aircraft Data Card, available for inspection.

Pilot Carding

Every pilot who flies a properly carded aircraft must possess a current Interagency Airplane or Helicopter Pilot Qualification Card (AMD-64, FS 5700-3) authorizing him/her to fly the specific type of mission being requested and for the specific type of aircraft being used for the mission.

Aircraft SourcesGovernment-owned aircraft

Government-owned aircraft will be requested through normal ordering channels. Any such aircraft assigned to an interagency mission must meet certification and approval requirements as outlined in the above Pilot and Aircraft Requirements sections.

Exclusive-use contract aircraft

Exclusive-use aircraft are privately-owned aircraft that an agency has contracted to be available exclusively for the use of that agency for a specific purpose and a set period of time. These aircraft are approved for interagency use and may be requested from the contracting agency through normal ordering channels. Some of these aircraft (e. g. air tankers and jump-configured smokejumper aircraft) are only approved for certain types of missions, but most are available for any normal passenger or cargo mission.

On-call contract aircraft (DOI) and call-when-needed contract aircraft (USFS)

The DOI and the USFS may, as the need arises, contract for additional aircraft for short and/or indefinite periods of time. These aircraft are approved and certified in the same way as exclusive-use aircraft (see above), and may be requested from the contracting agency through normal ordering channels.

Aircraft Rental Agreement (ARA) (DOI)

The AFS Zones and AICC may charter aircraft for a single mission (point-to-point); AICC may charter aircraft on guarantee for multiple days. Any aircraft so chartered must be listed on the AMD Aircraft Rental Agreement Source List and the length of hire cannot result in a greater than authorized expenditure.

Rental Offer Aircraft (DOF)

DOF may charter any aircraft listed on the Alaska State Rental Offer Aircraft list.

1 Military

2 Military aircraft may be ordered to support an incident, but only when all civilian sources have
3 been exhausted (see the *National Interagency Mobilization Guide*, Chapter 20, and the *Military*
4 *Use Handbook*, NFES #2175). These aircraft are usually requested through normal ordering
5 channels; however, DOF may order aircraft from the Alaska National Guard through the office
6 of the Governor.

7
8 Refer to the *Alaska BLM Aviation Plan* for the following exemptions:

- 9 • Waiver for Exemption from 351 DMI – Use of Rubber Boots on Special Use Flights
10 (05/1997)
- 11 • Use of Volunteers of Special Use Flights (06/2005)
- 12 • Flight Helmet Requirements (Leadplane and Smokejumper Operations) (05/1998)

13 14 **Demobilization**

15 Flight following will be performed for all government-owned or contracted aircraft being
16 demobilized. All chartered aircraft will be released to the vendor without flight following unless
17 government personnel or cargo are on board.

18 19 **Flight Management Procedures**

20 **Definitions**

21 Tactical Flight - Any flight the sole purpose of which is to deliver initial attack resources to a
22 fire, to provide reconnaissance for an existing fire, to search for new fires, to train flight crews
23 and other personnel for these types of missions, or to preposition initial attack forces. Tactical
24 flights include:

- 25 • Aircraft delivering smokejumpers, retardant, or helitack to a fire.
- 26 • Air attack or lead plane operations.
- 27 • Pre-positioning smokejumpers, retardant, air attack, or aerial supervision aircraft.
- 28 • Smokejumper, retardant, or helitack training flights.
- 29 • Fire detection flights.
- 30 • Fire reconnaissance flights.
- 31 • Paracargo flights in support of initial attack operations.

32
33 Logistics Flight - A logistics flight is any flight that is not tactical in nature including:

- 34 • Flights delivering overhead, crews, supplies, or equipment to support existing
35 suppression efforts.
- 36 • Flights supporting remote stations or staging areas.
- 37 • Paracargo flights not in support of initial attack operations.
- 38 • Administrative flights.
- 39 • All flights not related to fire management.

40
41 Flight Following – The implementation of a set of communication procedures which allow
42 dispatch centers to determine an aircraft's current location with reasonable accuracy. The
43 purpose of flight following is to facilitate timely search and rescue operations in the event of a
44 mishap.

1 **Resource Tracking** - Resource tracking is similar to flight following and is often accomplished in
2 conjunction with flight following, **but is not safety-related**. The purpose of resource tracking is
3 to achieve cost-effective transportation of resources, to maintain positive control of resources in
4 order to modify a mission or divert to another, and to facilitate efficient scheduling of aircraft.

5
6 Refer to the *National Interagency Mobilization Guide* for national standards.

7 **Automated Flight Following (AFF) and ISAT Requirements and Procedures**

8 Satellite-based tracking systems (ex: AFF, Spidertracks, Flight Tracker, and others) are now a
9 requirement in all exclusive-use aircraft contracts and under federal ARA and On-Call contracts.
10 However, AFF is not an acceptable primary flight following method for DOI Alaska logistic
11 aviation operations at this time, mainly due to unreliability caused by a lack of radio coverage in
12 many parts of Alaska in the case of satellite signal loss. Satellite-based is utilized as a tool to aid
13 in flight following. Dispatch centers and field camps may use it as a secondary means of flight
14 following only.

15 **Flight Ordering, Following, and Resource Tracking Procedures for Tactical Flights**

16 See Chapter 20 - Tactical Resources of this guide.

17 **Flight Ordering, Scheduling, Following, and Resource Tracking Procedures for Logistics 18 Flights**

19 These procedures apply to all logistics flights (including administrative flights) except for:

- 20 • Aircraft transporting government passengers flying as ticketed passengers on scheduled
21 commercial airlines.
- 22 • Aircraft transporting government cargo shipped as air freight on a certified air carrier.

23 **Ordering Aircraft**

24 If an incident or local office receives a request for an aircraft to fly a non-tactical mission and
25 cannot provide the aircraft locally, the request should be passed through established ordering
26 channels.

27 A request must be relayed as an Aircraft (“A”) request through ROSS in the following situations:

- 28 • The aircraft is to be assigned exclusively to an incident or local office for an extended
29 period of time.
- 30 • The aircraft is to perform a single specific mission, and the purpose of the mission is not
31 solely to transport/mobilize personnel or items ordered from outside the local area.

32 ROSS requests for some AICC dispatched aircraft are placed as “!Aircraft Service – Not in
33 Catalog”. These aircraft may include jumpships and logistics aircraft. The AICC Aircraft
34 section will determine the appropriate catalog item to be ordered.

35 An Aircraft resource order is not required if the sole purpose of the mission is to transport
36 personnel, supplies or equipment that have already been requested on a resource order. In such a
37 case, a notation should be added to the original personnel, supplies, or equipment order,
38 requesting the office filling the order to provide transportation.

1 For example, paracargo (not in support of Smokejumper initial attack) is essentially a supply
2 order unless being filled by other than AKK. There is no need to order the aircraft on an “A”
3 number; as the dispatch office filling the supply order, AICC will provide transportation and is
4 the point of contact for delivery of the items. See Chapter 20, Paracargo Delivery of Supplies
5 and Equipment of this guide.
6

7 **Flight Plans**

8 For all logistics flights, the pilot must submit a flight plan to the dispatching office. This
9 requirement does not release aircraft from adhering to FAA regulations concerning FAA flight
10 plans. The pilot is also responsible for closing the flight plan at the completion of the mission.
11 Each flight plan will include the following:

- 12 • Type of aircraft
- 13 • Tail number of aircraft
- 14 • Estimated time of departure
- 15 • Destination(s)/Route of flight
- 16 • Number of people (including flight crew) on board
- 17 • Amount of usable fuel (measured in hours of flight time)
- 18 • Estimated time en route
- 19 • Purpose of flight

20
21 Pilots may alter their original flight plan by contacting the nearest dispatch office (preferably the
22 office with whom the plan originated).
23

24 **Flight Following**

25 Flight following is required for all agency flights. All aircraft must flight follow in accordance
26 with an agency approved method that is mutually agreed upon by the flight crew and originating
27 dispatch office.
28

29 Flight following by Agency Dispatch Offices:

30 Prior to, or as soon as possible after takeoff, the following information should be relayed to
31 dispatch:

- 32 • Actual time of departure (ATD)
- 33 • Number of souls on board (SOB), including flight crew
- 34 • Amount of useable fuel on board (FOB) in hours of flight time
- 35 • Estimated time en route (ETE) to the next destination
- 36 • Any last-minute changes to the flight plan

37
38 The dispatcher communicating with the aircraft will transmit the above information by TTY
39 (primary method) to the scheduling office, any enroute dispatch offices, and the destination
40 dispatch office.
41

42 Unless prior arrangements have been made, pilots of all logistics aircraft must contact a dispatch
43 office by radio at least once every thirty minutes, relaying a position report to that office, and as
44 soon as possible after each landing. Position reports will include current position of the aircraft
45 (latitude/longitude coordinates) and any other updates or changes to the flight plan. Landing
46 reports will include the actual time of arrival and the estimated time on the ground. As outlined

1 above, the dispatcher communicating with the aircraft will transmit this information as a TTY
2 message to all involved offices.

3
4 Any aircraft missing an established check-in will be classified as overdue, and the responsible
5 dispatch office will initiate appropriate procedures detailed in the unit Incident/Accident
6 Response Plan. A current Incident/Accident Response Plan must be located at each dispatch
7 center where flight following occurs.

8 FAA VFR or IFR Flight Following

9 Aircraft may flight follow with FAA by filing a VFR or IFR flight plan.

- 10
11
12 • *VFR flight plan* - Dispatch will be contacted prior to departure and as soon as practical
13 after landing. Aircraft must check in with FAA Flight Service Station (FSS) at least once
14 every sixty (60) minutes. FSS will relay position reports, on a workload permitting basis,
15 to a dispatch office. The pilot and/or Flight Manager are responsible for check-ins
16 regardless of whether the FAA can accommodate a relay request.
- 17 • *IFR flight plan* – Aircraft must adhere to position reporting procedures required by the
18 FAA.

19
20 Any aircraft missing an established check-in will be classified as overdue, and the responsible
21 dispatch office will initiate appropriate procedures detailed in the unit Incident/Accident
22 Response Plan. A current Incident/Accident Response Plan must be located at each dispatch
23 center where flight following occurs.

24
25 See individual agency aviation policy for further information on flight following procedures.

26 **Interstate Flights**

27 It is the responsibility of LCSC, AICC and NICC to flight-follow all aircraft traveling between
28 Alaska and the contiguous states. Any aircraft departing Alaska en route to the Lower 48 will
29 flight-follow with AICC while within the state. After leaving Alaska, the aircraft will flight-
30 follow with NICC. Conversely, any aircraft traveling from the Lower 48 to Alaska will flight-
31 follow with NICC until entering Alaska, after which time it will flight-follow with AICC.

32
33
34 Pilots flying interstate will check in by telephone with either AICC or NICC at each stop unless
35 prior arrangements have been made. These offices can be contacted at the following numbers:

36
37 NICC: (800) 994-6312 toll-free
38 (208) 387-5400 commercial

39
40 AICC: (800) 237-3646 toll-free
41 (907) 356-5681 commercial

42
43 LCSC: (907) 451-2681 commercial

44
45 Neither toll-free number is available in Canada; all calls made from Canada must be made to the
46 commercial numbers.

1 Airborne Thermal Infrared (IR) Fire Mapping

2 There are no infrared equipped aircraft based in the Alaska Region. Any order for an IR aircraft
3 will be placed from AICC to NICC (refer to the *National Interagency Mobilization Guide*).

4 When the order is filled, an aircraft will be assigned to AICC. AICC will order an IR interpreter
5 (IRIN) at the same time as the aircraft.

6 Requesting an IR Mission

7 Typically, all infrared aircraft will be assigned to the AICC Intelligence section. IR priorities will
8 be established by the IRIN or AICC. Any unit needing IR mapping must place an “A” request in
9 ROSS by 1600 for it to occur that evening. Both the scanner request and ROSS request must be
10 placed through established dispatch channels to NICC.

11 Lead Planes

12 See Chapter 20-Tactical Resources and Chapter 80-Aircraft

13 Aerial Supervision Modules (ASM)

14 See Chapter 20-Tactical Resources and Chapter 80-Aircraft

15 Air Tactical and Reconnaissance Aircraft

16 See Chapter 20-Tactical Resources and Chapter 80-Aircraft

17 Large Transport Aircraft**18 Large Passenger Transports**

19 AICC will be the point of contact for large passenger transport needs and will place requests to
20 NICC for such aircraft.

21 Refer to the *National Interagency Mobilization Guide*.

22 Large Cargo-only Transports

23 State, DOI, and U.S. Forest Service offices will process requests through established ordering
24 channels.

25 Helicopters**26 Call-When-Needed (CWN) Helicopters**

27 Alaska has been authorized to hire DOI- or USFS- approved Type 1 and 2 helicopters stationed
28 within the region without relaying the order to NICC. AICC will notify NICC whenever a Type
29 1 or Type 2 helicopter is hired within the region for a period of time greater than twenty-four
30 hours; NICC will also be notified when these aircraft are released. The ordering process varies
31 by agency:

32 DOI - BLM

33 AICC is the only BLM dispatch office in Alaska authorized to procure helicopters. All orders
34 for helicopters not already assigned to the ordering zone must be forwarded to AICC through
35 normal dispatch channels.

DOF

All orders for helicopters not already assigned to the ordering area will be forwarded through normal dispatch channels to LCSC. If LCSC is unable either to assign a DOF-controlled helicopter or to procure an approved helicopter to fill the order, LCSC will forward the order to AICC to fill. LCSC will notify AICC whenever Type 1 or Type 2 helicopters are procured by DOF for a period of time greater than twenty-four hours; AICC will also be notified when these aircraft are released.

USFS

An individual Forest may charter any locally based approved helicopters. If helicopters are not available locally, the forest will relay the order through normal dispatch channels to AICC. AICC will be notified whenever Type 1 or Type 2 helicopters are procured within the region for a period of time greater than twenty-four hours; AICC will also be notified when these aircraft are released.

Exclusive Use Contract Helicopters

All Alaska DOF exclusive use helicopters are contracted by the DOF State Aviation Manager. Refer to the *National Interagency Mobilization Guide* for further information on federal exclusive use resources. All exclusive use and agency owned helicopters must be ordered through established dispatch channels.

Airtankers

See the *National Interagency Mobilization Guide* and Tactical Resources section in this chapter.

Temporary Flight Restrictions (FAR 91.137)

Ordering Procedures

A temporary flight restriction (TFR) is ordered through normal channels as an Aircraft request in ROSS. The request is relayed by an authorized dispatch office to the FAA Anchorage Air Route Traffic Control Center (AARTCC) through the online NOTAM Entry System.

Once a TFR has been granted by the FAA, the corresponding FDC NOTAM number (supplied by FAA) will be used to fill the order in ROSS. The aircraft dispatcher will put the TFR in its entirety on the TTY addressed to “All Stations”.

The office placing the order with FAA is responsible for canceling the TFR with FAA as soon as it is no longer needed, and must relay the cancellation to “All Stations” by TTY.

NOTE: The protection agencies in Alaska have slightly different ordering channels for TFRs.

AFS

The AFS Zone dispatch office managing an incident will create an Aircraft request in ROSS for a TFR and relay to AARTCC through the online NOTAM Entry System. If they are unable to access the NOTAM Entry System for some reason, the request should be placed to AICC for processing. A completed TFR Request Form will also need to be submitted.

DOF

TFR requests will be processed by the LCSC Aircraft Desk. The TFR Request form should be completed and accompany the respective order. LCSC will submit the request through the online NOTAM Entry System and will fill the order in ROSS with the corresponding FDC NOTAM number.

USFS

The Forest Dispatch Office will relay requests for fire-related TFRs to AICC through normal dispatch channels.

For further information, see the *Interagency Airspace Coordination Guide*.

Special Use Airspace (SUA) and Military Training Routes (MTR)**Special Use Airspace**

Special Use Airspace is identified in the AP/1A FLIP “Special Use Airspace” publication. All agency aircraft will use the transponder code 1255 while operating in all SUAS.

Northern Alaska

Eielson Range Control maintains up-to-date information on Special Use Airspace in Northern Alaska. This includes hours of operation and flight tracking in the Military Operations Areas (MOAS) and Restricted Areas (RAS).

Local dispatch offices will coordinate flights directly with the Range Control Staff and/or with the FAA. It is the responsibility of all flight crews to check with the controlling agency.

Southern Alaska

The Third-Wing Planning Group or Base Operations at Elmendorf Air force Base is the contact for Special Use Airspace information in Southern Alaska. The Anchorage Control Tower also provides Special Use Airspace information.

Contacts**North:**

Eielson Range Control	(907) 377-3125/(800) 758-8723
Eielson range Control Frequency	125.3 VHF-AM
Ft Wainwright Range Control	(907) 353-1244
Ft Wainwright Range Control Frequency	118.2 VHF-AM

South:

Elmendorf 3rd Wing Scheduling	(907) 552-1198/552-0410
Elmendorf 3rd Wing Frequency	127.2 VHF-AM
Ft Richardson Range Control	(907) 384-6230/384-6231
Ft Richardson Range Control Frequency	125.0
FAA Anchorage Control	(907) 269-1108

1 Military Training Routes

2 The AP/1B “Military Training Routes” provides information and contact numbers in Alaska. The
3 local Unit dispatch offices will deconflict airspace in their area of responsibility.

5 Other Airspace Closures

6 The AP/1B and the FAA NOTAM system provide information on Temporary Special Use
7 Airspace (TSUA), Aerial Refueling Routes, Low Altitude Tactical Navigation Areas (LATN)
8 and other areas.

9
10 Refer to the *Interagency Airspace Coordination Guide* for more information.

12 Airspace Conflicts

13 Refer to the *Interagency Airspace Coordination Guide*.

15 FAA Temporary Control Tower Operations

16 A temporary FAA Air Traffic Control Tower may be ordered when air operations in support of
17 an incident become too complex or unsafe at uncontrolled airports.

19 Configuration

20 In Alaska, a temporary control tower consists of:

- 21 • Adequate staffing of certified Control Tower Operators (CTO).
- 22 • A portable FM radio base and frequencies for tower and air traffic service.
- 23 • Technicians to setup and dismantle the temporary facility.

25 Supplied By Incident

26 The incident is required to supply the following:

- 27 • A shelter with nearby restroom facilities and a view of the entire airport.
- 28 • A power source or fuel for engine generator.
- 29 • Base station(s) and/or handheld radio(s) if not provided by FAA.
- 30 • At least one phone line.
- 31 • Support equipment such as binoculars, pens, and note pads, etc. and weather observation
32 instruments (wind socks, altimeter, thermometer, compass, and anemometer).
- 33 • Lodging and food for the Controllers.

35 Ordering Procedures

36 All temporary control towers will be ordered as an Aircraft request in ROSS from the requesting
37 Zone/Area to AICC. An FAA Temporary Tower Request Form must be filled out and submitted
38 as well. AICC will coordinate directly with either the Airspace Coordinator, or the FAA if there
39 is no Airspace Coordinator assigned to AFS. AICC will also provide transportation for the
40 equipment and staff to the incident. Once released, the incident will provide return travel for the
41 staff and equipment.

42
43 FAA will issue an FDC NOTAM concerning the activation of the temporary tower. The
44 NOTAM number will be used to fill the Aircraft request in ROSS.

45
46 For further information, see the *Interagency Airspace Coordination Guide*.

Dedicated Radio Frequencies

Incident requests for additional or dedicated frequencies will be placed as an Aircraft request in ROSS to AICC through normal dispatch channels. The ordering unit must include the Latitude and Longitude of the incident to ensure proper frequency coordination.

Refer to the *National Interagency Mobilization Guide*.

Interagency Interim Flight & Duty Limitations

Refer to the *National Interagency Mobilization Guide*.

Predictive Services

The AICC Predictive Services Section includes personnel from Fire Intelligence and the Fire Weather Program. Predictive Services is the focal point for fire intelligence, weather and fire behavior.

Intelligence

The AICC Intelligence section is responsible for gathering and disseminating information regarding wildfire, prescribed fire, or resource commitments on an area wide basis. This information is disseminated to local and regional fire managers and, when activated, MAC group members. The information is gathered from fourteen units on a daily basis from mid-April through mid-September.

The Intelligence Staff also coordinates the infrared and satellite mapping services, maintains the Type 2 EFF/AD crew rotation list, the agency crew status list, produces year end statistics, maintains statewide historical fire records, and provides briefings.

AICC Intelligence is notified by the AICC Coordinator when the following situations arise:

- An Incident Management Team is ordered.
- There are a large number of fire starts.
- Politically sensitive incidents occur, or significant major incidents occur.
- If accidents, or entrapments, occur.

Incident Status Summary (ICS-209)

ICS-209s are the primary source of Alaska fire activity information for national fire managers. These managers determine the allocation of fire management on a national basis. The ICS-209s are therefore an essential element in the ability to obtain national resources such as smokejumpers, airtankers, helicopters, and Type 1 crews.

This Incident Status Summary is located on the FAMWEB internet site at <http://fam.nwccg.gov/fam-web/>.

The User Guide for the ICS-209 program can be found at:

http://gacc.nifc.gov/eacc/library/Predictive_Services/intel_files/ICS-209_Tip_Sheet.pdf.

Refer to the *National Interagency Mobilization Guide*.

1 **Alaska ICS-209 Requirements for Wildfires**

2 The ICS-209 is used to report large wildfires or fires that have a significant resource
3 commitment. The form is a Fire and Aviation management (FAMWEB) application known as
4 the “209 Program”. Specific instructions for entering ICS-209 data using the program are
5 located in the User’s Guide at <http://www.fs.fed.us/fire/planning/nist/sit.htm>.

6
7 The 209 Program is located at <http://famweb.nwcg.gov>.

8
9 ICS-209s should be submitted as required by the National Interagency Mobilization Guide
10 (NIMG). The NIMG classifies large fires as one hundred (100) acres or larger in timber fuel
11 types, three hundred (300) acres or larger in grass or brush fuel types, or when a Type 1 or 2
12 Incident Management Team is assigned. A report should be submitted daily until the incident is
13 contained.

14
15 In addition to the national standard, Alaska requires ICS-209s for all fires (whether in Critical,
16 Full, Modified or Limited) that have a commitment of 17 or more personnel for more than one
17 burning period (overnight). Zone and Area dispatch offices are responsible for completing the
18 ICS 209s in the event that the Incident Commander fails to submit one.

19
20 AICC may also request ICS-209s for other fires not covered by the above criteria as determined
21 by the Predictive Services section.

22
23 Alaska ICS-209’s should be submitted by 10:00 p.m. (2200 hrs.) ADT.

24 **Alaska Interagency Situation Report**

25 The Intelligence Section produces a daily situation report from April 1st to September 30th.
26 Statewide incident information for wildland and prescribed fires is assembled from the DOF Fire
27 Reporting System, the AFS night reporting system, USFS night reports, and Incident Status
28 Summaries. These reports are submitted to AICC Intelligence by 10:00 p.m. (2200 hrs.) daily.

29
30
31 The Alaska Situation Report is posted on the AICC website: <http://fire.ak.blm.gov> by 8:00 a.m.
32 (0800 hrs) each day.

33 **Incident Management Situation Report (IMSR)**

34 Refer to the *National Interagency Mobilization Guide*.

35 **Prescribed Fire Reporting**

36
37 Prescribed fire information is assembled from the DOF Fire Reporting System, the AFS night
38 reporting system, and USFS night reports. These prescribed fires are included in the Alaska
39 Situation Report, as well as the national IMSR. It is the responsibility of the Agency conducting
40 the burning to submit daily prescribed fire reports to their respective local dispatch center, which
41 will forward the information to AICC Intelligence by 10:00 p.m. (2200 hrs) through normal
42 dispatch channels.

43
44
45 The information provided should cover the following points:

- 46 • Responsible Agency of RX burn

- 1 • Location: Lat/Long
- 2 • Size involved
- 3 • Owner
- 4 • Resources committed
- 5 • Duration of Burn
- 6 • Short narrative

7

8 **News and Notes**

9 At Preparedness Level 3 and above, AICC Intelligence calls Area and Zone Dispatch offices late
10 in the afternoon by 5:00 p.m. (1700 hrs.) for Incident or Preposition updates. Information
11 requested includes initial attack activity for that day, number of fires and sizes, any significant
12 events that may have occurred, critical resource needs or shortages, accidents, or injuries. A
13 brief summary of the day's activity is posted to the AICC website throughout the day for public
14 and internal viewers on the News and Notes web page: <http://fire.ak.blm.gov/predsvcs/intel.php>.

15

16 **Incident Management Teams**

17 **IMT Incident Reporting**

18 When a Type 1 or 2 Team is assigned to an incident within Alaska, the following items need to
19 be submitted to the Intelligence Section at AICC on a daily basis by 10:00 p.m. (2200 hrs):

20

- 21 • ICS-209 Entry
- 22 • Map to command post and camp
- 23 • Phone numbers for the team members and ICP
- 24 • Map detailing the initial perimeter of the fire
- 25 • Incident Action Plan
- 26 • Wildland Fire Situation Analysis Decision Support System (WFDDS)

26

27 This information should be faxed to: (907) 356-5678 or emailed to

28 BLM_AK_ACCINT@blm.gov.

29

30 **National Incident Management Situation Report**

31 To meet national reporting requirements, the statewide data for wildland fires, prescribed fires,
32 and resource commitments and availability are compiled and submitted to NICC by 10:00 p.m.
33 (2200 hrs ADT) each evening by the Intelligence Section. This report covers activity that
34 occurred the previous day because of the time zone difference.

35

36 National reporting is required for all incidents that meet large fire and WFU criteria and when an
37 incident or event experiences significant commitment of wildland fire resources. Nationally, an
38 ICS-209 is required for all wildland fires that burn 100 or more acres in timber and slash fuels, or
39 300 acres or more in grass or brush fuels, or whenever a Type 1 or 2 Incident Management Team
40 is assigned.

41

42 Refer to the *National Interagency Mobilization Guide*.

43

44 Within Alaska, the specific requirements are listed in the Alaska ICS-209 Requirements for
45 Wildfires section of this guide.

46

1 **Alaska Type 2 Crew Rotation**

2 The AICC Predictive Services - Intelligence section manages the Statewide EFF/AD Type 2
3 Crew Rotation list.

4
5 The crew rotation list is utilized exclusively for Alaska Type 2 EFF/AD crews.

6
7 This list is updated as crews are assigned to an incident and as they are released.

8
9 The rotation list can be found on the AICC web site at:

10 <http://fire.ak.blm.gov/predsvcs/resources/type2crews.php>.

11
12 DOF Area dispatch centers place crew orders to LCSC when they cannot fill an order with their
13 Area crews. LCSC then places the order to AICC, and the order is filled from the EFF/AD Crew
14 Rotation list.

15
16 AFS Zone dispatch centers place crew orders to AICC when they cannot fill an order with their
17 Zone crews, and the order is filled from the EFF/AD Crew Rotation list.

18
19 Basic guidelines for use of EFF/AD Type 2 crews are as follows:

- 20 • AFS Zones and State Areas may use the crews within their Zones or Areas according to
21 Zone or Area policy.
- 22 • For other than Initial Attack, orders for crews from outside a Zone or Area will be placed
23 to AICC via established dispatch channels, and AICC will use the EFF/AD Crew
24 Rotation list to fill the requests.
- 25 • The crew rotation policy applies to crews that are hired for use as a Type 2 crew on a fire,
26 preposition, support or severity order.
- 27 • A crew that is utilized on a fire for Initial Attack or is in pay status on an order for less
28 than 3 shifts is not rotated from their position on the EFF/AD Crew Rotation list.
- 29 • The following factors may periodically prevent the normal rotation of crews:
 - 30 ○ availability of transportation
 - 31 ○ poor weather conditions
 - 32 ○ prior notice of crew unavailability
 - 33 ○ obligations of villages to other activities such as fishing, construction, etc.
 - 34 ○ closer proximity of other villages/communities to the fire or staging area during
35 critical fire behavior situations
 - 36 ○ amount of fire activity in the State
 - 37 ○ time restrictions
 - 38 ○ associated costs

39 If the crew is skipped for one of these reasons, it maintains its place on the rotation list
40 and is considered for the next crew order.

- 41 • AICC Intelligence is notified by the Zone or Area dispatch of the date, time, resource
42 order number and request number for all crew hires, reassignments and releases via the
43 TTY.
- 44 • A crew is rotated to the bottom of the EFF/AD Crew Rotation list when the crew arrives
45 home from a fire assignment if the crew has been in pay status for three or more shifts.
46 Their position on the list is dependent on the date and arrival time of the crew at their

1 home community. If the crew has not been in pay status for three or more shifts, they
2 retain their original position on the list.

- 3 • Crews are rotated regardless of whether they are hired for Zone or Area use, or are hired
4 for use outside of a Zone or Area, if they are assigned to a fire for three or more shifts.
- 5 • If there are disputes over whether a crew should be rotated, the Zone/Area Fire
6 Management Officer will make the final decision.

7
8 More information about Type 2 EFF/AD crews can be found in the Overhead/Crews section of
9 Chapter 20.

10 **Agency Sponsored Type 1 and Type 2IA Crews**

11 Incident dispatch organizations, in coordination with Incidents, are responsible for timely
12 reporting of the disposition of the resources assigned to the incidents within their area of
13 responsibility.

- 14
15 • Incidents will advise their supporting dispatch organizations regarding any change in the
16 disposition of their assigned Type 1 and Type 2IA crews. This information is expected to
17 be relayed from the Incident to their responsible dispatch in a timely manner.
- 18 • Each time crew status changes, the appropriate dispatch organization will provide
19 updated information to AICC Predictive Services-Intelligence via the TTY. Changes
20 include days off, assignments and releases, unavailability or any other status changes.
21
22

23 **Weather**

24 **Predictive Services Outlooks**

25 These are located on the AICC website at: <http://fire.ak.blm.gov/predsvcs/outlooks.php>.

26 **AK Daily Fire Weather / Fire Danger Outlook**

27
28 The AK Daily Fire Weather / Fire Danger Outlook is a plain-language weather outlook broken
29 up into five areas of the state. Forecasts are included only if fuels are considered burnable in that
30 area. This product is produced daily from May through August. It is disseminated and posted to
31 the AICC website by 1100 hrs. The five areas are:

- 32 • Central and Eastern Interior
- 33 • Western Alaska
- 34 • Southwest Alaska
- 35 • South Central Alaska
- 36 • Southeast Alaska

37 **7 Day Significant Fire Potential Outlook**

38
39 Fire potential is influenced by a combination of fuel dryness, weather, ignition triggers, and
40 resource capability. This product uses each of these individual factors to forecast areas of
41 significant fire potential. Alaska is divided into 19 Predictive Services Areas, or PSAs, each of
42 which defines an area of consistent fire regime based on fire and weather history and
43 administrative boundaries. This product includes narratives on weather, fuels, fire danger and
44 resources.
45
46

1 **Dryness Levels**

2 WIMS data from designated RAWS stations are combined with weather model data to forecast
3 the dryness levels for a seven day period for each PSA. Dryness levels are based on a national
4 standard:

- 5 • Moist: Little or no risk of large fires.
- 6 • Dry: Low risk of large fires in the absence of a high-risk event.
- 7 • Very Dry: Low/moderate risk of large fires in absence of high-risk event.

9 **High-Risk Events**

10 High risk events are identified by a combination of factors which have historically led to a high
11 probability of significantly large and/or active fire occurrence. High risk days can be forecasted
12 by considering fuel dryness, critical weather conditions such as low humidity or wind events,
13 ignition triggers such as lightning and high recreation days, and resource capabilities which may
14 restrict initial attack. All of these elements are considered in the 7 day significant fire potential
15 product.

16
17 This product is produced daily from the beginning of May through mid -August, though exact
18 dates vary depending on fuel conditions.

19
20 It is posted on the National Predictive Services website:

21 <http://www.predictiveservices.nifc.gov/outlooks/outlooks.htm>

22
23 and the AICC website: http://fire.ak.blm.gov/content/weather/outlooks/Fire_Potential.html by
24 1100 hrs ADT each day



Predictive Service Areas

- AK00 – North Slope
- AK01 - Tanana Valley
- AK02 - Upper Yukon Valley
- AK03 - Tanana Zone
- AK04 - Koyukuk/Upper Kobuk
- AK05 - Middle Yukon
- AK06 - Seward Peninsula
- AK07 - Lower Yukon
- AK08 - Yukon-Kuskokwim Delta
- AK09 - Kuskokwim Valley
- AK10 - Bristol Bay
- AK11 - Susitna Valley
- AK12 - Copper River Basin
- AK13 – Matanuska Valley and Anchorage
- AK14 - Kenai Peninsula
- AK15 - Northern Panhandle
- AK16 - Central Panhandle
- AK17 - Southern Panhandle
- AK18 - Kodiak Island

7 Day Significant Fire Potential Map

This is a map version of the 7 Day Significant Fire Potential product. It uses color coding to show the forecasted significant fire potential for each PSA over a seven day period.

NIFC Monthly / Seasonal Outlook or National Wildland Fire Potential Outlook

This national product is issued by the first of each month throughout the year:

http://www.predictiveservices.nifc.gov/outlooks/monthly_seasonal_outlook.pdf.

Refer to the *National Interagency Mobilization Guide* for details.

Spring Outlook for Alaska Fire Season

This outlook is produced once a year and is posted at the start of May to the web at:

<http://fire.ak.blm.gov/content/weather/outlooks/seasonal.pdf>. Updates may be provided throughout the fire season if necessary.

Weather Briefings**Statewide Weather Briefing**

Statewide weather briefings are provided seven days a week during the fire season, from the beginning of May through most of August. They are presented at 0945 in the Alaska Fire Service training rooms.

The link to the briefing slides can be found at

<http://fire.ak.blm.gov/content/weather/outlooks/Wxbrief.pdf>.

A backup briefing is available on the Alaska National Weather Service Fire Weather page at <http://firewx.arh.noaa.gov/brief.php>. Weather briefings encompass a comprehensive look at today, tomorrow and the next day's weather, with a 7 day outlook.

Operations Weather Briefings

Weather briefings are also provided to the smokejumpers during much of the fire season, though the frequency of briefings varies depending on the amount of fire activity. During a typical fire season, briefings are provided daily at 1100 ADT on weekdays, and 1130 ADT on weekends. Briefings are held at the smokejumper box, and follow the same format as the statewide weather briefings. Requests for briefings are made by the Smokejumper management staff, typically the Chief, Deputy Chief, or Operations Supervisor.

Fire Behavior Advisories

All fire weather coordination between the National Weather Service (NWS) and AICC Predictive Services is documented annually in the *Alaska Fire Weather Program Annual Operating Plan for National Weather Service, Alaska Region (NWS) and Alaska Wildland Fire Coordinating Group (AWFCG)*, which can be found on the Fire Weather website: <http://firewx.arh.noaa.gov/>; click on "Operating Plan" in the left column.

All Area/Zone dispatch offices are responsible to notify their local Fire Departments, other cooperators and field personnel regarding any of the advisories listed below.

1 **Red Flag Warnings and Fire Weather Watches**

2 Red Flag Warnings and Fire Weather Watches are issued by the NWS for weather conditions
3 that may lead to extreme fire behavior on existing fires and/or to numerous fire starts. These are
4 issued when one or more of the following conditions are occurring or expected to occur:

- 5
- 6 • High Winds ≥ 25 mph and low RH $\leq 30\%$.
- 7 • Very low humidity: RH $\leq 15\%$.
- 8 • Dry Thunderstorms (< 0.10 " rain and $\geq 25\%$ of the area)
- 9

10 When a warning or a watch is issued, it will be in the headline of the forecast. The NWS first
11 provides notification to the AICC Predictive Services. The main contact is the AICC
12 Meteorologist (907-356-5691), or the Intelligence Section at AICC, (907-356-5643, 5672, 5673,
13 or 5674). In turn, Predictive Services will transmit the watch or warning on the TTY to all
14 interested parties, with a follow-up phone call to the affected Areas or Zones. If it is after normal
15 duty hours, the AICC Tactical Desk will receive the call, and will therefore disseminate the
16 information over the TTY and by telephone.

17

18 A Fire Weather Watch is issued to alert fire personnel to the possible development of a
19 significant fire weather event in the near future, usually for time periods beyond 24 hours. A
20 Red Flag Warning is issued when conditions are occurring or expected to occur within 24 hours.
21 A watch remains in effect until it expires, is canceled or upgraded to a warning. A warning
22 remains in effect until it expires or is cancelled. For any such change, the same notification
23 procedures are used as when a Watch or Warning is issued.

24 **Spot Weather Forecasts**

25 Spot weather forecasts for wildfires, prescribed fires, or any other significant event, are available
26 from the NWS. Requests are made to the appropriate NWS office (ANC, FAI, or JNU) and
27 should include the following information: location, aspect, elevation, drainage, fuels, fire name
28 and number, agency, ignition time (for prescribed fires), size, any weather observations from the
29 field, nearby RAWS stations or webcams, and any other information that will aid the forecaster
30 in providing a good spot forecast. Spot requests can be made using one of the following
31 methods:

32 Internet (primary)

33

34 On the NWS Alaska Fire Weather web page <http://firewx.arh.noaa.gov/>, choose "Spot Forecast
35 Request" from the left column. Select the zone for which a spot forecast is required, then select,
36 "Submit a new Spot Request", and complete the information requested on the form. There are
37 some required fields as well as 4 lines for observations; additional observations can be entered in
38 "Remarks". When the form is completed, submit the request, and call the NWS office to
39 confirm receipt and answer any questions the forecaster may have. This will get you a better
40 product!

41 Paper

42

43 If electronic submission of the Spot Forecast Request form is not possible, the completed form
44 may be faxed to the NWS, with a follow up phone call to confirm receipt and answer any
45 questions the forecaster may have.

46

1 Other

2 If internet and fax are not available, a Spot Forecast may be requested via telephone from the
3 NWS office. Be prepared with a list of all the information specified above.

4
5 In all cases, maintain communication with NWS throughout the process.

6
7 Contact information for each of the NWS offices is as follows:

8 Anchorage: (907) 266-5167 Fax: (907) 266-5188

9 Fairbanks: (907) 458-3705 Fax: (907) 458-3703

10 Juneau: (907) 790-6824 Fax: (907) 790-6827

11 12 **Canadian Forest Fire Danger Rating System Index Charts**

13 The Alaska interagency fire community utilizes the Canadian Forest Fire Danger Rating System
14 (CFFDRS) for the Alaskan boreal forest in lieu of the National Fire Danger Rating System
15 (NFDRS). CFFDRS tracks the effect of weather on forest fuels, which can then give an
16 estimation of potential fire danger and fire behavior in the area adjacent to the station at which
17 the weather is recorded. It is based on the moisture content of three classes of surface forest
18 fuels, plus the effect of wind on fire behavior. Precipitation is the only input that will add to fuel
19 moisture while temperature, relative humidity, wind speed, and time of year all control the rate
20 of drying.

21
22 CFFDRS has fuel models for black spruce with a Fire Weather Index (FWI) component that
23 predicts fuel moisture in duff at various depths. Historically, the long duration problem fires in
24 Alaska have occurred in black spruce stands with a thick moss mat overlying the permafrost.

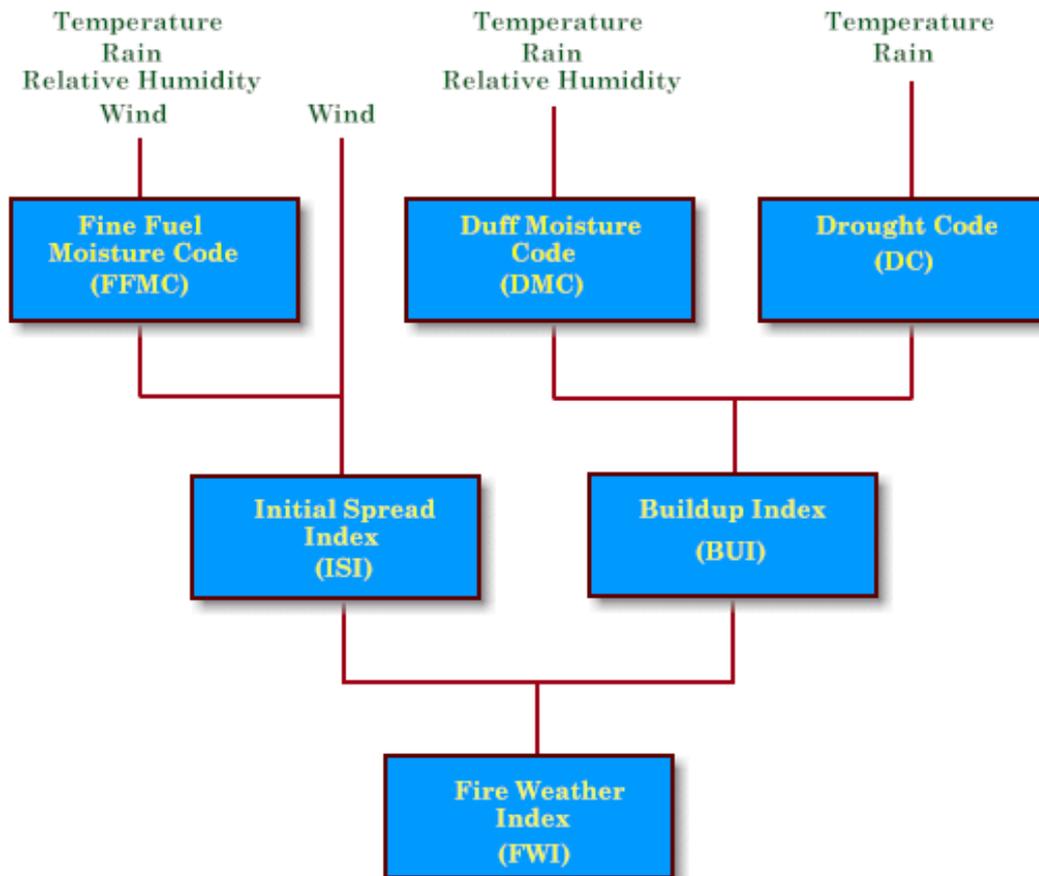
25
26 The Fire Weather Index is divided into Fuel Moisture Codes and Fire Behavior Indices.

27 28 **Fuel Moisture Codes**

29 The three Fuel Moisture Codes are temporal models of the fuel moisture content at three depths
30 in the forest floor. The Fine Fuel Moisture Code (FFMC) represents fine surface litter, and
31 reflects fuel moisture changes of the course of a day. The Duff Moisture Code (DMC) is
32 associated with loosely compacted duff at moderate depths, so it gives indications of fuel
33 moisture changes over a couple of weeks. The Drought Code (DC) indicates moisture in deep
34 compact organic matter, and is therefore indicative of long term or seasonal drying trends.

35 36 **Fire Behavior Indices**

37 The Fuel Moisture Codes are used in combination to form the Fire Behavior Indices. The Initial
38 Spread Index (ISI) combines wind and FFMC to produce a code that indicates rate of fire spread
39 in surface fuels. DMC and DC combine to estimate total fuel available for consumption in the
40 Build Up Index (BUI). The ISI and the BUI combine to give a final Fire Weather Index (FWI)
41 value that represents the fire danger rating (Low, Moderate, High, and Extreme) for a given day.
42 All three Moisture Codes are used in the Fire Behavior Prediction program to forecast
43 quantifiable aspects of fire behavior: rate of fire spread, fuel consumption, crown fraction
44 burned, and fire intensity. See Figure 1 for a breakdown of CFFDRS codes and indices.



1
2 *Figure 1. CFFDRS Components*

3
4 Daily CFFDRS data is located at: <http://fire.ak.blm.gov/wx/wxstart.php?src=fwi&disp=geog>.

5
6 Historic data can be found at <http://fire.ak.blm.gov/predsvcd/fuelfire/fwist.php>.

7 The historic database, also known as Fire Weather Indices Seasonal Tracking or “FWIST”
8 provides a graphing application which can be adjusted to view different indices at different
9 stations back to 1994 (depending on the site). These graphs can be used as a substitution for
10 pocket cards, which Alaska is lacking since NFDERS indices (specifically Energy Release
11 Component (ERC) are not calculated. During fire season, daily observed and forecast maps are
12 available at <http://fire.ak.blm.gov/predsvcs/fuelfire.php>.

13
14 **Wildland Fire Entrapment/Fatality**

15 Refer to the *National Interagency Mobilization Guide*.

16
17 **National Fire Preparedness Plan**

18 Refer to the *National Interagency Mobilization Guide*.

19
20 **Why Preparedness Levels Are Established**

21 Refer to the *National Interagency Mobilization Guide*.

22

1 **Alaska Preparedness Plan**

2 The purpose of the Alaska Preparedness Plan is to identify specific management actions to be
3 considered within each level of statewide preparedness. These levels are based on existing
4 wildland fire activity, probability of new wildland fire starts, burning conditions, prescribed fire
5 activities and the commitment of resources. Levels of preparedness will be determined daily
6 throughout the Alaska fire season. Criteria used to determine daily level of preparedness include:

- 7
- 8 • Current and forecasted weather.
- 9 • Wildland fire activity statewide.
- 10 • Resources committed, demand for resources, and predicted demand Types of resources
- 11 include:
- 12 o Tactical resources include smokejumpers, air tankers, air attack, and lead planes.
- 13 o Non-tactical resources include helicopters, engines, overhead, and crews.
- 14 • Historical high risk periods.
- 15 • All hazard incident support.
- 16 • Planned and ongoing prescribed fire operations.
- 17

18 The Alaska Preparedness Plan will be managed by AICC. The AICC Manager will be
19 responsible for daily monitoring of the criteria used to establish various levels of preparedness
20 and will determine the appropriate level of Alaska preparedness.

21 **Preparedness Level Descriptions**

22 The preparedness level will be identified daily on the Alaska Wildland Fire Situation Report.
23 Contained within each preparedness level are management actions to be considered as well as the
24 responsible position designated to ensure the management action is initiated.

25 **Preparedness Level 1**

26 No significant fire activity, most units (zones, areas and forests) having low to moderate
27 probability of ignition and low burning condition in all fuel types. Resistance to extinguishment
28 by initial attack forces is low.

29 Management Action

30 Zones/Areas/Forests will determine appropriate action

31 Responsibility

32 Zone/Area/Forest FMOs

33 Approved prescribed burning to be carried out.

34 Responsible Land Manager

35 **Preparedness Level 2**

36 Multiple units experiencing fire starts or one unit experiencing multiple starts. Probability of
37 ignition is low to moderate and burning conditions generally low to moderate in all fuel types.
38 Resistance to extinguishment by initial attack forces is low to moderate. Mobilization of local
39 unit resources is minimal with no shortages of tactical resources.

40 Management Action

41 Zones/Areas/Forests will determine appropriate action

42 Responsibility

43 Zone/Area/ Forest FMOs

44 Adjust staffing level requirements as needed.

45 All Agencies/ Offices

1	Approved prescribed burning to be carried out.	Responsible Land Manager
2		
3	Preparedness Level 3	
4	Multiple units experiencing fire starts and/or one project fire. Probability of ignition is high,	
5	burning conditions of moderate to high in all fuel types. Resistance to control is moderate to	
6	high, resistance to extinguishment is moderate. Up to 50 percent of non-tactical resources being	
7	mobilized, up to 75 percent of tactical resources committed to new ignitions. Existing weather	
8	pattern supporting fire activity is forecasted to remain for the next 48 hours.	
9		
10	<u>Management Action</u>	<u>Responsibility</u>
11	Adjust staffing level requirements as needed.	All Agencies/Offices
12		
13	Notify AFS Management Team and DOF Regions of	AICC Manager
14	anticipated support requirements due to current and	
15	expected fire activity. Activate daily Interagency	
16	Support Group Meetings.	
17		
18	Consider ordering lower 48 tactical resources.	AICC Manager
19		
20	Consider ordering overhead positions to fill	AICC Manager
21	overhead pool.	
22		
23	Consider AICC 24-hour operations.	AICC Manager
24		
25	Notify MAC Group of on-call status.	AICC Manager
26		
27	Activate Interagency Aviation Coordinating group.	AICC Manager
28		
29	Notify Interagency Fire Information Officer of	AICC Manager
30	on-call status.	
31		
32	Consider activating Fire Behavior Analyst function	AICC Manager
33	at AICC.	
34		
35	Consider activating statewide Communication	AICC Manager
36	Coordinator.	
37		
38	Consider activating statewide Interagency Training	AICC Manager
39	Position Coordinator.	
40		
41	Prescribed burning to be carried out with notification	Responsible Land Manager
42	to responsible protection agency.	
43		
44	Preparedness Level 4	
45	Multiple units experiencing fire starts and/or two project fires. Probability of ignition is high and	
46	burning conditions of high to extreme in all fuel types. Resistance to control is high to extreme	

1	and resistance to extinguishment is high. More than 50 percent of non-tactical resources are	
2	committed; more than 75 percent of tactical resources are committed to new ignitions. Existing	
3	weather pattern supporting fire activity is forecasted to remain for the next three to five days.	
4		
5	<u>Management Action</u>	<u>Responsibility</u>
6	Adjust staffing level requirements as needed.	All Agencies/Offices
7		
8	Consider ordering additional tactical resources.	AFS Mgr/DOF Ops Forester
9		
10	Activate Interagency Fire Information Center.	AICC Manager
11		
12	Activate statewide Interagency Training Position	AICC Manager
13	Coordinator.	
14		
15	Activate statewide Interagency Communications	AICC Manager
16	Coordinator.	
17		
18	Activate Fire Behavior Analyst function at AICC.	AICC Manager
19		
20	Activate MAC Group. Establish Coordinator.	AICC Manager or any MAC
21		group principal.
22	Consider other protection options on fires in limited	MAC Group
23	protection areas.	
24		
25	Suspend all prescribed fire activities except those	MAC Group/Responsible
26	posing no significant risk.	Land Manager
27		
28	Consider burn ban implementation.	MAC Group
29		
30	Preparedness Level 5	
31	Multiple units experiencing fire starts and/or three or more project fires. Probability of ignition is	
32	high and burning conditions of extreme in all fuel types. Resistance to control is high to extreme	
33	and resistance to extinguishment is high. More than 75 percent of non-tactical resources are	
34	committed; more than 75 percent of tactical resources are committed to new ignitions. Existing	
35	weather pattern supporting fire activity is forecasted to remain for the next three to five days.	
36		
37	<u>Management Action</u>	<u>Responsibility</u>
38	Consider suspending all prescribed fire.	MAC Group
39		
40	All offices on 24-hour response capability.	All Agencies/ Offices
41		
42	Preparedness Level 5 to 4	
43		
44	Burning conditions have moderated. Fifty percent of tactical resources are available. Favorable	
45	weather pattern for next three to five days is forecasted.	
46		

1 Preparedness Level 4 to 3

2 Burning conditions are moderate. Significant demobilization of resources is occurring from
3 project fires. 50% of non-tactical resources are available. Higher relative humidity and lower
4 temperatures are forecasted in major fire areas. Favorable weather pattern for next three to five
5 days is forecasted.

6

7 Preparedness Level 3 to 2

8 Burning conditions are low to moderate. Project fires are contained and/or interagency
9 management teams released. Mobilization is contained to local unit with no shortages of
10 resources. Existing weather pattern supporting current fire activity is forecast to continue for the
11 next 48 hours.

12

13 Preparedness Level 2 to 1

14 Burning conditions are low with no significant fire activity occurring. Existing weather pattern
15 supporting current fire activity is forecast to continue for the next 48 hours.

16

17 National Multi-Agency Coordinating Group (NMAC) Decisions

18 Refer to the *National Interagency Mobilization Guide*.

19

20 Alaska Multi-Agency Coordinating Group

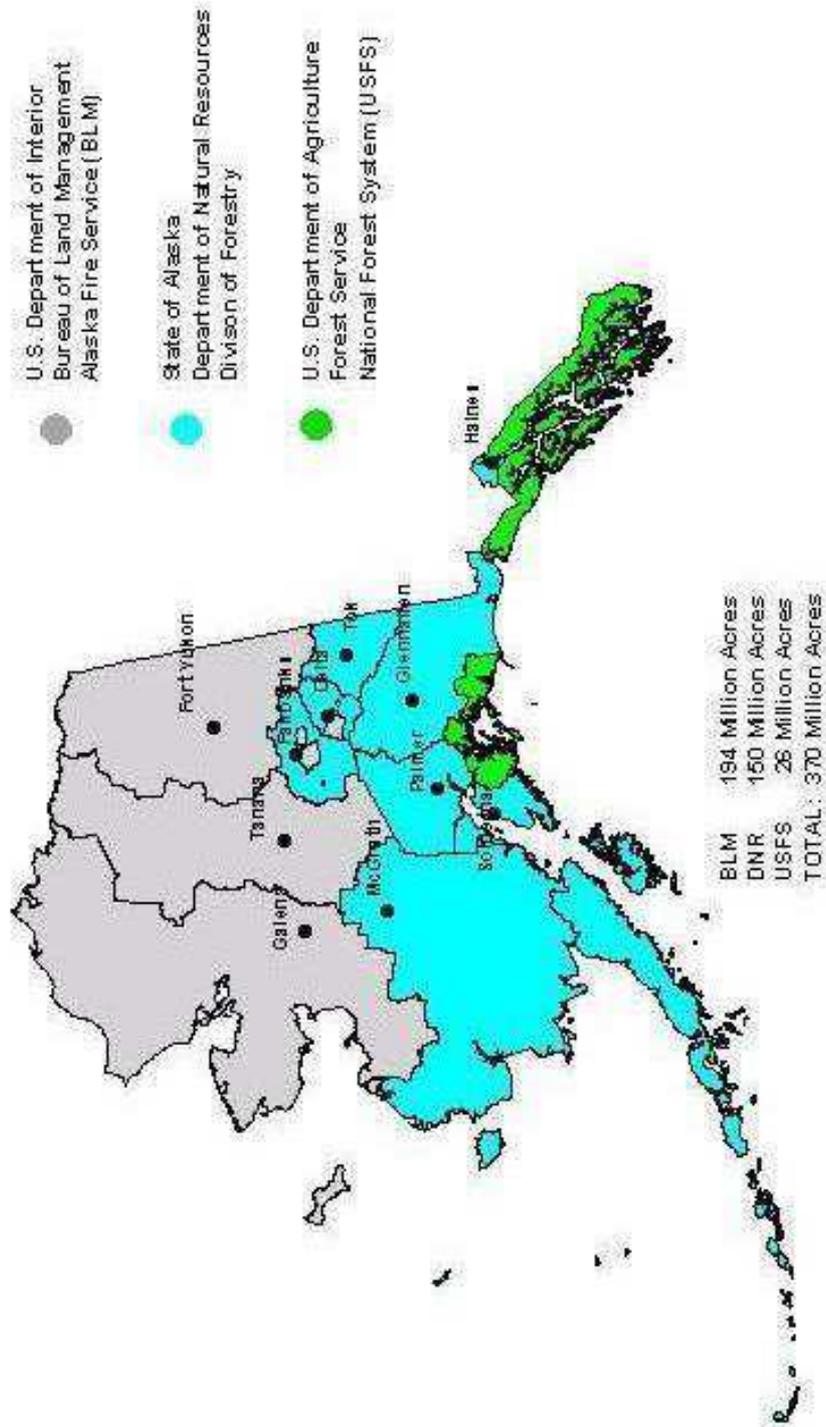
21 Refer to Chapter 30 of this guide for further explanation.

22

23 Follow-Up Evaluation

24 Refer to the *National Interagency Mobilization Guide*.

Alaska Wildland Fire Protection Areas



Mobilization Procedures for Military Assets and International Assignments

1 All mobilization of military resources will comply with the *Military Use Handbook* (NFES
2 2175). Alaska internal requests for Alaska National Guard resources are processed through State
3 of Alaska, DNR Division of Forestry, and LCSC.

Established Resource Order Process

4
5
6 Refer to the *National Interagency Mobilization Guide*.

Civilian Support

7
8
9 All other civilian support requested specifically by the military at the incident will follow
10 established ordering procedures.

Demobilization Procedures

11
12
13 Refer to the *National Interagency Mobilization Guide*.

International Operations

14
15
16 Refer to the *National Interagency Mobilization Guide* for national policies and guidelines.

Canada

17
18
19 Requests for support between AFS or DOF and the Yukon Territory are administered through the
20 Alaska Interagency Coordination Center (AICC) and the Yukon Fire Control Center (YFCC) in
21 Whitehorse, Yukon Territory. These two centers will be the focal points for coordinating all
22 requests, assistance, and communication between Alaska and the Yukon Territory. Requests for
23 support outside of the Yukon Territory are placed through AICC and NICC to Canada. There are
24 agreements in effect regarding the use of Canadian resources or providing of Alaska resources to
25 Canada.

26
27 See Chapter 40 of this guide for specific details of these agreements.

AICC Tactical Resource Section**Fire Numbers**

28
29
30
31
32 All wildland incidents incurring costs to suppression funds (including false alarms) are issued a
33 unique reference number by the AICC Tactical Resource section. In Alaska, this three digit
34 sequential number is commonly referred to as the “fire number” and serves as the primary
35 incident reference. The local managing office will assign a fire name to each incident as well for
36 national database reporting requirements.

Requesting Fire Numbers

37
38
39 All fire numbers are requested individually via the TTY.

40
41 The following information is required when requesting a fire number. Additional information is
42 optional.

- 43 • Latitude and Longitude of incident origin
- 44 • Alaska Fire Management Plan protection level
- 45 • Ownership

- Fire size, behavior and fuel types

Example: AICC TAC
REQUEST FIRE NUMBER FOR 6455 X 16140
LIMITED, BLM
5 ACRES RUNNING IN TUNDRA AND SCATTERED SPRUCE
GAL GLL 06/14/00 1918

Refer to *Ordering Tactical Resources* section of this guide for information regarding requesting Tactical Resources.

Suppression Cost Coding

AFS Zone Dispatch Centers utilize the internet based FireCode application to generate primary DOI agency suppression charge codes for incidents occurring within their respective Zones.

DOF utilizes an agency specific State fire suppression cost code that is assigned by the AICC Tactical Resources Dispatcher when the fire number is issued. Refer to the *DOF Alaska Incident Business Management Handbook* for a complete explanation of the DOF suppression coding.

USFS typically assigns an “ABCDE Miscellaneous” cost code to small fires (<300 acres) on Forest Service lands, and a unique FireCode with a 2-character USFS P-code prefix, for larger incidents.

Refer to *Cost Coding* section of this guide for additional information about cost coding.

Reimbursable Suppression Cost Coding

AICC issues reimbursable cost codes for DOF, AFS and USFS suppression actions for the following reasons:

- One agency provides suppression assistance or support to another agency (state to federal or federal to state).
- One agency provides suppression action on land for which the other agency has responsibility (state to federal or federal to state).

Refer to the *Alaska Master Cooperative Wildland Fire Management Agreement* for additional information.

Reimbursable cost codes are documented in the FireCode database when issued. Note: Activation of a FireCode in the USFS payment system requires an entry in the incident name field of the FireCode application. To satisfy this requirement, the fire number will be entered in the field if the incident name is unavailable.

Requesting a Reimbursable Cost Code

Reimbursable cost code requests are made via the TTY. The reason for the request must be stated for documentation (i.e. “...for DOF engine F-21 assist” or “...for NPS ownership”).

Example: AICC TAC
REQUEST A DOF COST CODE FOR FIRE 247

1 FOR DOF DISPATCHER STAFFING GALENA DISPATCH.
2 GAL GLL 06/14/00 1918
3

4 **Ordering Tactical Resources**

6 **Ordering Tactical Resources Within Alaska**

7 All requests for shared statewide tactical resources within Alaska for initial attack are made to
8 the AICC Tactical Resource section via the TTY. Requests from ongoing incidents for tactical
9 resource support must be made to AICC through the local dispatch office.

10
11 All requests should provide as much of the following information as applicable:

- 12 • Latitude and Longitude of incident origin
- 13 • Fire Management Plan Protection Level
- 14 • Ownership
- 15 • Fire size, behavior and fuel type
- 16 • Any other resources responding or requested
- 17 • Ground contact name and radio frequency

18
19 Examples:

20 New fire: AICC TAC
21 REQUEST FIRE NUMBER FOR 6455 X 16140
22 FULL, NCA
23 5 ACRES RUNNING IN TUNDRA AND SCATTERED SPRUCE
24 HELICOPTER 8EH RESPONDING WITH HELITACK
25 REQUEST 1 LOAD SMOKEJUMPERS, 1 LOAD RETARDANT AND AIR
26 ATTACK
27 GAL CVH 06/14/00 1918
28

29 Existing fire: AICC TAC
30 REQUEST AIR ATTACK, 1 LOAD RETARDANT, AND 1 LOAD
31 SMOKEJUMPERS RESPOND TO FIRE 489
32 CONTACT I.C. CROWE ON BROWN
33 GAL CVH 06/14/00 1918
34

35 **Ordering Tactical Resources From Canada**

37 **Canada/United States Agreement**

38 AFS can order Lead Planes and Airtankers for initial attack from Yukon Territory under the
39 Canada/United States Reciprocal Forest Fire Fighting Resources Arrangement (ref: the *National*
40 *Interagency Mobilization Guide*). The AICC Coordinator will place a resource order with NICC
41 and forward a copy to YFCC. NICC will assign a reimbursable project code to the incident.
42

43 **Northwest Wildland Fire Protection Agreement (Northwest Compact)**

44 DOF can order resources for initial attack and extended operations from the Yukon Territories
45 under the Northwest Compact agreement. The DOF Logistics Coordinator will place a resource

1 order directly to YFCC. Note: Canadian Lead Planes (“Bird Dogs”) and Airtankers are
2 dispatched in group configuration.

3
4 Orders for resources to or from Canada should contain the following information for flight
5 following and Customs tracking:

- 6 • Type of aircraft
- 7 • Tail number or aircraft identifier
- 8 • Departure time and place
- 9 • Destination and route
- 10 • Time en route
- 11 • Estimated time of arrival, (ETA time zone of destination)
- 12 • Souls on board (includes pilot)
- 13 • Hours of fuel on board
- 14 • Specific mission information
- 15 • Frequencies to utilize
- 16 • Names of all on board the aircraft

17
18 Aircraft crossing the International boundary need not clear Customs provided they do not land in
19 the foreign country. Flight plans of aircraft intending to land must be coordinated through
20 AICC/YFCC so that Customs may be notified well in advance, and a location and time of
21 inspection established prior to aircraft arrival.

22 23 24 **Ordering Tactical Resources from the Lower-48**

25 Orders for tactical resources from the Lower-48 will be placed to NICC via the AICC Aircraft
26 Desk and/or Overhead/Crew desk as applicable. All such requests must be approved by the
27 AICC Center Manager or Coordinator.

28 29 **Flight Following**

30 All aircraft flight information is communicated among Alaska dispatch offices via TTY.
31 AICC tracks all tactical aircraft and must be notified of aircraft departure and arrival. AICC must
32 be notified of status/position every 30 minutes unless Automated Flight Following has been
33 established. AICC shall also be immediately notified of any deviation from or alteration of a
34 tactical aircraft’s flight plan.

35
36 Ref: DOI IM AK 98-038, DOF PPM 2613.2, USFS FSH 5709.16.

37 38 **Tactical Aircraft Flight Following Methods**

39 Acceptable methods for flight following tactical aircraft include:

- 40 • Agency VFR flight plan with 30-minute radio check-in.
- 41 • Agency VFR flight plan with automated flight following while maintaining the ability to
42 resume radio or satellite phone flight following.
- 43 • Active IFR flight plan while simultaneously monitoring Agency dispatch radio
44 frequencies

45 46 **Flight Plan Information**

1 Upon departure, tactical aircraft must relay the following flight plan information to dispatch:

- 2 • Actual time of departure (ATD)
- 3 • Number of souls on board (SOB)
- 4 • Total amount of useable fuel on board (FOB) - in hours + minutes of flight time
- 5 • Estimated time en route (ETE) to the next destination (FAA airport designator or Fire
- 6 Number).

7
8 Example: AICC TAC
9 TANKER 97 OFF GAL AT 1310 → FIRE 445
10 3 SOB 4+00 FOB 1+20 ETE
11 GAL MEH 07/04/09 1312
12

13 Upon landing and clearing the active runway, tactical aircraft will communicate their on-time to
14 the local dispatch office. This information shall be immediately posted to the TTY.

15
16 Example: GAL
17 TANKER 97 IS ON FBK
18 AICC TAC LZL 07/11/00 1710
19

20 **Aerial Supervision**

21 All Lead/ASM pilots, ATS/ATGS and associated aircraft are managed under an interagency
22 “pool” concept (ref. the *AFS/DOF Annual Operating Agreement* in Chapter 40). Statewide
23 coordination of tactical missions is managed by the AICC Tactical Resource Coordinator.
24

25 **Configuration**

26 Aerial Supervision Module (ASM)

27 The ASM is the predominant aerial supervision configuration utilized in Alaska. An ASM
28 consists of an Air Tactical Pilot and Air Tactical Supervisor in the same aircraft. Call sign
29 utilized is “ASM” plus the pilots’ national designator (i.e. ASM B-6). Refer to the *National*
30 *Interagency Mobilization Guide* for a national list of pilot designators and Chapter 60 of this
31 guide for Alaska pilot designators.
32

33 Lead Plane

34 Aircraft with a Lead qualified pilot. Call sign utilized is the pilots’ national designator (i.e. Lead
35 B-6).
36

37 Air Attack

38 A piloted aircraft platform with qualified ATGS onboard. Call sign utilized is “Air Attack” plus
39 last three digits of the aircraft’s tail number (i.e. Air Attack 7DL).
40

41 **ASM or Air Attack Requirement**

42 Air Attack or Lead Plane shall be over the incident when:

- 43 • Two or more Airtankers are over an incident.
- 44 • Canadian Airtankers are being used.
- 45 • Retardant drops during low ambient light conditions.

- When a Smokejumper spotter exceeds managing more than one Airtanker and any mix of three additional aircraft.

Lead plane Requirement

A Lead plane shall be over the incident prior to commencing operations when:

- The Airtanker pilot is not Initial Attack carded.
- Operations are over congested areas (USFS requirement; BLM and DOF require a Lead Plane to be ordered).
- Modular Airborne Firefighting Systems (MAFFS) C-130s are assigned. The Lead Plane pilot shall be approved for MAFFS operations.
- When requested by an Airtanker pilot.

Airtankers

Airtanker and Airtanker Base information can be found in the *Alaska Fire Service Pilot Orientation Guide*, *DOF Area Orientation Guides*, the *National Airtanker Base Guide*, and the *National Interagency Mobilization Guide*.

Managing Airtanker Use

AFS and DOF each administrate their respective airtanker contracts (DOF-2 Type 2, AFS – 2 Type 3 water-scoopers). The aircraft are managed under a statewide interagency “pool” concept. Coordination of tactical missions is managed by the AICC Tactical Resources Coordinator.

Airtankers typically remain unloaded until dispatched.

Airtankers may be pre-positioned loaded or unloaded, dependent upon fire danger and FMO priorities. The AICC Tactical Resources Coordinator will make the final determination.

Each Airtanker Base Manager manages the daily rotation schedule for his/her base and tracks flight hours. AICC may override the rotation for reasons including but not limited to:

- Canadian Airtankers in the lineup.
- Canadian requests for DOF Airtankers.
- When speed, volume, or other operational capabilities are a legitimate concern.
- When a benefit to the government would be realized.

Smokejumper

Initial attack fire suppression is the priority use of smokejumpers. Smokejumper dispatch for any other purpose will generally require a resource order to the AICC Overhead Desk and approval of the AICC Tactical Resources Coordinator or AICC Center Manager.

Mobilizing Smokejumpers for Initial Attack

Use of Smokejumpers for initial attack within Alaska is coordinated by the AICC Tactical Resources Section. Requests for initial attack Smokejumpers are placed via the TTY as are the other shared tactical resources in Alaska. Refer to Chapter 20, Ordering Tactical Resources Within Alaska.

Initial Attack Paracargo

1 Upon arriving at the fire and assessing initial attack needs, the Incident Commander may request
2 additional supplies necessary to support initial attack suppression actions. This order is typically
3 placed with the Smokejumper Spotter before the jumpship departs the fire area; the Spotter will
4 then place it with the local area or Zone dispatch. The IC may also place the order directly to the
5 local Area or Zone dispatch center. This immediate supplemental paracargo support to
6 Smokejumpers beginning initial attack operations does not require a resource order and is
7 coordinated through the AICC Tactical Resources section. Any requests for supplies to an
8 incident after this period must be placed through normal ordering channels; refer to Chapter 20,
9 Paracargo Delivery of Supplies and Equipment for additional information.

11 **Demobilization of Smokejumpers**

12 AICC Tactical Resources Coordinator will determine the appropriate return location for
13 Smokejumpers based on current resource priorities. It is the responsibility of the ordering Area
14 or Zone Dispatch Center to coordinate demobilization of Smokejumpers to Fort Wainwright or
15 the nearest appropriate satellite jump base.

17 **Search and Rescue**

18 The Alaska State Troopers (AST) have statutory authority and responsibility for search and
19 rescue in Alaska (exemption: the National Park Service maintains responsibility on NPS lands).
20 While statutory authority for search and rescue lies with the AST, this does not preclude fire
21 management agencies in Alaska from responding to emergencies involving their respective
22 personnel.

24 The AST can and do occasionally request assistance from fire management agencies in Alaska
25 due to the types of resources potentially available, such as aircraft. Each agency is responsible
26 for determining the appropriate response for support on a case-by-case basis, negotiating directly
27 with the AST for reimbursement of costs if deemed necessary. Each local office maintains a
28 localized search and rescue plan. Refer to the local dispatch office for more information.

30 For additional BLM guidance refer to the *BLM Alaska State Aviation Plan*.

Dispatch Forms

Resource Order Form

Food Service Request Form

Passenger and Cargo Manifest Form

Aircraft Flight Request/Schedule Form

Infrared Aircraft Scanner Request Form

FAA Temporary Tower Request Form

Preparedness/Detail Request Form

Incident Status Summary (ICS-209) Form

Monthly Wildland Fire Weather/Fire Danger Outlook Form

Wildland Fire Entrapment/Fatality Form

Documentation of Length of Assignment Extension Requirements Form

Food Service Request Form**FOOD SERVICE REQUEST FORM**

Incident Name: _____ Management/Fiscal Code: _____

Resource Order No. _____ Request No. _____ Date: _____

I. Requested Date, Time, Meal Types, and Number of Meals

1. Requested Date and Time for first meal, Date: _____ Time: _____

2. Estimated numbers for the first three meals

1st meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner2nd meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner3rd meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner

3. Fresh Food Boxes (Alaska Only): _____

This Block for NICC / AICC Use Only.

Actual agreed upon Date/Time first meals are to be served: Date: _____ Time: _____

(Minimum guaranteed payment is based on these estimates, see Section G2.2):

1st meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner2nd meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner3rd meal: _____ [] Hot Breakfast [] Sack Lunches [] Dinner**II. Location**

Reporting location: _____

Incident Contact person: _____

Contracting Officer's Technical Representative: _____

Food Unit Leader: _____

III. Support Information for Contractors

Nearest authorized potable water source: _____

The benefiting unit is responsible for providing the following services:

1. Gray water removal

3. Department of Health notified (optional)

2. Potable water

Incidents requesting additional potable water tenders, gray water tenders, handwash stations, or refrigerated units must assign new request No. for each additional resource ordered.

IV. Estimated Incident Duration and Needs

1. Anticipated Duration of Incident: _____

2. Anticipated Peak Number of Personnel at Incident: _____

3. Spike Camps? [] Yes [] No, Number: ____, No. of meals per camp per day: _____

V. For Additional Information

Contact: _____ Telephone: _____

GACC: _____ Telephone: _____

National Interagency Coordination Center – (208) 387-5400

Passenger and Cargo Manifest Form

STANDARD FORM 245 (6-77) Prescribed by USDA FSM 5716 USDA MP9400.51B		PASSENGER AND CARGO MANIFEST				NO. OF PASSENGERS ON THIS PAGE _____ PAGE ____ OF ____	
ORDERING UNIT		PROJECT NAME				PROJECT NO	
NAME OF CARRIER		MODE OF TRANSPORTATION & ID. NO.				PILOT OR DRIVER	
CHIEF OF PARTY		REPORT TO				IF DELAYED, CONTACT	
DEPARTURE PLACE		INTERMEDIATE STOPS				DESTINATION PLACE	
ETD	ETA	PLACE	ETD	ETA	PLACE		
PASSENGER AND OR CARGO NAME		M	F	PASSENGER WEIGHT	CARGO WEIGHT	DUTY ASGMT IF APPLICABLE	HOME UNIT
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							
20.							
21.							
22.							
SIGNATURE OF AUTHORIZED REPRESENTATIVE						DATE	

245-101

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

<p>I. MISSION FLIGHT HAZARD ANALYSIS (fire flights exempt provided a pre-approved plan is in place). The following potential hazards in the area of operations have been checked, have been identified on flight itinerary map, and will be reviewed with Pilot and Chief-of-Party prior to flight:</p>		
<p><input type="checkbox"/> Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.)</p> <p><input type="checkbox"/> Areas of high-density air traffic (airports); Commercial or other aircraft</p> <p><input type="checkbox"/> Wires/transmission lines; wires along rivers or streams or across canyons</p> <p><input type="checkbox"/> Weather factors: wind, thunderstorms, etc.</p>	<p><input type="checkbox"/> Towers and bridges</p> <p><input type="checkbox"/> Other aerial obstructions:</p> <p><input type="checkbox"/> Pilot flight time/duty day limitations and daylight/darkness factors</p> <p>SUNRISE: _____</p> <p>SUNSET: _____</p> <p><input type="checkbox"/> Limited flight following communications</p>	<p><input type="checkbox"/> High elevations, temperatures, and weights:</p> <p>MAX LANDING ELEV (MSL): _____</p> <p>MIN. FLIGHT ALTITUDE AGL: _____</p> <p><input type="checkbox"/> Transport of hazardous materials</p> <p><input type="checkbox"/> Other: _____</p>
<p>II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST</p>		
<p><input type="checkbox"/> Pilot and aircraft carding checked with source list and vendor; carding meets requirements;</p> <p><input type="checkbox"/> OR, Necessary approvals have been obtained for use of uncarded cooperators, military, or other-government agency aircraft and pilots</p> <p><input type="checkbox"/> Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled</p> <p><input type="checkbox"/> Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse)</p> <p><input type="checkbox"/> All DOI passengers have received required aircraft safety training;</p> <p><input type="checkbox"/> OR, Aviation manager will present detailed safety briefing prior to departure;</p> <p><input type="checkbox"/> Bureau Aircraft Chief-of-Party will be furnished with a Chief-of-Party/Pilot checklist and is aware of its use</p>	<p><input type="checkbox"/> Means of flight following and resource tracking requirements have been identified</p> <p><input type="checkbox"/> Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained</p> <p><input type="checkbox"/> Flight hazard maps have been supplied to Chief-of-Party for nonfire low-level missions</p> <p><input type="checkbox"/> Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken</p> <p><input type="checkbox"/> Chief-of-Party is aware of PPE requirements.</p> <p><input type="checkbox"/> Cost analysis has been completed and is attached</p> <p><input type="checkbox"/> Other/Remarks: _____</p>	
<p>III. APPROVALS</p>		
<p>Note: Reference Handbook 9420 for approval(s) required.</p>		
<p>A. MISSION FLIGHT: HAZARD ANALYSIS PERFORMED BY:</p> <p style="text-align: center;">_____ Chief-of-Party Signature</p>		
<p>B. MISSION FLIGHT: HAZARD ANALYSIS REVIEWED BY:</p> <p style="text-align: center;">_____ Dispatcher Or Aviation Manager Signature Required</p>		
<p>C. IF NON-FIRE, ONE-TIME (NON-RECURRING), SPECIAL-USE MISSION, SIGNATURE OF LINE MANAGER IS REQUIRED **:</p> <p style="text-align: center;">_____ DATE: _____</p>		
<p>D. THIS FLIGHT IS APPROVED BY (Authorized Signature):</p> <p style="text-align: center;">_____ DATE: _____</p>		
<p>** For recurring Special-Use Missions, signature is required on Special-Use Air Safety Plan, and not required here.</p>		

Infrared Aircraft Scanner Request Form

INFRARED AIRCRAFT SCANNER REQUEST

Incident# & Project#:		BLM#:	A#
Incident Name:		Date/Time:	
Ordering Unit:		Telephone #:	
Local Dispatch:		Telephone #:	
GACC:		Telephone #:	
National IR Coord:		Telephone #:	(208) 387-5381
		FAX #	
		Cell #	(208) 859-4475
Regional IR Coord:		Telephone #:	()
		FAX #:	()
		Cell #	()
IR Interpreter Ordered:	<input type="checkbox"/> YES <input type="checkbox"/> NO	Telephone #	()
IR Interpreter Assigned:		Cell #	()
Location: Motel		Motel #	()
Office or ICP		FAX #	()
SITL Name and Location:		Telephone #:	()
Incident Elevation (AVG):	Feet MSL	Approximate Size:	Acres
Weather Over The Incident:			
Delivery Point:			Alt. Delivery Pt:
Delivery type:	<input type="checkbox"/> Land Aircraft	<input type="checkbox"/> Air Drop	<input type="checkbox"/> Scanned file (give email address or ftp site in box below)
Delivery time:			
Delivery point weather:			

Radio Frequencies

Local admin. Unit	Tx: Mhz	Tone:	Rx: Mhz	Tone:
Alternative Freq	Tx: Mhz	Tone:	Rx: Mhz	Tone:
Air Tactical Group Supervisor	Tx: Mhz	Tone:	Rx: Mhz	Tone:

Incident Location from 2 VORs: (Degrees) (nautical miles)

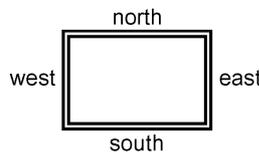
VOR:	Azimuth:	Distance:
VOR:	Azimuth:	Distance:

Mission Objective and Description:

LATITUDE/LONGITUDE INFORMATION NEEDED FOR EACH MISSION

Mapping Block

NORTH		
SOUTH		
EAST		
WEST		



FAA Temporary Tower Request Form**TEMPORARY TOWER REQUEST FORM**

(Note - this form should be used in conjunction with the checklists located in Chapter 11 of the Interagency Airspace Coordination Guide (www.fs.fed.us/r6/fire/aviation/airspace))

Please attach this form to the Resource Order and forward both forms to the appropriate FAA Regional Operations Center (ROC), through established ordering channels.

I. GENERAL INFORMATION:

Incident Name _____ Management/Fiscal Code _____
Resource Order Number _____ Request Number _____ Date _____

II. POINTS OF CONTACT

Name/Agency	Telephone
Ordering Unit _____	_____
Air Ops/Air Support _____	_____
Local or Expanded Dispatch _____	_____
Geographic Area Coordination Ctr _____	_____
National Interagency Coordination Ctr _____	_____
FAA POC at ROC _____	_____
Name / Phone Number of Airport Owner / Operator _____	
Has the Airport Owner been notified?	YES NO
Requested Operational Hours:	_____
Estimated Length of Duration:	_____

III. SUPPORT INFORMATION

Closest City/Town _____ State _____

Where is the proposed location of the temporary tower (Select one or explain):

Airport Name & FAA Code _____ Helibase _____

Incident Command Post _____ Other _____

Is a facility available on site for use as a tower (Select one or explain)?

FBO Site/Room rental/etc _____ Rental Trailer _____

Facility to be built on site _____ Other _____

Conditions to expect for overnight at site: Camp _____ Hotel _____

Is a vehicle (Gov't or rental) available for tower personnel? YES NO

Please attach detailed driving directions to the reporting site

Note: Road closures, hazardous conditions, easiest route of travel, etc

IV. EQUIPMENT SURVEY - Refer to Chapter 11 checklist / Interagency Airspace Coordination Guide

What equipment do you currently have (radios, etc) for use by tower personnel?

What equipment do you need? (radios, etc)

Have you completed an inventory of equipment?

Preparedness/Detail Request Form

PREPAREDNESS/DETAIL REQUEST

ATTACHMENT TO RESOURCE ORDER NUMBER: _____
REQUEST NUMBER /S/: _____

1. POSITION(S): _____ NUMBER OF PERSONS REQUESTED: _____
2. MINIMUM "RED CARD" RATING: _____
3. EMPLOYMENT STATUS : REGULAR FEDERAL AGENCY A.D. OTHER: _____
4. AGENCY UNIFORM: YES NO FIRE RESISTANT CLOTHING: YES NO
5. DRIVERS LICENSE NEEDED: YES NO ENDORSEMENT: _____
6. GOVERNMENT VEHICLE: YES NO TYPE: _____
7. PRIVATE VEHICLES AUTHORIZED: YES NO NUMBER: _____
8. RADIOS NEEDED: YES NO TYPE: _____ NUMBER: _____
9. REQUESTING UNIT'S ELECTRONIC TECHNICIAN'S NAME: _____
TELEPHONE: _____
10. LENGTH OF DETAIL: _____ THROUGH: _____
11. ESTABLISHED WORKWEEK: _____
HOURS OF DUTY: _____
OVERTIME AUTHORIZED: YES NO.
AUTHORIZATION NUMBER: _____
12. PERSONNEL MAY BE ROTATED: YES NO HOW OFTEN: _____
ROTATION PAID BY: _____
13. BASE SALARY PAID BY: _____
TRAVEL PAID BY: _____ PER DIEM PAID BY: _____
14. EQUIPMENT USE MILEAGE PAID BY: _____
15. REQUESTING UNIT'S ELECTRONIC ADDRESS: _____
16. REQUESTING UNIT'S ESTIMATED TOTAL COST: _____
17. REQUESTING UNIT'S PERSONNEL OFFICER: _____
TELEPHONE: _____
18. REQUESTING UNIT'S FINANCE OFFICER: _____
TELEPHONE: _____
19. TEMPORARY DUTY STATION: _____
ADDRESS / PO BOX: _____
TELEPHONE: _____
20. GOVERNMENT LODGING: YES NO MESS HALL: YES NO.
GOVERNMENT COOKING FACILITIES ONLY: YES NO
COMMERCIAL LODGING: YES NO. RATE: _____ MEALS: YES NO.
21. NEAREST COMMERCIAL AIRLINE CITY: _____
22. REMARKS: _____

7/22/2004

Alaska Incident Status Summary (ICS-209) Form

ALASKA INCIDENT STATUS SUMMARY (ICS-209) FORM						
1: Date	2: Time	3: Initial	Update	Final	4: Incident Number	5: Incident Name
6: Incident Kind/Strategy		7: Start Date	Time	8: Cause	9: Incident Commander	10: Incident Command Organization
11: State-Unit	12: County		13: Latitude and Longitude Lat: Long: Ownership at Origin:		14: Short Location Description (in reference to nearest town):	
15: Size/Area Involved	16: % Contained or MMA	17: Expected Containment Date:		18: Line to Build	19: Estimated Costs to Date	20: Declared Controlled Date: Time:
21: Injuries this Reporting Period:		22: Injuries to Date:	23: Fatalities	24: Structure Information		
				Type of Structure	# Threatened	# Damaged
				# Destroyed		
				Residence		
				Commercial Property		
				Outbuilding/Other		
25: Threat to Human Life/Safety: Evacuation(s) in progress ---- No evacuation(s) imminent -- Potential future threat ----- No likely threat -----						
26: Projected incident movement/spread in 12, 24, 48 and 72 hour time frames: 12 hours: 24 hours: 48 hours: 72 hours:						
27: Values at Risk: include communities, critical infrastructure, natural and cultural resources in 12, 24, 48 and 72 hour time frames: 12 hours: 24 hours: 48 hours: 72 hours:						
28: Critical Resource Needs (amount, type, kind, and number of operational periods in priority order in 12, 24, 48 and 72 hour time frames): ex. 3 CRW1 (4); 1 HEL1 (5); 12 hours 24 hours: 48 hours: 72 hours:						

29: Major problems and concerns (control problems, social/political/economic concerns or impacts, etc.) Relate critical resources needs identified above to the Incident Action Plan.

30: Observed Weather for current operational period:
 Wind Direction: Wind Speed (mph): Peak Gusts:
 Max. Temperature: Min. Relative Humidity:

31: Fuels/Materials Involved: A drop down box with the 13 Fire Behavior Fuel Models has been added. The incident would select the predominant fuel model with the option to include additional fuels information in the text box.

32: Today's observed fire behavior (leave blank for non-fire events):

33: Significant events today (closures, evacuations, significant progress made, etc.):

34: Forecasted Weather for next operational period:
 Wind Speed (mph): Temperature:
 Wind Direction: Relative Humidity:

35: Estimated Control Date and Time:	36: Projected Final Size:	37: Estimated Final Cost:
--------------------------------------	---------------------------	---------------------------

38: Actions planned for next operational period:

39: For fire incidents, describe resistance to control in terms of:
 1. Growth Potential -
 2. Difficulty of Terrain -

40: Given the current constraints, when will the chosen management strategy succeed?

41: Projected demobilization start date:

42: Remarks:

43: Committed Resources

Agency	CRW1		CRW2		HEL1	HEL2	HEL3	ENGS		DOZR		WTDR	OVHD	Camp Crews	Total Personnel
	SR	ST	SR	ST	SR	SR	SR	SR	ST	SR	ST	SR	SR		
Total															

44: Cooperating and Assisting Agencies Not Listed Above:

Approval Information

45: Prepared by:	46: Approved by:	47: Sent to: Date:	By: Time:
------------------	------------------	-----------------------	--------------

Monthly Wildland Fire Weather/Fire Danger Outlook Form

MONTHLY WILDLAND FIRE WEATHER/FIRE DANGER OUTLOOK

1. Reporting Unit: _____

2. Date: _____

3. Potential for Serious/Critical Fire Problems:

This Coming Month	Below Normal	Normal	Above Normal
This Season	Below Normal	Normal	Above Normal

Comments: _____

4. Fire Weather Outlook: (Addresses the following factors)

Drought Conditions: _____

Precipitation Anomalies and Outlook: _____

Temperature Anomalies and Outlook: _____

5. Fuels:

Fine – Grass Stage	Green	Cured	
New Growth	Sparse	Normal	Above Normal

Live Fuel Moisture (sage, deciduous, conifer): _____

1000 Hour Dead Fuel Moisture: _____

Normal/Average Fuel Moisture for this Time of Year: _____

6. Average Fire Occurrence/Acres Burned (to date, 5 year average):

7. Actual Occurrence/Acres Burned (to date, this year): _____

8. Written Summary (The text from this summary will be used in the National Wildland Fire Outlook). (Attach to this form.)

9. Fire Outlook Map (Attach to this form.)

A Geographic Area outline map showing Areas of below normal, normal, and above normal fire potential shall be submitted, along with the Monthly Fire Weather/Fire Danger Outlook Report. The map template can be found at:

http://www.nifc.gov/news/intell_predserv_forms/national_map.html

Wildland Fire Entrapment/Fatality Initial Report Form



Complete this report for fire-related entrapment and/or fatalities. Timely reporting of wildland-related entrapments or fatalities is necessary for the rapid dissemination of accurate information to the fire management community. It will also allow fire safety and equipment specialists to quickly respond to these events as appropriate. This initial report does not replace agency reporting or investigative responsibilities, policies, or procedures. Immediately notify the National Interagency Coordination Center (NICC). Submit this written report within 24 hours—even if some data are missing—to the address given below.

NICC—National Interagency Fire Center
3833 South Development Ave.

Phone: 208-387-5400
Fax: 208-387-5414

NICC Intelligence Section
E-mail: nicc_intell@nifc.blm.gov

Submitted by: _____ Position: _____
 Agency: _____ Location: _____
 Phone: _____ E-mail: _____

1. General Information

- Date of event _____ Time _____ • Fire name, location, agency, etc. _____
- Number of personnel involved _____
- Number of: Injuries _____ Fatalities _____

2. Fatalities

- Type of accident:
 - Aircraft
 - Natural (lightning, drowning, etc.)
 - Medical (heart, stroke, heat, etc.)
 - Struck by falling object
 - Vehicle
 - Smoke
 - Entrapment
 - Other
- Where fatality/entrapment occurred:
 - Fire site
 - Incident base
 - In transit
 - Other
- Employing agency _____
- Unit name _____
- Address _____
- For further information, contact _____
- Home unit address _____
- Phone _____

Note: In the event of fatality(s), do not release name(s) until next of kin are notified.

3. Fire-Related Information

- Fuel model _____
- Temperature _____ RH _____ Wind _____ mph
- Topography _____
_____ Slope _____ %
- Fire size at the time of the incident/accident _____ acres
- Incident management type at the time of the incident/accident:
(circle one) 1 2 3 4 5
- Urban/wildland intermix? Yes No
- Cause of fire: Natural Incendiary Accidental
 Unknown

4. Entrapment Information

A situation where personnel are unexpectedly caught in a fire-behavior-related, life-threatening position where escape routes or safety zones are absent, inadequate, or have been compromised. An entrapment may or may not include deployment of a fire shelter. Note: Engine and dozer burnovers also constitute entrapments.

- Brief description of the accident _____

Entrapment Description

- Person trapped With fire shelter Without fire shelter
- Burns/smoke injuries incurred while
in fire shelter Yes No
- Burns/smoke injuries incurred while
escaping entrapment Yes No
- Burns/smoke injuries incurred while
fighting fire Yes No
- Fire shelter performed satisfactorily Yes No

- Fire shelter was available, but not used Yes No

Personal Protective Equipment Used

- Fire shelter Yes No
- Gloves Yes No
- Protective pants Yes No
- Boots Yes No
- Protective shirt Yes No
- Goggles ... Yes No
- Face/neck protection Yes No
- Hardhat ... Yes No

Documentation of Length of Assignment Extension Requirements Form

Resource Extension Request Form

RESOURCE and INCIDENT INFORMATION:

Resource Name: _____

Incident Name: _____ Incident #: _____ Request #: _____

Position on Incident: _____

EXTENSION INFORMATION:

Prior to any extension consider the health, readiness and capability of the resource. The health and safety of incident personnel and resources will not be compromised under any circumstances.

Length of Extension and last work day:

Justification (Select from the list below):

- Life and property are imminently threatened,
- Suppression objectives are close to being met, or
- Replacement resources are unavailable or have not yet arrived.

REQUESTED BY* :

Incident Supervisor: _____ Incident Position: _____

1) Resource or Resource Supervisor: _____

2) Incident Commander or Deputy: _____

3) Host GACC Coordinator on Duty: _____

4) Home Unit Supervisor: _____

5) Sending GACC Coordinator on Duty: _____

6) NICC (only if National Resource): _____

***Signatures should be gathered in the order they are numbered above**

December 2011

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