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). 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 and status 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 Anchorage Dispatch Center, Anchorage

Kenai Interagency Dispatch Center, Soldotna
Alaska Division of Forestry Kenai-Kodiak Area Office

USFS Tongass National Forest Dispatch, Ketchikan
USFS Tongass National Forest Dispatch, Sitka
USFS Chugach National Forest Dispatch, Anchorage

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

Agency Resource Providers in Alaska
U.S. Forest Service (USFS)
Region 10
Chugach National Forest (CGF)
Tongass National Forest (TNF)
U.S. Department of Interior (USDOI)
Bureau of Indian Affairs (BIA)
Alaska Region 1

2014 Alaska Interagency Mobilization Guide
Placing Requests with AICC

Resource order requests can be submitted to AICC by the AFS, DOF, and USFS when they are unable to meet incident resource needs internally or through other providers within their dispatch jurisdiction. See Chapter 20, Ordering Procedures for resource ordering channels in Alaska.

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

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.

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

Diagram 20A - National Ordering Channels

```
INCIDENT
  ↙
  DISPATCH CENTER
  ↙
GEOGRAPHIC AREA COORDINATION CENTER
  ↙
NATIONAL INTERAGENCY COORDINATION CENTER
  ↙
GEOGRAPHIC AREA COORDINATION CENTER
  ↙
 DISPATCH CENTER
  ↙
SENDING AGENCY
```
Diagram 20B – Alaska Ordering Channels

Incident

Federal Agencies

State of Alaska

State Logistics Center

Alaska Interagency Coordination Center

National Interagency Coordination Center

Support to Border Fires
Refer to the National Interagency Mobilization Guide and Chapter 40 of this guide for additional information.

Mobilization & Demobilization
Travel information for resources will be transmitted using the ROSS Travel function. Each travel segment will identify mode of travel, carrier(s) name with flight number(s), departure and arrival locations with estimated departure time and estimated arrival time (ETD/ETA) using the local time and time zone.

Individual travelers must relay their travel arrangements to their dispatch center for entry into ROSS.

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

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

Alaska Division of Forestry (DOF)
State of Alaska wildland fire specific cost coding is divided into activities:

- Preparedness 73XXXXX
- Suppression 73XXXXXX
- DOF/AFS reimbursable code 73X31XXX
- DOF/AFS reimbursable code: 73X32XXX
- State non-incident support: 73X33XXX
- Non-Suppression reimbursable projects: 73X34XXX
- Canadian/Northwest Compact requests: 73X35XXX
- Reimbursable support to USFS: 73X37XXX
- Canadian/Northwest Compact support: 73X38XXX

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

### Overhead and Crews

Alaska accepts personnel resource order requests for the following categories:

- **C** = Crews (by type)
- **O** = Overhead (by position title)

Alaska does not utilize the IA (initial attack) category for Smokejumpers. Refer to Chapter 20, Ordering Tactical Resources of this guide for ordering procedures.

Requests will be processed as “Fully Qualified” unless “Trainee Acceptable” or “Trainee Required” is selected in ROSS. The NWCG qualifications and fitness standards apply for all positions unless an agency specifies additional requirements. Units filling requests are responsible for ensuring that all performance criteria are met.

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

The AFS Fire Operations Duty Office is the point of contact for mobilization and demobilization through Ft Wainwright of all Overhead and Crews.

Refer to the National Interagency Mobilization Guide.

### BLM Alaska Fire Service (AFS) Requests

AFS Zones, if unable to fill resource needs internally, will place requests directly to AICC. If federal or state resources are not available (including EFF/ADs) within Alaska, AICC will place the request(s) with NICC.

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

### State of Alaska Division of Forestry (DOF) Requests

The State Logistics Center (SLC) is the state coordination center for DOF. They provide the coordination of incident resource mobilization within the state system. State of Alaska Division of Forestry Area offices will place requests for resources with SLC. If SLC is unable to fill the
request from within their dispatch jurisdiction, they will place the request with AICC. AICC will fill the request with federal resources from within Alaska or place it with NICC if none are available within the region.

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

U.S. Forest Service (USFS) Requests
If U.S. Forest Service is unable to fill the request from within their dispatch jurisdiction, they will place the request with AICC. AICC will process the request within Alaska through normal dispatch channels or place it with NICC if unable to fill within Alaska.

Refer to Chapter 20, Ordering Procedures, Diagram 20B of this guide.

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

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

Overhead Name Requests
Nationally, name requests for suppression or all-hazard incidents should be rare and are appropriate only for highly specialized positions or to meet specific agency objectives (name requests between state agencies, requests using budgeted, non-suppression or severity funding, etc.). The ordering unit must confirm availability and qualifications for the individual being requested prior to placing the request.

Refer to the National Interagency Mobilization Guide.

Technical Specialist Requests
A detailed description of position parameters is required in the ‘special needs’ block in ROSS for “Technical Specialist (THSP)” requests to be processed.

AFS Allocation of Forces (AOF) – Dispatch & Development Priority List
The AFS Allocation of Forces identifies a target number of qualified personnel to fill Command and General Staff, Unit Leaders and Officers on Alaska Incident Management Teams. Positions are also identified for Prescribed Fire Management. The AOF will consider all AFS and non-AFS BLM personnel for qualified and targeted positions. All operating procedures will be applied equally to AFS and non-AFS BLM personnel.

The Interagency AOF Fire Position Assessment, Development Priorities and IMT Nominations are submitted to the AWFCG Fire Operations Committee annually. The AWFCG Fire 2014 Alaska Interagency Mobilization Guide
Operations Committee will determine individual placement and prioritization of IMT primary alternate and trainee positions.

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

For guidance on specific federal travel and time related issues refer to the National Interagency Mobilization Guide and the Interagency Incident Business Management Guide. For guidance on specific State of Alaska travel and time related issues, refer to the DOF Alaska Incident Business Management Handbook.

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

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

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

Interagency Fire Use Modules
Refer to the National Interagency Mobilization Guide.

Communications Coordinator
A Communications Coordinator will be activated by AICC at Alaska Preparedness Level 4 or as deemed necessary for safety. This position will report to the AICC Center Manager and provide statewide personnel, frequency, equipment and supply management. The position will be placed on an AICC order and requested through normal dispatch channels.

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

Standard NWS equipment mobilized with an IMET includes: laptop computer, printer, mobile satellite setup and setup tools, cellular telephone, agency or rental vehicle appropriate for off-pavement use and miscellaneous office supplies.

Refer to the National Interagency Mobilization Guide.
Chapter 20

Administrative Procedures

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

National Incident Management Teams
Interagency Incident Management Teams (IMT)
Refer to Chapter 60 of this guide for the Alaska Area IMT guidelines.

National Area Command Team
Refer to the National Interagency Mobilization Guide.

National Park Service All-Hazard IMT
Refer to the National Interagency Mobilization Guide.

National Incident Management Organization Team (NIMO)
Refer to the National Interagency Mobilization Guide.

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

Refer to the National Interagency Mobilization Guide.

Administrative Payment Team (APT)
Refer to the National Interagency Mobilization Guide.

Burned Area Emergency Response Team (BAER)
Refer to the National Interagency Mobilization Guide.

Critical Incident Stress Debriefing Team (CIST)
Stress debriefing personnel and teams are available within Alaska and are ordered through established dispatch channels.

National Fire Prevention and Education Team
Refer to the National Interagency Mobilization Guide.

Wildland Fire and Aviation Safety Team (FAST)
Refer to the National Interagency Mobilization Guide.

Aviation Safety Assistance Team (ASAT)
Refer to the National Interagency Mobilization Guide.

Alaska Fire Medic Program
The Alaska Fire Medic Program (FMP) provides on-incident medical support. The State of Alaska DOF and AFS cosponsor the Alaska Fire Medic Program. The program, consisting of
medical kits and Emergency Medical Technicians (EMTs), is coordinated by the FMP Coordinator, an AFS Safety and Occupational Health Specialist.

Fire Medics are ordered as single resource Overhead requests. The AICC Overhead and Crew desk will process all requests for medical personnel.

**Emergency Medical Technician (EMT)**

FMP resources are the primary pool for all EMT requests placed with AICC. AICC will inform the FMP Coordinator of all EMT requests. The FMP Coordinator will identify a qualified DOF (EFF) or AFS (AD) resource for mobilization if available. If unavailable, the FMP Coordinator will notify AICC, and AICC will process the request through normal dispatch channels.

**Wildland Fire Investigator (INVF)**

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

**Crews**

**Type 1 Crews**

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

Current Type 1 crew status information is provided on the AICC website (see *Informative Links* page at the end of Chapter 20 of this guide).

**Type 2IA Crews**

There are currently five designated agency Type 2IA crews in Alaska. Three crews are sponsored by the State of Alaska (DOF), and one crew is sponsored by USFS. These crews are not included in the Alaska Type 2 EFF/AD crew rotation list. All Type 2IA crews may be utilized within their host area and for initial attack response. The DOF sponsored Type 2IA crews are statewide resources and may be reassigned to higher priority fires by the DOF Fire Operations Forester or AICC.

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

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

Current Type 2IA crew status information is provided on the AICC website (see *Informative Links* page at the end of Chapter 20 of this guide).

**Type 2 Interagency/Agency Crews**

Type 2 crews composed of personnel from one or more agencies may be assembled for dispatch within or outside of Alaska. The host agency for the interagency crew and the dispatch center
for coordinating the mobilization, rostering and dispatching will be identified at the time of dispatch processing. Type 2 interagency crews are not included in the Alaska Type 2 crew rotation.

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

**Type 2 EFF/AD Crews**

Type 2 EFF/AD crews are classified as either designated or undesignated. The number of designated crews is based on historical use statewide. There are currently 42 village/communities identified in the Interagency Type 2 EFF Crew Source List. Undesignated Type 2 EFF/AD crews are not considered shared statewide resources, and can only be mobilized within their local area; they cannot be mobilized out of state. AFS zones and DOF areas can hire and release designated and undesignated Type 2 crews within their units as needed. Designated crews will be requested through normal dispatch channels if local resources are not available. When a request is received by AICC, the next available crew from the Alaska Type 2 Crew Rotation List will be mobilized. Situations may arise that require deviation from the rotation list i.e. weather and timeframes.

The Alaska Type 2 Crew Rotation List is maintained by AICC Intelligence. AICC must be notified immediately via TTY of any crew hire, reassignment and release. The rotation list is available on the AICC website (see Informative Links page at the end of Chapter 20 of this guide).

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

**Assignments within Alaska**

For mobilization within Alaska, Type 2 EFF crews will consist of 18-20 personnel: one crew boss, 3 squad bosses, 0-4 sawyers and 10-16 crew members and/or trainees.

**Assignments Outside of Alaska**

Type 2 EFF crews are typically mobilized to the Lower 48 in groups of five using large transport aircraft arranged through NICC. Crews mobilized to assignments outside of Alaska consist of 20 personnel: 1 crew representative (CREP), 1 crew boss, 3 squad bosses, 0-4 sawyers, 9-15 crew members and/or trainees. Additionally, an interagency resource representative (IARR) and a crew administrative representative (CAR) will be assigned by AICC to each group of crews travelling together to facilitate the interaction with incident management teams and dispatch centers in all matters pertaining to the crews. CREPs, the IARR and the CAR are all ordered on a support Overhead order by AICC – they are not assigned to the incident. The IARR reports to the AICC Center Manager. The standard L-48 Type 2 crew length of assignment is 14 days, exclusive of travel from and to the home unit. Assignment extensions, based on necessitating circumstances or transportation requirements, may be approved by the AICC Manager in conjunction with the FMO(s) from the crew’s respective unit(s). Crews will be rostered in ROSS for assignments outside of Alaska.
**EFF Crew Gear**

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

**Equipment and Supplies**

**Equipment/Supply Mobilization**

Refer to the *National Interagency Mobilization Guide* for examples of equipment and supply resources. Equipment and Supply requests will be processed using ROSS. Refer to the *Alaska Interagency Catalog of Fire Supplies and Equipment* for a list of supply items stocked in the Alaska Incident Support Cache (AKK) and the State Forestry Fire Warehouse (SFK).

**Equipment/Supply Demobilization**

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

**National Interagency Support Cache Ordering Procedures**

Refer to the *National Interagency Mobilization Guide*.

**NFES Items in Short Supply**

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

Refer to the *National Interagency Mobilization Guide*.

**Field Office Replenishment during Fire Season**

Refer to the *National Interagency Mobilization Guide*.

**Field Office Replenishment Outside of Fire Season**

Refer to the *National Interagency Mobilization Guide*.

**Incident Replacement of NFES Items**

Refer to the *National Interagency Mobilization Guide*.

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

Refer to the *National Interagency Mobilization Guide*.

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

Refer to the *National Interagency Mobilization Guide*.

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

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

Supply requests for NIRSC radio systems and kits, AFS radio systems and kits, AFS incident laptop computers, and RAWS will be placed to AICC. AFS zone and USFS dispatch offices will place requests for other cache supply items directly to the AKK, excluding items with paracargo as the desired delivery method. See *Paracargo Delivery of Supplies and Equipment* for paracargo ordering procedures. All requests must include a BLM cost code.
AKK will arrange vehicles to mobilize or demobilize cache supplies. An equipment “E” request is not required unless the vehicle will be kept at the incident.

**DOF Cache Ordering Procedures**

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

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

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

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

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

**Radio Mobilization**

Refer to the *National Interagency Mobilization Guide*.

**Radio Demobilization**

Refer to the *National Interagency Mobilization Guide*.

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

Refer to Chapter 70 of this guide.

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

Refer to Chapter 70 of this guide.

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

Refer to the *National Interagency Mobilization Guide*.

**Alaska Commissary**

The Incident Agency is responsible for providing direction regarding availability of commissary and agency-specific requirements regarding commissary items and documentation. Refer to the *Alaska Emergency Firefighter Type 2 Crew Management Guide* for additional information.

**Paracargo Delivery of Supplies and Equipment**

Refer to the *AICC Tactical Resources* section of this chapter for information regarding paracargo in support of smokejumper initial attack.
The Alaska Smokejumper Paracargo (PC) program can be utilized to deliver equipment and supplies to incidents throughout Alaska. AFS Zone Dispatch offices, SLC and the USFS may place supply and/or equipment requests to AICC requesting paracargo delivery from Ft. Wainwright.

A paracargo request must include:

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

Paracargo chute caches are maintained in Ft. Yukon, Palmer, Galena and McGrath.

Alaska Interagency Wildland Fire Medic Program

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

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

Fresh Food Boxes

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

Aircraft

Aviation resource usage covered within this guide includes preparedness activities, supporting emergency and burned area rehabilitation projects, and prescribed fire. Non-incident resource use between different agencies will require an OAS billee code for flight time and fuel (if OAS fuel) or a reimbursable agreement to cover costs. All federal resource related projects must have a reimbursable charge code. Refer to local aviation policy/procedures for non-incident related aviation direction. All aviation operations shall be conducted in compliance with agency policy. Refer to the BLM Alaska State Aviation Plan, DOF Policy and Procedures Manual Chapter 2600 or USFS Manual 5700.

Incident Aircraft Use and Mobilization

Areas, Zones, and Forests hire local fixed wing aircraft through their respective established agency aviation procurement procedures. When they cannot meet aircraft needs locally, requests will be processed through normal dispatch channels. All aircraft will be requested using the Aircraft “A” catalog in ROSS. See AICC Tactical Resources section of this chapter for additional information on tactical aircraft mobilization.
Chapter 20

Pilot and Aircraft Requirements

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

Aircraft Carding

All aircraft are required to have a current and appropriately endorsed interagency Aircraft Data Card 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 OAS-47 EDP, in lieu of the Aircraft Data Card, available for inspection.

Pilot Carding

Every pilot must possess a current Interagency Airplane or Helicopter Pilot Qualification Card authorizing him/her to fly the specific type of mission being requested and for the specific type of aircraft being used for the mission. Operators authorized under Part 121 are exempt from specific pilot carding for point-to-point missions.

Aircraft Sources

Government-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 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 OAS 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.

Military Aircraft

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

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

Flight Management Procedures
Definitions
Tactical Flight – Flight to deliver initial attack resources to a fire, to provide reconnaissance for an existing fire, to search for new fires, to train flight crews and other personnel for these types of missions, or to preposition initial attack forces. Tactical flights include:

- Aircraft delivering smokejumpers, retardant, or initial attack personnel to a fire
- Air attack or lead plane operations
- Pre-positioning smokejumpers, retardant, air attack, or aerial supervision aircraft
- Smokejumper, retardant, or helitack training flights
- Fire detection flights
- Fire reconnaissance flights
- Paracargo flights in support of initial attack operations

Logistics Flight - Any flight that is not tactical in nature including:

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

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

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

Refer to the National Interagency Mobilization Guide for national standards.

Flight Ordering, Following, and Resource Tracking Procedures for Tactical Flights
See Chapter 20, AICC Tactical Resources section of this guide.

Flight Ordering, Scheduling, Following, and Resource Tracking Procedures for Logistics Flights
These procedures apply to all logistics flights (including administrative flights) except for:
• Aircraft transporting government passengers flying as ticketed passengers on scheduled commercial airlines
• Aircraft transporting government cargo shipped as air freight on a certified air carrier

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

ROSS requests for some AICC dispatched aircraft are placed as “!Aircraft Service – Not in Catalog (SEE DOC)”. These aircraft may include jumpships and logistics aircraft. Consult with the AICC Aircraft desk to determine the appropriate catalog item to be ordered.

A separate Aircraft resource order is not required if the sole purpose of the mission is to transport personnel, supplies or equipment that have already been requested on a resource order. In such a case, a notation should be added to the original request asking the office filling the order to provide transportation. The filling office should create an Aircraft request as a support request for the transportation.

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

• Type of aircraft
• Tail number of aircraft
• Estimated time of departure
• Destination(s)/Route of flight
• Number of people (including flight crew) on board
• Amount of usable fuel (measured in hours of flight time)
• Estimated time en route
• Purpose of flight

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

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

Agency Dispatch Flight Following – Automated Flight Following (AFF) and Radio Check-in:
Regardless of method, prior to, or as soon as possible after takeoff, the following information should be relayed to dispatch:

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

The dispatcher communicating with the aircraft will transmit the above information by TTY (primary method) to the scheduling office, any enroute dispatch offices, and the destination dispatch office. If utilizing AFF, the dispatcher will verify to the pilot that the aircraft is positive on AFF. If not positive, radio check-ins will be utilized until a signal is established.

Satellite-based tracking systems (ex: AFF, Spidertracks, Flight Tracker, and others) are now a requirement in all exclusive-use aircraft contracts and under federal ARA and On-call contracts. AFF is the preferred method of flight following for exclusive-use contract and fleet aircraft for DOF and BLM. In Alaska, the USFS uses it as a secondary aid to radio check-ins. Refer to the National Interagency Mobilization Guide, Chapter 20 for additional information.

Unless utilizing AFF, pilots of all BLM logistics aircraft must contact a dispatch office at least once every 60 minutes, relaying a position report to that office. DOF policy dictates 30 minute check ins. Position reports will include current position of the aircraft (latitude/longitude coordinates) and any other updates or changes to the flight plan. When following via AFF, dispatchers will utilize the program to obtain this information. Landing reports are required for both radio check-ins and AFF and will include the actual time of arrival and the estimated time on the ground. As outlined above, the dispatcher flight following the aircraft will transmit both position reports and landing information as a TTY message to all involved offices.

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

FAA VFR or IFR Flight Following

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

- **VFR flight plan** - Dispatch will be contacted prior to departure and as soon as practical after landing. Aircraft must check in with FAA Flight Service Station (FSS) at least once every 60 minutes. FSS will relay position reports, on a workload permitting basis, to a dispatch office. The pilot and/or Flight Manager are responsible for check-ins regardless of whether the FAA can accommodate a relay request.

- **IFR flight plan** – Aircraft must adhere to position reporting procedures required by the FAA.

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

See individual agency aviation policy for expanded information on flight following procedures. BLM Alaska State Aviation Plan, DOF Policy and Procedures Manual Chapter 2600 or USFS Manual 5700.
Interstate Flights
It is the responsibility of SLC, AICC and NICC to flight-follow all aircraft traveling between Alaska and the contiguous states. Any aircraft departing Alaska en route to the Lower 48 will flight-follow with AICC while within the state. After leaving Alaska, the aircraft will flight-follow with NICC. Conversely, any aircraft traveling from the Lower 48 to Alaska will flight-follow with NICC until entering Alaska, after which time it will flight-follow with AICC.

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

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

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

SLC: (907) 451-2681 commercial

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

Airborne Thermal Infrared (IR) Fire Mapping
There are no infrared equipped aircraft based in the Alaska Region. Any order for an IR aircraft will be placed from AICC to NICC (refer to the National Interagency Mobilization Guide). When the order is filled, an aircraft will be assigned to AICC. AICC will order an IR interpreter (IRIN) at the same time as the aircraft.

Additionally there may be means to provide IR mapping through satellite imagery via the National Infrared Operations.

Requesting an IR Mission
Typically, if in the state, all infrared aircraft will be assigned to the AICC Intelligence section. IR priorities will be established by the IRIN or AICC. Any unit needing IR mapping must place an “A” request in ROSS by 1600 for it to occur that evening. The scanner request is now entered into the National Infrared Operations (NIROPS) website at http://nirops.fs.fed.us/. Both the NIROPS request and the ROSS request are required.

If no aircraft is available in state but satellite imagery is available through NIROPS, both the ROSS request and the NIROPS request are due at AICC by 1230.

Lead Planes
See Chapter 20, AICC Tactical Resources and Chapter 80, Aircraft

Aerial Supervision Modules (ASM)
See Chapter 20, AICC Tactical Resources and Chapter 80, Aircraft

Air Tactical and Reconnaissance Aircraft
See Chapter 20, AICC Tactical Resources and Chapter 80, Aircraft
Large Transport Aircraft
AICC will be the point of contact for large passenger transport needs and will place requests to NICC for such aircraft.

Refer to the National Interagency Mobilization Guide.

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

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

DOF
All orders for helicopters not already assigned to the ordering area will be forwarded through normal dispatch channels to SLC. If SLC is unable either to assign a DOF-controlled helicopter or to procure an approved helicopter to fill the order, SLC will forward the order to AICC to fill. SLC 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, the ROSS request and a completed TFR Request Form should be placed to AICC for processing.

**DOF**
TFR requests will be processed by the SLC Aircraft Desk. The TFR Request form should be completed and accompany the respective order. SLC 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:

<table>
<thead>
<tr>
<th>Eielson Range Control</th>
<th>(907) 377-3125/(800) 758-8723</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eielson Range Control Frequency</td>
<td>125.3 VHF-AM</td>
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<table>
<thead>
<tr>
<th>Section</th>
<th>Location</th>
<th>Contact Number</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ft Wainwright Range Control</td>
<td>(907) 353-1266/1247</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Ft Wainwright Range Control Frequency</td>
<td>117.2 VHF-AM</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Ft. Greely Range Control</td>
<td>(907) 873-4714/4715</td>
<td></td>
</tr>
<tr>
<td>South:</td>
<td>Elmendorf 3rd Wing Scheduling</td>
<td>(907) 552-1198/2406</td>
<td>117.2 VHF-AM</td>
</tr>
<tr>
<td>7</td>
<td>Elmendorf 3rd Wing Tower Frequency</td>
<td>127.2 VHF-AM</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Ft Richardson Range Control</td>
<td>(907) 384-6230/6232</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Ft Richardson Range Control Frequency</td>
<td>134.5 VHF-AM</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>FAA Anchorage Control</td>
<td>(907) 269-1108</td>
<td></td>
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<tr>
<td>11</td>
<td>FAA Anchorage Approach</td>
<td>118.6 VHF-AM</td>
<td></td>
</tr>
</tbody>
</table>

**Military Training Routes**

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

**Other Airspace Closures**

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

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

**Airspace Conflicts**

Refer to the *Interagency Airspace Coordination Guide*.

**FAA Temporary Control Tower Operations**

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

**Configuration**

In Alaska, a temporary control tower consists of:

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

**Supplied By Incident**

The incident is required to supply the following:

- A shelter with nearby restroom facilities and a view of the entire airport.
- A power source or fuel for engine generator.
- Base station(s) and/or handheld radio(s) if not provided by FAA.
- At least one phone line.
- Support equipment such as binoculars, pens, and note pads, etc. and weather observation instruments (wind socks, altimeter, thermometer, compass, and anemometer).
- Lodging and food for the Controllers.
Ordering Procedures
All temporary control towers will be ordered as an Aircraft request in ROSS from the requesting Zone/Area to AICC. An FAA Temporary Tower Request Form must be filled out and submitted as well. AICC will coordinate directly with either the Airspace Coordinator, or the FAA if there is no Airspace Coordinator assigned to AICC. AICC will also provide transportation for the equipment and staff to the incident. Once released, the incident will provide return travel for the staff and equipment.

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

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 14 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. There is also a User Guide. See the Informative Links page at the end of Chapter 20 of this guide.

Also refer to the National Interagency Mobilization Guide.

**Alaska ICS-209 Requirements for Wildfires**

The ICS-209 is used to report large wildfires or fires that have a significant resource commitment. The form is a Fire and Aviation management (FAMWEB) application known as the “209 Program” and is located on the FAMWEB internet site. Specific instructions for entering ICS-209 data using the program are located in the User’s Guide. See the Informative Links page at the end of Chapter 20 of this guide.

ICS-209s should be submitted as required by the National Interagency Mobilization Guide. Large fires are classified as 100 acres or larger in timber fuel types, 300 acres or larger in grass or brush fuel types, or when a Type 1 or 2 Incident Management Team is assigned. A report should be submitted daily until the incident is contained.

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

AICC may also request ICS-209s for other fires not covered by the above criteria as determined by the Predictive Services section. Alaska ICS-209s should be submitted by 10:00 pm (2200 hrs.) ADT.

**Alaska Interagency Situation Report**

AICC Intelligence produces a daily situation report from April 1st to September 30th. Statewide incident information for wildland and prescribed fires is assembled from the DOF Fire Reporting System, the AFS night reporting system, USFS night reports, and Incident Status Summaries. The Alaska Situation Report is posted on the AICC website by 8 am (0800 hrs) each day.

**Prescribed Fire Reporting**

Prescribed fire information is assembled from the DOF Fire Reporting System, the AFS night reporting system, and USFS night reports. These prescribed fires are included in the Alaska Situation Report, as well as the national IMSR. It is the responsibility of the Agency conducting the burning to submit daily prescribed fire reports to their respective local dispatch center, which will forward the information to AICC Intelligence through normal dispatch channels.

The information provided should cover the following points:

- Responsible agency for prescribed burn
- Location: Latitude/Longitude
- Size involved
- Owner
- Resources committed
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- Duration of burn
- Short narrative

**Incident Management Teams**

**IMT Incident Reporting**

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

- ICS-209 entry
- Map to command post and camp
- Phone numbers for the team members and ICP
- Map detailing the initial perimeter of the fire
- Incident Action Plan
- Wildland Fire Situation Analysis Decision Support System (WFDS)

This information should be faxed to: (907) 356-5678 or emailed to: BLM_AK_ACCINT_dispatch@blm.gov.

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

Refer to the *National Interagency Mobilization Guide*.

**Alaska Type 2 Crew Rotation**

The AICC Intelligence section manages the Alaska Type 2 Crew Rotation list. The rotation list is posted on the AICC website. The crew rotation list is utilized exclusively for Alaska Type 2 EFF/AD crews and is updated as crews are assigned to an incident and as they are released.

AICC Intelligence must be notified immediately via TTY of any crew hire, reassignment, or release. Release times need to reflect the time the crew is returned to the point of hire (village or home unit): the time that the plane lands or bus arrives. (We want to see times like 1057 and 1113, please do not just round to the nearest hour.) When larger fires are releasing crews, many may show the same release time on their Time Sheets. More precise times may be needed to differentiate which crew returns first to the rotation list.

DOF Area dispatch centers place crew orders to SLC when they cannot fill an order with their Area crews. SLC then places the order to AICC, and the order is filled from the Alaska Type 2 Crew Rotation list.

AFS Zone dispatch centers place crew orders to AICC when they cannot fill an order with their Zone crews, and the order is filled from the rotation list.

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

- AFS Zones and State Areas may use the crews within their Zones or Areas according to Zone or Area policy.
- For other than Initial Attack, orders for crews from outside a Zone or Area will be placed to AICC via established dispatch channels, and AICC will use the Alaska Type 2 Crew Rotation list to fill the requests.
- The crew rotation policy applies to crews that are hired for use as a Type 2 crew on a fire, preposition, support or severity order.
• A partial crew that is hired for Initial Attack, Standby or Camp Crew is not considered to be an EFF Crew.

• The following factors may periodically prevent the normal rotation of crews:
  o availability of transportation
  o poor weather conditions
  o prior notice of crew unavailability
  o village/community obligation to other activities such as fishing, construction, etc.
  o closer proximity of other villages/communities to the fire or staging area during critical fire behavior situations
  o amount of fire activity in the state
  o time restrictions
  o associated costs

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

• AICC Intelligence is notified by the Zone or Area dispatch of the date, time, resource order number, and request number for all crew hires, reassignments and releases via the TTY.

• A crew is rotated to the bottom of the Alaska Type 2 Crew Rotation list when the crew arrives home from a fire assignment if the crew has been in pay status for three or more shifts. Their position on the list is dependent on the date and arrival time of the crew at their home community. If the crew has not been in pay status for three or more shifts, they retain their original position on the list.

• Crews are rotated regardless of whether they are hired for Zone or Area use, or are hired for use outside of a Zone or Area, if they are assigned to a fire for three or more shifts.

• If there are disputes over whether a crew should be rotated, the Zone/Area Fire Management Officer will make the final decision.

More information about Alaska Type 2 Crew Rotation list crews can be found in the Overhead/Crews section of Chapter 20.

Agency Sponsored Type 1 and Type 2IA Crews

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

• Incidents will advise their supporting dispatch organizations regarding any change in the status of their assigned Type 1 and Type 2IA crews. This information is expected to be relayed from the Incident to their responsible dispatch in a timely manner.

• Each time crew status changes, the appropriate dispatch organization will provide updated information to AICC Intelligence via the TTY. Changes include days off, assignments and releases, unavailability or any other status changes.

Weather

Predictive Services Outlooks

These products are located on the AICC website.
7 Day Significant Fire Potential Outlook

Fire potential is influenced by a combination of fuel dryness, weather, ignition triggers, and resource capability. This product uses each of these individual factors to forecast areas of significant fire potential. Alaska is divided into 21 Predictive Services Areas, or PSAs, each of which defines an area of consistent fire regime based on fire and weather history and administrative boundaries. This product includes narratives on weather, fuels, fire danger and resources.

Dryness Levels

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

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

High-Risk Events

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

This product is produced daily from the beginning of May through mid-August, though exact dates vary depending on fuel conditions, and is posted on both the National Predictive Services website and the AICC website by 11:00am (1100 hrs) each day. See the Informative Links page at the end of Chapter 20 of this guide.
Predictive Service Areas

AK00 – North Slope
AK01E - Tanana Valley East
AK01W – Tanana Valley West
AK02 - Upper Yukon Valley
AK03N - Tanana Zone North
AK03S – Tanana Zone South
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. See the Informative Links page at the end of Chapter 20 of this guide.

Refer to the National Interagency Mobilization Guide for details.

Monthly Outlook for Alaska Fire Season
This outlook is published by the first of each month, with separate maps for 1 month, 2 month, and 3-4 month. It is included in the NIFC monthly outlook and is posted to the AICC website. See the Informative Links page at the end of Chapter 20 of this guide.

Spring Outlook for Alaska Fire Season
This outlook is produced once a year and is posted at the start of May to the AICC website. The Monthly Outlook (discussed above) will provide updates to the seasonal forecast.

Fire Behavior Advisories
Fire Behavior Advisories are issued by Predictive Services when the fuels conditions become exceptionally dry with very dangerous conditions for fire fighters. They are updated every two weeks or as needed.

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 9:45 am (0945 hrs) in the Alaska Fire Service training rooms. There is a dial-in number available for those who cannot be present at the briefing. A podcast of the briefing is produced as well, and posted by early afternoon.

The briefing slides are posted to the AICC website. A backup briefing is also available on the Alaska National Weather Service Fire Weather website. See the Informative Links page at the end of Chapter 20 of this guide. Weather briefings encompass a comprehensive look at today, tomorrow and the next day’s weather, with a seven 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 10:30 am (1030 hrs) on weekdays, and 11:30 am (1130 hrs) 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.

Products Issued by National Weather Service
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.
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Coordinating Group (AWFCG), which can be found on the Alaska National Weather Service Fire Weather website. See the Informative Links page at the end of Chapter 20 of this guide.

All Area/Zone dispatch offices are responsible for notification of their local fire departments, and other cooperators and field personnel regarding any of the advisories listed below.

Red Flag Warnings and Fire Weather Watches

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

- High winds >25 mph and low RH ≤30%
- Very low humidity: RH ≤15%
- Dry thunderstorms (< 0.10” rain and ≥ 25% of the area)

When a warning or a watch is issued, it will be in the headline of the forecast. The NWS first provides notification to the AICC Predictive Services. The main contact is the AICC Meteorologist (907-356-5691), or the Intelligence Section at AICC, (907-356-5671 or 5674). In turn, Predictive Services will transmit the watch or warning on the TTY to all interested parties, with a follow-up phone call to the affected Areas or Zones. If it is after normal duty hours, the AICC Tactical Desk will receive the call, and will therefore disseminate the information over the TTY and by telephone.

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

Spot Weather Forecasts

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

Internet (primary)

On the NWS Alaska Fire Weather web page http://firewx.arh.noaa.gov/, choose “Spot Forecast Request” from the left column. Select the zone for which a spot forecast is required, then select, “Submit a new Spot Request”, and complete the information requested on the form. There are some required fields as well as four lines for observations; additional observations can be entered in “Remarks”. When the form is completed, submit the request, and call the NWS office to confirm receipt and answer any questions the forecaster may have. This will get you a better product!
If electronic submission of the Spot Forecast Request form is not possible, the completed form may be faxed to the NWS, with a follow up phone call to confirm receipt and answer any questions the forecaster may have.

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

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

Contact information for each of the NWS offices is as follows:
- Anchorage: (907) 266-5167  Fax: (907) 266-5188
- Fairbanks: (907) 458-3705  Fax: (907) 458-3703
- Juneau: (907) 790-6824  Fax: (907) 790-6827

Fire Weather Indices

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

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

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

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

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

Figure 1. CFFDRS Components

Daily CFFDRS data is located on the AICC website. See the Informative Links page at the end of Chapter 20 of this guide.

The historic database, also known as Fire Weather Indices Seasonal Tracking or “FWIST” provides a graphing application which can be adjusted to view different indices at different stations back to 1994 (depending on the site). These graphs can be used as a substitute for pocket cards, which Alaska is lacking since NFDRS indices (specifically Energy Release Component (ERC) are not calculated. During fire season, daily observed and forecast maps are posted to the AICC website. See the Informative Links page at the end of Chapter 20 of this guide.

Wildland Fire Entrapment/Fatality
Refer to the National Interagency Mobilization Guide.

National Fire Preparedness Plan
Refer to the National Interagency Mobilization Guide.
Why Preparedness Levels Are Established

Refer to the National Interagency Mobilization Guide.

Alaska Preparedness Plan

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

- Current and forecasted weather
- Wildland fire activity statewide
- Resources committed, demand for resources, and predicted demand. Types of resources include:
  - Tactical resources include smokejumpers, air tankers, air attack, and lead planes
  - Non-tactical resources include helicopters, engines, overhead, and Type 2 hand crews
- Historical high risk periods
- All hazard incident support
- Planned and ongoing prescribed fire operations

The Alaska Preparedness Plan will be managed by AICC, with direction provided by the AWFCG Operations Committee. The AICC Manager will be responsible for daily monitoring of the criteria used to establish various levels of preparedness and will determine the appropriate level of Alaska preparedness.

Preparedness Level Descriptions

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

Preparedness Level 1

No significant fire activity, most units (Zones, Areas and Forests) having low to moderate probability of ignition and low burning conditions in all fuel types. Resistance to extinguishment by initial attack forces is low.

Management Action

Zones/Areas/Forests will determine appropriate action

Responsibility

Zone/Area/Forest FMOs

Approved prescribed burning to be carried out

Responsible Land Manager

Preparedness Level 2

Multiple units experiencing fire starts or one unit experiencing multiple starts. Probability of ignition is low to moderate and burning conditions generally low to moderate in all fuel types. Resistance to extinguishment by initial attack forces is low to moderate. Mobilization of local unit resources is minimal with no shortages of tactical resources.
Management Action
Zones/Areas/Forests will determine appropriate action

Responsibility
Zone/Area/Forest FMOs

Adjust staffing level requirements as needed

All Agencies/Offices

Approved prescribed burning to be carried out

Responsible Land Manager

**Preparedness Level 3**

Multiple units experiencing fire starts and/or one project fire. Probability of ignition is high, burning conditions of moderate to high in all fuel types. Resistance to control is moderate to high, resistance to extinguishment is moderate. Up to 50 percent of non-tactical resources being mobilized, up to 75 percent of tactical resources committed to new ignitions. Existing weather pattern supporting fire activity is forecasted to remain for the next 48 hours.

Adjust staffing level requirements as needed

All Agencies/Offices

Notify AFS Management Team, DOF Operations Forester, and DOF Chief Fire & Aviation of anticipated support requirements due to current and expected fire activity.

Activate Daily Interagency Support Group Meetings

AICC Manager

Consider ordering lower 48 tactical resources

AICC Manager

Consider ordering positions to fill overhead pool

AICC Manager

Consider AICC 24-hour operations

AICC Manager

Notify AMAC Group of on-call status

AICC Manager

Activate Interagency Aviation Coordinating group

AICC Manager

Notify Interagency Fire Information Officer of on-call status

AICC Manager

Consider additional Fire Behavior Analyst at AICC

AICC Manager

Consider activating statewide Communication Coordinator

AICC Manager

Consider activating statewide Interagency Training Position Coordinator

AICC Manager

Prescribed burning to be carried out with notification to responsible protection agency

Responsible Land Manager

**Preparedness Level 4**

Multiple units experiencing fire starts and/or two project fires. Probability of ignition is high and burning conditions of high to extreme in all fuel types. Resistance to control is high to extreme and resistance to extinguishment is high. More than 50 percent of non-tactical resources are
committed; more than 75 percent of tactical resources are committed to new ignitions. Existing
weather pattern supporting fire activity is forecasted to remain for the next three to five days.

Management Action | Responsibility
---|---
Adjust staffing level requirements as needed | All Agencies/Offices
Consider ordering additional tactical resources | AFS Manager/DOF Ops
Forester
Activate Interagency Fire Information Center | AICC Manager
Activate statewide Interagency Training Position Coordinator | AICC Manager
Activate statewide Interagency Communications Coordinator | AICC Manager
Order additional Fire Behavior Analyst for AICC | AICC Manager
Activate AMAC Group, Establish Coordinator | AICC Manager or any AMAC group principal
Consider other protection options on fires in Limited protection | AMAC Group
Suspend all prescribed fire activities except those posing no significant risk | AMAC Group/Responsible Land Manager
Consider burn ban implementation | AMAC Group

**Preparedness Level 5**

Multiple units are experiencing fire starts and/or three or more project fires. Probability of
ignition is high and burning conditions of extreme in all fuel types. Resistance to control is high
to extreme and resistance to extinguishment is high. More than 75 percent of non-tactical
resources are committed; more than 75 percent of tactical resources are committed to new
ignitions. Existing weather pattern supporting fire activity is forecasted to remain for the next
three to five days.

Management Action | Responsibility
---|---
Consider suspending all prescribed fire | AMAC Group
All offices on 24-hour response capability | All Agencies/Offices

**Preparedness Level 5 to 4**

Burning conditions have moderated. Fifty percent of tactical resources are available. Favorable
weather pattern for next three to five days is forecasted.

**Preparedness Level 4 to 3**

Burning conditions are moderate. Significant demobilization of resources is occurring from
project fires. 50% of non-tactical resources are available. Higher relative humidity and lower
temperatures are forecasted in major fire areas. Favorable weather pattern for next three to five
days is forecasted.
Preparedness Level 3 to 2
Burning conditions are low to moderate. Project fires are contained and/or interagency management teams released. Mobilization is contained to local unit with no shortages of resources. Existing weather pattern supporting current fire activity is forecast to continue for the next 48 hours.

Preparedness Level 2 to 1
Burning conditions are low with no significant fire activity occurring. Existing weather pattern supporting current fire activity is forecast to continue for the next 48 hours.

National Multi-Agency Coordinating Group (NMAC) Decisions
Refer to the National Interagency Mobilization Guide.

Alaska Multi-Agency Coordinating Group
Refer to Chapter 30 of this guide for further explanation.

Follow-Up Evaluation
Refer to the National Interagency Mobilization Guide.

Mobilization Procedures for Military Assets
All mobilization of military resources will comply with the Military Use Handbook (NFES 2175). Alaska internal requests for Alaska National Guard resources are processed through State of Alaska, DNR Division of Forestry, and SLC.

Established Resource Ordering Process
Refer to the National Interagency Mobilization Guide.

Civilian Support
All other civilian support requested specifically by the military at the incident will follow established ordering procedures.

Demobilization Procedures
Refer to the National Interagency Mobilization Guide.

International Operations
Refer to the National Interagency Mobilization Guide for national policies and guidelines.

Canada
Requests for support between AFS or DOF and the Yukon Territory are administered through AICC and the Yukon Fire Control Center (YFCC) in Whitehorse, Yukon Territory. These two centers will be the focal points for coordinating all requests, assistance, and communication between Alaska and the Yukon Territory. Requests for support outside of the Yukon Territory are placed through AICC and NICC to Canada. There are agreements in effect regarding the use of Canadian resources or providing of Alaska resources to Canada. See Chapter 40 of this guide for specific details of these agreements.
AICC Tactical Resources

Fire Numbers
All wildland incidents incurring costs to suppression funds (including false alarms) are issued a unique reference number by the AICC Tactical Resource Desk. In Alaska, this three digit sequential number is commonly referred to as the “fire number”. The local managing office will assign a fire name to each incident as well for national database reporting requirements; however the three digit “fire number” is used as the primary reference within Alaska.

Requesting Fire Numbers
All fire numbers are requested individually via the TTY.

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

- Latitude and Longitude of incident origin
- Alaska Fire Management Plan protection level
- 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 Chapter 20, 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 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 “ABCD 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 Chapter 20, 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 in the following circumstances:

- One agency provides suppression assistance or support to another agency (state to federal or federal to state).
One agency provides suppression action on land, per terms of their Annual Operating Agreement, 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 shall 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 shall 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
FOR DOF DISPATCHER STAFFING GALENA DISPATCH.
GAL GLL 06/14/00 1918

**Ordering Tactical Resources**

**Ordering Tactical Resources within Alaska**

All requests for shared tactical resources within Alaska for initial attack are made to the AICC Tactical Resource Section via the TTY. Requests from ongoing incidents for tactical resource support must be made to AICC through the local dispatch office. Direct calls from incident management teams to AICC will not be accepted.

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

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

Examples:

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

REQUEST AIR ATTACK, 1 LOAD RETARDANT, AND 1 LOAD
SMOKEJUMPERS RESPOND TO FIRE 489
CONTACT I.C. CROWE ON BROWN
GAL CVH 06/14/00 1918

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

Northwest Wildland Fire Protection Agreement (Northwest Compact)
DOF can order resources for initial attack and extended operations from the Yukon Territories
under the Northwest Compact agreement. The AICC DOF Coordinator will place a resource
order directly to YFCC. Note: Canadian Lead Planes (“Bird Dogs”) and Airtankers are
dispatched in group configuration.

Orders for resources to or from Canada should contain the following information for flight
following and U.S. Customs tracking:
- Type of aircraft
- Tail number or aircraft identifier
- Departure time and place
- Destination and route
- Time en route
- Estimated time of arrival, (ETA time zone of destination)
- Souls on board (includes pilot)
- Hours of fuel on board
- Specific mission information
- Frequencies to utilize
- Names of all on board the aircraft

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

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

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

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

### Tactical Aircraft Flight Following Methods

Acceptable methods for flight following tactical aircraft include:

- Agency VFR flight plan with 30-minute radio check-in
- Agency VFR flight plan with automated flight following while maintaining the ability to resume radio or satellite phone flight following
- Active IFR flight plan while simultaneously monitoring agency dispatch radio frequencies

### Flight Plan Information

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

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

**Example:**

```
AICC TAC
TANKER 97 OFF GAL AT 1310 → FIRE 445
3 SOB 4+00 FOB 1+20 ETE
GAL MEH 07/04/09 1312
```

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

**Example:**

```
GAL
TANKER 97 IS ON FBK
AICC TAC LZL 07/11/00 1710
```

### Aerial Supervision

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

### Configuration

**Aerial Supervision Module (ASM)**

The ASM is the predominant aerial supervision configuration utilized in Alaska. An ASM consists of an Air Tactical Pilot (ATP) and Air Tactical Supervisor (ATS) in the same aircraft. Call sign utilized is “ASM” plus the national designator of the pilot (i.e. ASM A-4). Refer to the *National Interagency Mobilization Guide* for a national list of pilot designators and Chapter 60 of this guide for Alaska pilot designators.
Lead Plane
Aircraft with a lead qualified pilot. Call sign utilized is the pilots’ national designator (i.e. Lead A-4).

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

ASM or Air Attack Requirement
Air attack or lead plane shall be over the incident when:
- Two or more airtankers are over an incident
- Canadian airtankers are being used
- Retardant drops during low ambient light conditions
- When a smokejumper spotter exceeds managing more than one airtanker and any mix of 3 additional aircraft.

Lead Plane Requirement
A lead plane shall be over the incident prior to commencing airtanker operations when:
- The airtanker pilot is not carded to perform initial attack
- Operations are over congested areas (USFS requirement; BLM and DOF require a lead plane to have been 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: two Type 2 airtankers, AFS: two 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
**Smokejumpers**

Initial attack fire suppression is the priority use of smokejumpers. Dispatch of smokejumpers 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**

Upon arriving at the fire and assessing initial attack needs, the smokejumper Incident Commander may request additional supplies necessary to support initial attack suppression actions. This order is typically placed with the smokejumper spotter before the jumpship departs the fire area; the spotter will then place it with the appropriate dispatch center. Required items that can be delivered *within aircraft duty day limitations that same day the smokejumpers are deployed* will be coordinated through the AICC Tactical Resources section. Any requests for supplies to an incident beyond this timeframe will be placed through normal ordering channels; refer to Chapter 20, *Paracargo Delivery of Supplies and Equipment* for additional information.

**Demobilization of Smokejumpers**

AICC Tactical Resources Coordinator will determine the appropriate return location for smokejumpers based on current resource priorities. It is the responsibility of the ordering area or zone dispatch to coordinate demobilization of smokejumpers to Ft. Wainwright or the nearest appropriate satellite jump base.

**Search and Rescue**

The Alaska State Troopers (AST) have statutory authority and responsibility for search and rescue in Alaska. While statutory authority for search and rescue lies with the AST, this does not preclude fire management agencies in Alaska from responding to emergencies involving their respective personnel. Each local office maintains a localized search and rescue plan. Refer to the local dispatch office for more information.

The AST can and do occasionally request assistance from fire management agencies in Alaska. Each agency is responsible for determining the appropriate response, if any, on case-by-case basis, negotiating directly with the AST for reimbursement of costs if deemed necessary.

**Dispatch Forms**

Refer to the *National Interagency Mobilization Guide* for nationally used forms.
Informative Links

AICC website:
Type 2 Crew Rotation list:  http://fire.ak.blm.gov/predsvcs/resources/type2crews.php
Alaska EFF Type 2 Crew Management Guide:
AICC Situation Report:  http://fire.ak.blm.gov/content/aicc/sitreport/current.pdf
Agency Crew Status:  http://fire.ak.blm.gov/predsvcs/resources/agencycrews.php
Team information:  http://fire.ak.blm.gov/logdisp/overhead.php
Alaska Seasonal Outlook:  http://fire.ak.blm.gov/content/weather/outlooks/seasonal.pdf
Alaska Monthly Fire Potential Outlook:
http://fire.ak.blm.gov/content/weather/outlooks/monthly.pdf
Weather Briefing Slides:
http://fire.ak.blm.gov/content/weather/outlooks/Wxbrief.pdf
National 7 Day Significant Fire Outlook for Alaska:
http://psgeodata.fs.fed.us/7day/action/forecast/1
http://firewx.arh.noaa.gov/;  click on “Operating Plan” in the left column
Famweb products:
Active IQCS position codes:  http://iqcs.nwcg.gov/files/jobcodes.xlsx
National Type 1 Interagency Crews:  http://www.fs.fed.us/fire/people/hotshots/IHC_index.html
DOF Alaska Interagency Incident Business Management Handbook:
http://forestry.alaska.gov/fire/aibmh.htm