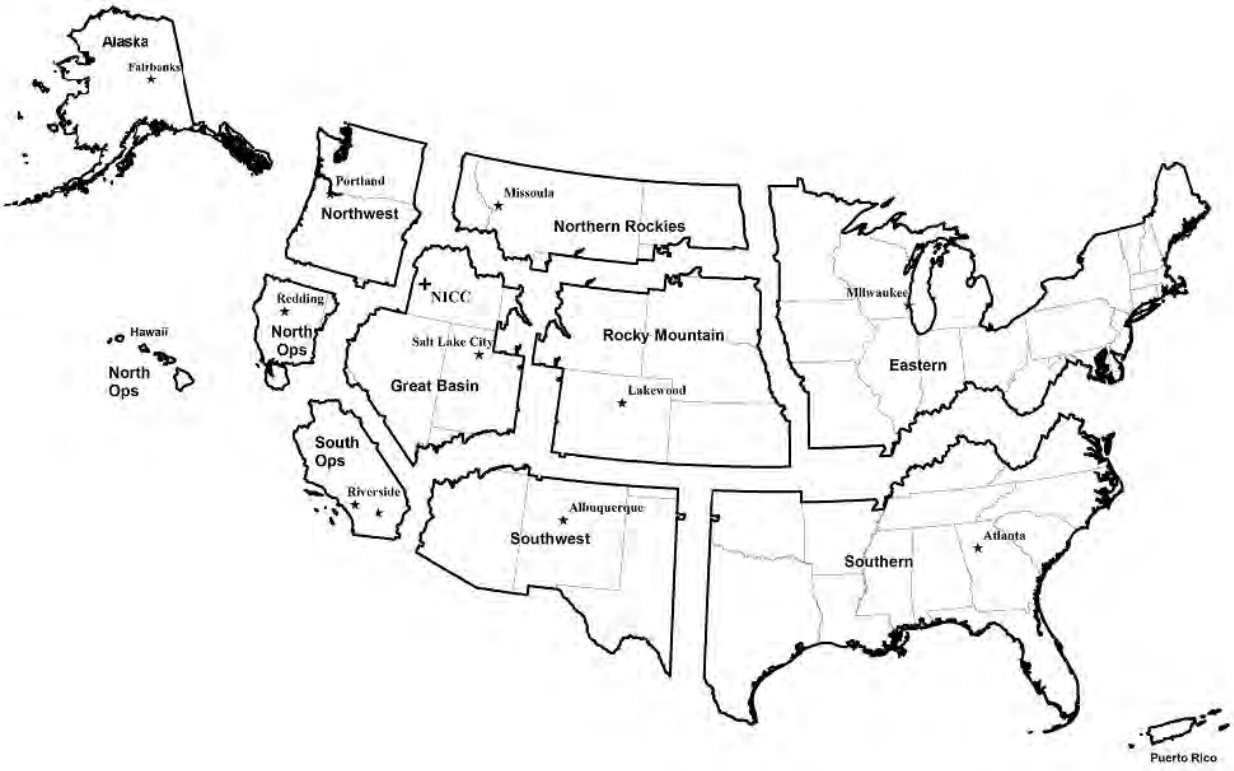
NATIONAL INTERAGENCY MOBILIZATION GUIDE

Geographic Areas



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NATIONAL INTERAGENCY FIRE CENTER

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Boise, Idaho 83705

TO: National Interagency Mobilization Guide Holders

FROM: NIFC Multi-Agency Coordinating Group

DATE: February 22, 2016

SUBJECT: 2016 National Interagency Mobilization Guide

Attached is the 2016 National Interagency Mobilization Guide. This Guide is written to reflect the interagency needs of the user and formatted to accept local inserts.

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CHAPTER 10
OBJECTIVES, POLICY, AND SCOPE OF OPERATION

Mission Statement

The principal mission of the National Interagency Coordination Center (NICC) at the National Interagency Fire Center (NIFC) is the cost effective and timely coordination of land management agency successful emergency response for wildland fire. As a partner in the National Response Framework (NRF) and as interagency cooperators, we will also meet the requirements of all-hazard incidents as directed by the NRF or Presidential and Secretarial direction. This is accomplished through planning, situation monitoring, and expediting resource orders between the Bureau of Indian Affairs (BIA) Areas, Bureau of Land Management (BLM) States, National Association of State Foresters (NASF), Fish and Wildlife Service (FWS) Regions, Forest Service (FS) Regions, National Park Service (NPS) Regions, National Weather Service (NWS) Regions, Federal Emergency Management Agency (FEMA) Regions through the United States Fire Administration (USFA) and other cooperating agencies.

The National Interagency Mobilization Guide identifies standard procedures which guide the operations of multi-agency logistical support activity throughout the coordination system. This Guide is intended to facilitate interagency dispatch coordination, ensuring the timeliest and cost effective incident support services available are provided. It is designed to accommodate amendments as needed and will be retained as current material until amended. Local Mobilization Guides should be used to supplement the National Interagency Mobilization Guide. Geographic Areas will provide NICC two (2) copies of their Mobilization Guide and will provide amendments as issued.

Total Mobility

Positioning and utilizing resources to meet existing and anticipated incident, preparedness, severity, and wildland and prescribed fire needs regardless of geographic location or agency affiliation.

Priorities

When competition for wildland fire resources occurs among Geographic Areas, the National Multi-Agency Coordination Group (NMAC) at NIFC will establish national priorities and confirm drawdown levels.

When requested, Geographic Areas will establish priorities for their incidents and wildland fires and report them to NICC.

The single overriding suppression priority is the protection of human life – both, that of our firefighters and of the public.

In setting national priorities and drawdown levels, the following criteria will be considered:

- Protecting communities and community infrastructure, other property and improvements, and natural and cultural resources.
- Maintaining initial action capability.
- Limiting costs without compromising safety.
- Meeting agency suppression objectives.
- Support to National Response Framework (NRF) tasking’s.

Local and Geographic Area Drawdown Levels and National Ready Reserve

Drawdown is the predetermined number and type of suppression resources that are required to maintain viable initial attack (IA) capability at either the local or geographic area. Drawdown resources are considered unavailable outside the local or Geographic Area for which they have been identified. Drawdown is intended to ensure adequate fire suppression capability for local and/or Geographic Area managers, and enable sound planning and preparedness at all management levels.

Although drawdown resources are considered unavailable outside the local or geographic area for which they have been identified, they may still be reallocated by the Geographic Area or National Multi-Agency Coordinating Group (NMAC) to meet higher priority obligations.

Local drawdown is established by the local unit and/or the local MAC group and implemented by the local dispatch office. The local dispatch office will notify the Geographic Area Coordination Center (GACC) of local drawdown decisions and actions.

Geographic area drawdown is established by the Geographic Area Multi-Agency Coordination Group (GMAC) and implemented by the GACC. The GACC will notify the local dispatch offices and the National Interagency Coordination Center (NICC) of Geographic Area drawdown decision and actions.

National Ready Reserve (NRR) is a means by which the NMAC identifies and readies specific categories, types and quantities of fire suppression resources in order to maintain overall national readiness during periods of actual or predicted national suppression resource scarcity.

NNR implementation responsibilities are as follows:

- NMAC establishes National Ready Reserve requirements by resource category, type and quantity.
- NICC implements NMAC intent by directing individual GACCs to place specific categories, types, and quantities of resources on National Ready Reserve.
- GACCs direct local dispatch centers and/or assigned IMTs to specifically identify resources to be placed on National Ready Reserve.
- NICC mobilizes National Ready Reserve resources through established ordering channels as necessary.

National ready reserve resources must meet the following requirements:

- May be currently assigned to ongoing incidents;
- Must be able to demobilize and be en route to the new assignment in less than 2 hours;
- Resources must have a minimum of 7 days left in 14 day rotation (extensions will not be factored in this calculation);
- May be assigned to incidents after being designated ready reserve, in coordination with NICC; and
- Designated ready reserve resources may be adjusted on a daily basis.

NMAC will adjust ready reserve requirements as needed. Furthermore, in order to maintain national surge capability, the NMAC may retain available resources within a Geographic Area, over and above the established Geographic Area drawdown level.

Scope of Operation

General

National Response Framework (NRF)

The National Response Framework (NRF) provides a comprehensive, national, all-hazards approach to domestic incident management across a spectrum of activities including prevention, protection, mitigation and recovery. The NRF identifies the Forest Service as the Primary and Coordinating agency for implementing the Emergency Support Function (ESF) #4, Firefighting with the scope of coordinating firefighting activities and providing personnel, equipment, and supplies in support of State, Tribal and local agencies involved in wildland, rural and urban firefighting operations. The NRF also identifies Department of Interior (DOI) as Primary Agency, along with United States Department of Agriculture (USDA), for implementing ESF #11, Agriculture and Natural Resources. The Forest Service and Department of Interior also have Support Agency responsibilities under all 15 Emergency Support Functions.

Activities will be accomplished utilizing established dispatch coordination concepts. The affected Geographic Area Coordination Center (GACC) will coordinate ordering points with Regional Response Coordination Centers (RRCC) and Joint Field Offices (JFO). As necessary, it will pass on to NICC at Boise, Idaho for national response and logistical support when Geographic Area resources are fully committed. In the event of national level shortages or unavailability, the National Response Coordination Centers (NRCC) through the ESF #4 Desk in Washington, DC will pursue resolution of such shortages. Requests that originate from the NRCC will be processed through the Virginia Interagency Coordination Center (VICC) in Roanoke, Virginia.

Situation and damage assessment information will be transmitted through established fire suppression intelligence channels.

In most cases, federal agencies, when requested to support the NRF, will provide base eight salaries for permanent employees. FEMA will reimburse overtime, travel, and per diem costs for all employees. Base eight salaries may be reimbursed for temporary, Administratively Determined, (AD) and State employees mobilized to assist.

Office of Foreign Disaster Assistance (OFDA)

Requests for support from foreign countries other than those countries with which the Departments of Agriculture and Interior have agreements (Canada and Mexico) and arrangements (Australia and New Zealand) will come to NIFC from the Forest Service International Programs' Disaster Assistance Support Program (DASP) through the U.S. Agency for International Development's Office of Foreign Disaster Assistance (OFDA). OFDA has the responsibility to coordinate the U.S. Government's response to international disasters. Refer to the International Emergency Assistance Response Process, Operating Plan for USDA Forest Service.

Mobilization/Demobilization

NICC will coordinate the movement of all resources across Geographic Area dispatch boundaries not covered by local operating plans or other direction found in this Guide. When it is reasonable to expect containment prior to the next operational period, dispatch centers at the local level should coordinate directly if the resources are used for initial attack on adjacent jurisdictions. If it becomes evident the incident will not be contained during the first operational period, resources mobilized will be ordered through established ordering channels.

Resource mobilization and reassignments between Northern California Operations and Southern California Operations do not require resource orders through NICC.

Units responding to NICC requests are responsible for ensuring the resources dispatched meet the criteria specified in this Guide and/or the National Wildfire Coordinating Group (NWCG) Wildland Fire Qualification System Guide (PMS 310-1).
http://www.nwcg.gov/publications/310-1

Work/Rest, Length of Assignment, and Days Off

To maintain safe and productive incident activities, incident management personnel must appropriately manage work and rest periods, assignment duration and shift length for all incident personnel.

To assist in mitigating fatigue, days off are allowed during and after assignments. If necessary to reduce fatigue, the Type 1/2 Incident Commander (IC) or Agency Administrator (AA) (incident host or home unit) may provide time off supplementary to mandatory days off requirements.

For Type 3 – 5 incidents, paid days off should be the exception. However, if necessary, the Agency Administrator (incident host or home unit) may authorize day(s) off with pay.

The IC or AA authority to grant a day off with pay lies within 5 USC 6104, 5 CFR 610.301-306, and 56 CG Decision 393 (1977).

Work/Rest Guidelines

Work/Rest Guidelines should be met on all incidents. Plan for and ensure all personnel are provided a minimum 2:1 work/rest ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest).

Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception, and no work shift should exceed 24 hours. However, in situations where this occurs, for example, initial attack, incident management personnel will resume 2:1 work/rest ratio as quickly as possible.

The intent of the guidelines is to manage fatigue and provide flexibility for ICs and AAs managing initial attack, extended attack, and large fires. The guidelines are designed to ensure that for every 2 hours of work or travel, 1 hour of time off should be provided within a 24-hour period. It does not matter when the 24-hour period starts; all time recorded on the clock is counted as hours of work; time off the clock is counted as hours of rest, including meal breaks.

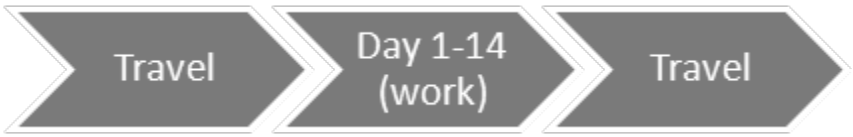
The IC or AA must justify work shifts that exceed 16 hours and those that do not meet 2:1 work/rest ratio. Justification will be documented in the daily incident records. Documentation shall include mitigation measures used to reduce fatigue.

The Work/Rest Guidelines do not apply to aircraft pilots assigned to an incident. Pilots must abide by applicable Federal Aviation Administration (FAA) guidelines, or agency policy if more restrictive.

Length of Assignment

Assignment Definition: An assignment is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit.

Length of Assignment: Standard assignment length is 14 days, exclusive of travel from and to home unit.



Time spent in staging and preposition status counts toward the 14 day limit, regardless of pay status, for all personnel, including Incident Management Teams.

Days Off: After completion of a 14 day assignment and return to the home unit, two (2) mandatory days off will be provided (2 after 14) (State regulations may preclude authorizing this for State employees). Days off must occur on the calendar days immediately following the return travel in order to be charged to the incident (5 U.S.C. 6104, 5 CFR 610. 301-306, and 56 Comp. Gen. Decision 393 (1977)). If the next day(s) upon return from an incident is/are a regular work day(s), a paid day(s) off will be authorized.

Pay entitlement, including administrative leave, for a paid day(s) off cannot be authorized on the individual's regular day(s) off at their home unit. Agencies will apply holiday pay regulations, as appropriate. A paid day off is recorded on home unit time records according to agency requirements.

Casuals (ADs) and contract resources are not entitled to paid day(s) off upon release from the incident or at their point of hire.

Home unit Agency Administrators may authorize additional day(s) off with compensation to further mitigate fatigue. If authorized, home unit program funds will be used.

All length of assignment rules apply to aviation resources, including aircraft pilots (notwithstanding the FAA and agency day off regulations).

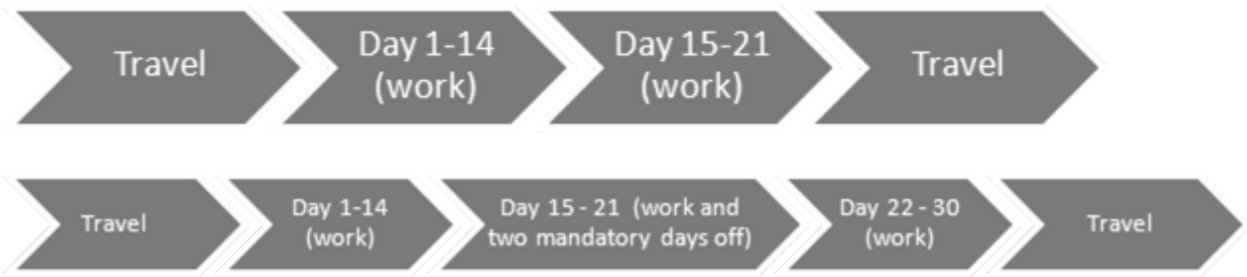
Assignment Extension

Prior to assigning incident personnel to back-to-back assignments, their health, readiness, and capability must be considered. The health and safety of incident personnel and resources will not be compromised under any circumstances. Personnel should anticipate the possibility of an extension when taking an assignment to Alaska.

Assignments may be extended when:

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

Upon completion of the standard 14 day assignment, an extension of up to an additional 14 days may be allowed (for a total of up to 30 days, inclusive of mandatory days off and exclusive of travel).



Contracts, Incident Blanket Purchase Agreements (I-BPAs) and Emergency Equipment Rental Agreements (EERAs) should be reviewed for appropriate pay requirements and length of assignment. If the contract, I-BPA or EERAs do not address this, the Incident Finance/Administration Section Chief or the procurement official should be consulted as to whether compensation for a day off is appropriate.

Single Resource/Kind Extensions

The Section Chief or Incident Commander will identify the need for assignment extension and will obtain the affected resource's concurrence. The Section Chief and affected resource will acquire and document the home unit supervisor's approval.

The Incident Commander approves the extension. If a convened Geographic or National Multi-Agency Coordinating Group (GMAC/NMAC) directs, the Incident Commander approves only after GMAC/NMAC concurrence.

If the potential exists for reassignment to another incident during the extension, the home unit supervisor and affected resource will be advised and must concur prior to reassignment.

Incident Management Team Extensions

Incident Management Team extensions are to be negotiated between the incident Agency Administrator, the Incident Commander, and the GMAC and NMAC.

A copy of the documentation should be attached to timesheets. The Assignment Extension Form can be found in Chapter 80.

Incident Operations Driving

These standards address driving by personnel actively engaged in wildland fire or all-hazard response activities, including driving while assigned to a specific incident or during initial attack fire response (includes time required to control the fire and travel to a rest location). In the absence of more restrictive agency policy, these guidelines will be followed during mobilization and demobilization as well. Individual agency driving policies shall be consulted for all other non-incident driving.

- Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty day.
- No driver will drive more than 10 hours (behind the wheel) within any duty day.
- Multiple drivers in a single vehicle may drive up to the duty day limitation provided no driver exceeds the individual driving (behind the wheel) time limitation of 10 hours.

A driver shall drive only if they have had at least 8 consecutive hours off duty before beginning a shift.

Exception to the minimum off-duty hour requirement is allowed when essential to:

- Accomplish immediate and critical suppression objectives, or
- Address immediate and critical firefighter or public safety issues.
- As stated in the current agency work/rest policy, documentation of mitigation measures used to reduce fatigue is required for drivers who exceed 16 hour work shifts. This is required regardless of whether the driver was still compliant with the 10-hour individual (behind the wheel) driving time limitations.

Initial Attack Definition

Initial Attack (IA) is a planned response to a wildfire, given the wildfire's potential fire behavior. The objective of initial attack is to stop the fire and put it out in a manner consistent with firefighter and public safety and values to be protected.

An initial attack wildfire is generally contained by resources initially dispatched, without significant augmentation of reinforcements, within two hours after initial attack, and full control is expected within the first burning period.

Dispatch centers are to inform all resources of the name of the assigned Incident Commander and all other pertinent information. All changes in Incident Command leadership will be announced to assigned and incoming resources during initial and extended attack incidents. This information should also be relayed to Fire Management staff.

Initial attack involving the commitment of resources across recognized dispatch boundaries must comply with the following guidelines:

- Resources dispatched are identified in formalized Agreements, Operating Plans, or Memoranda of Understanding and are located on/or adjacent to mutual jurisdictional wildland fire management boundaries.
- At the time it becomes evident the incident will not be contained during the first operational period, resources involved will be formally ordered through established ordering channels.

Resource Mobilization

To ensure safe and efficient mobilization of resources to incidents, resources are requested and mobilized using the Resource Ordering and Status System (ROSS). Standard interagency mobilization processes are identified within the Interagency Standards for the ROSS Operations Guide (ISROG) located at the following website:
http://www.nifc.gov/nicc/logistics/references/ISROG.pdf

NICC will not process requests for resources "after the fact." i.e., requests for resources which have mobilized to an incident prior to receiving a resource order request.

NICC will not process requests for Task Forces. In order to facilitate a timely, cost effective response to wildland fire incidents, Task Forces may be configured and mobilized locally, however requests for Task Force components will be placed as individual single resource requests through established ordering channels.

The Mobile Food & Shower Service Request Form, the Aircraft Flight Request/Schedule Form, the Infrared Aircraft Scanner Request Form, and the Preparedness/Detail Request Form are the approved forms (see chapter 80) that, when associated with a ROSS request, satisfy documentation required of resource mobilization. Responsible agency management fiscal codes must be included on each approved form.

Prior to incident mobilization, all resources will be requested, by a standard resource categorization and identified with a unique request number through established dispatch channels.

- The standard categorization system is:
  A= Aircraft

  O= Overhead

  C= Crews

  E= Equipment

  S= Supplies
- A two letter (alpha) identifier for the state in which the responsible agency is located, followed by a three or four character (alpha and/or numeric) for the responsible agency, and a unique order or incident number containing a maximum of six (6) characters (alpha and/or numeric) will make up the incident/project order number.
- Resources assigned to incidents will be identified by a two (2) letter (alpha) identifier for the State in which the resource is based, followed by a three (3) or four (4) character (alpha and/or numeric) for the sending agency. (See https://www.nifc.blm.gov/unit_id/Publish.html for list.)

Wildland Fire Entrapment/Fatality

Entrapment: A situation where personnel are unexpectedly caught in a fire behavior-related, life-threatening position, where planned escape routes or safety zones are absent, inadequate, or have been compromised. An entrapment may or may not include deployment of a fire shelter for its intended purpose. This situation may or may not result in injury. They include "near misses."

In the event that a wildland fire entrapment or fatality occurs, it should be reported immediately to NICC. A Wildland Fire Entrapment/Fatality Initial Report should be completed and mailed to NICC electronically or by fax machine within twenty-four (24) hours. Submit this report even if some data is missing. (See Chapter 80) Form is located at the following web site: http://www.nifc.gov/nicc/logistics/coord_forms.htm. Subsequent to the Initial Report, the investigation and review shall be conducted following agency specific policies and NWCG Guidelines.

National Resources

National Resources are those which have national utilization, high demand, limited availability, and unique status reporting requirements identified by NICC. They are:

- Type 1 Interagency Management Team (Type 1 & NIMO)
- National Area Command Team
- National Buying Team
- Type 1 Interagency Hotshot Crew
- Smokejumper
- National Contract Airtanker
- National Contract Lead Plane
- National Aerial Supervision Module
- Modular Airborne Firefighting System
- National Contract Type 1 and Type 2 Helicopter
- Smokejumper Aircraft
- National Contract Infrared Aircraft
- Large Transport Aircraft
- National Incident Radio Support Cache (NIRSC)
- National Contract Mobile Food Services Unit
- National Interagency Support Cache (NISC) System
- NFES Managed Items
- Incident Remote Automatic Weather Station
- National Contract Mobile Shower Facilities

Notification of Commitment of National Resources

When requested, GACCs will notify NICC and adjoining GACCs of the commitment of National Resources within their Area. Notification of national resource commitment will be obtained via ROSS notification and/or via phone call within fifteen (15) minutes of commitment when National Resources:

- Are committed internally to an incident or are no longer available for dispatch,
- Are available again,
- Have location changes, or
  - At the time 50% of the Smokejumpers at home bases are dispatched or committed.

Unable to Fill (UTF) Procedure

A 48 hour "Unable to Fill" (UTF) policy exists nationally. NICC will return requests to the ordering GACC with a "UTF" no more than 48 hours after receipt, unless notified the order can be filled. NICC will not accept or process any request previously UTF'd unless a new request number is assigned.

Standard Cubes, Weight, and Gear Policy for all Personnel

All personnel dispatched off their unit must conform to the following limitations:

- One frameless, soft pack, not to exceed 45 pounds.
- Web gear or briefcase (not both), not to exceed 20 pounds.
- Maximum allowable crew weight, including equipment, is 5,300 pounds.
- All personnel baggage weights must be displayed separately from individual weights on flight manifests.
- Pre-identified Type 1 Incident Management Team members are authorized additional weight, not to exceed 300 pounds, for equipment per team. The Incident Commander must designate, in advance, which team members are authorized additional weight and make this a matter of record.
- Excluding Smokejumpers, Rappellers, and Helicopter Managers – Refer to Chapter 20

Wildland Fire Weather Forecasts

Geographic Area Coordinating Groups will provide direction and guidance, which will ensure wildland fire weather forecasts are communicated in a timely manner to firefighters on all wildland fires.

Cost Coding

Interagency Fire and Severity Activities

The five (5) Federal agencies with Wildland Fire Management funds (BLM, BIA, NPS, FWS, and USFS) have an Interagency Agreement for Wildfire Management which provides a basis for cooperation on all aspects of wildfire activities. Included in this agreement is the direction to NOT bill for services rendered for emergency fire suppression, including severity activities.

Regardless of benefitting jurisdiction, Geographic Area Coordination Centers can preposition resources using their assigned support FireCode in advance of predicted significant wildland fire potential; to meet ongoing fire activity needs when the resource assignment is not yet known; or for resources supporting multiple incidents.

For Severity the BLM, FWS, NPS and BIA will use a four digit interagency FireCode to track and compile costs for all severity activities; the ordering office must include the word "severity" within the resource order incident name. (Information on the interagency FireCode can be found at: https://www.firecode.gov/help/User_Guide.pdf)

All wildfire suppression orders are to have a four (4) digit interagency FireCode assigned by the ordering office. Interagency dispatch procedures have been established to incorporate assigning one FireCode per incident for use by all federal wildland fire agencies.

Orders processed through NICC must have at least one of the following federal agency cost codes assigned by the ordering office. Financial codes should be consistent with the Incident Type.

Bureau of Land Management (BLM)

The BLM wildland fire management cost coding is divided into eleven (13) activities:

• Wildland Fire Preparedness	LF1000000
• Suppression Operations	LF2000000
• Severity	LF2100000
• Emergency Stabilization	LF2200000
• Hazardous Fuels:	LF3100000
• Burned Area Rehab	LF3200000
• Fire Facilities	LF3300000
• Joint Fire Science Program	LF3400000
• State Assist Suppression	LF5610000
• State Assist Preparedness	LF5710000
• Fire Reimbursable	LF6900000
• All Risk Reimbursable	LF6910000
• Fire Trespass	L53200000

Except for Wildland Fire Preparedness, a project number is required regardless of the activity code being used. The standard fund coding guidelines used for suppression, rehabilitation, and fuels activities apply. Also, note that the standard severity coding procedure of converting from the severity number to a fire number applies when dispatched to a specific fire. All fire severity numbers have been assigned under program LF2100000.HT0000.

Bureau of Indian Affairs (BIA)

The BIA wildland fire management funding is divided into seven (7) activities and various sub-activities:

Wildland Fire Preparedness	**FBMS Functional Area**
• Preparedness	AF1002020.999900
• Interagency Fire Share	AF1003030.999900
• National Programs	AF1004040.999900
• FireBert	AF1005050.999900
• Self-Governance	AF1002900.999900
• Aviation	AF1002A00.999900
• Wildland Fire Prevention	AF1002T00.999900
• Interagency Hotshot Crews	AF1002U00.999900
• Fire Ready Reserve	AF1002V00.999900

Emergency Suppression

• Suppression	AF2001010.999900
• Emergency Stabilization	AF2202020.999900
• Severity	AF2105050.999900

Construction & Deferred Maintenance

• Construction & Deferred Maintenance	AF3304000.999900
• Self-Governance	AF3302G00.999900

Burned Area Rehabilitation

- Burned Area Rehabilitation AF3202B00.999900

Fuels Management

- Fuels Management AF3102H00.999900
- Reserved Treaty Rights AF3103131.999900

Reimbursable-Wildland Fire Management

- Preparedness AF6901000.999900
- Emergency Operations AF6902000.999900
- Burned Area Emergency Rehabilitation AF6903000.999900
- Fuels Management AF6904000.999900
- All Risk Assistance AF6910000.999900
- Proceeds of Sale of Surplus Property/Equipment AF6907000.999900
- Proceeds of Sales of Surplus Property/Vehicles AF690700.999900

The Wildland Fire Management branch employs the Work Breakdown Structure (WBS) and Fire Codes (Prescribed by the Department and Congressional mandate) to facilitate funding programs. This will be accomplished through the use of FBMS accounting codes, including the following elements: Fund Code Functional Area (ABC included) Cost Center WBS Budget Object Class-Commitment Item. A NIFC example might look like: 13XA1125TRAF3102H00.60Z100 AAK4004401 261A00 WBS# AF.HFG0312W01.00000.

The WBS code will be on all obligation and expenditure documents. WBS codes must be established by the BIA-NIFC Budget Office or the Central Office. This will ensure all costs are tracked by the projects or missions.

Four digit FireCode numbers are generated by the FireCode System, used by USDA and DOI. These FireCodes are entered into the FBMS system, and used as appropriate. Severity FireCodes must be approved by the BIA Fire Director. Preparedness, Burned Area Rehabilitation, Fuels Management and Construction and Reimbursable cost codes require funding transactions documents (FBMS Entry Document) to be approved.

National Park Service (NPS)

The NPS wildland fire management cost coding is as follows:

Wildland Fire Preparedness

- PF100PP85.Y00000 Program Management
- PF100PP85.WR0000 Readiness
- PF100PP85.MF0000 Preparedness Fleet Maintenance
- PF100PP85.EF0000 Research
- PF100PP85.YP0000 Plan/Compliance
- PF100PP85.S00000 Provide Community Assistance
- PF100PP85.WW0000 Respond to Wildfires
- PF100PP85.P00000 Preventative Maintenance
- PF100PP85.M00000 Corrective Maintenance

Fire Facilities Construction & Maintenance

- PF330FF85.M00000 Fire Facility Corrective Maintenance
- PF330FF85.CN0000 Fire Facility Construction

Suppression Operations

- PF200SP85.WW0000 Respond to Wildfires
- PF210SV85.WV0000 Severity
- PF210SV85.WU0000 Step-Up
- PF220ES85.RM0000 Wildfire Burned Area Response

Burned Area Rehabilitation

- PF320BR85.RM0000 Wildfire Burned Area Response
- PF320BR85.Y00000 Program Management
- PF320BR85.AM0000 Monitor Treatment

Hazardous Fuels Reduction – Non-WUI

- PF310HF85.Y00000 Program Management
- PF310HF85.WP0000 Implement Prescribed Fire
- PF310HF85.YP0000 Plan/Compliance
- PF310HF85.AM0000 Monitor Treatment
- PF310HF85.WM0000 Implement Mechanical Treatments
- PF310HF85.WC0000 Implement Other Treatments
- PF310HF85.MF0000 Non-WUI Fleet Maintenance
- PF310HF85.EF0000 Research

Hazardous Fuels Reduction – WUI

- PF310WF85.Y00000 Program Management
- PF310WF85.WP0000 Implement Prescribed Fire
- PF310WF85.YP0000 Plan/Compliance
- PF310WF85.AM0000 Monitor Treatment
- PF310WF85.WM0000 Implement Mechanical Treatments
- PF310WF85.WC0000 Implement Other Treatments
- PF310WF85.EF0000 Research

State Assistance

- PF46060C8.W00000 State Assistance Collect Operations
- PF47070C8.W00000 State Assistance Collect Preparedness
- PF56161C8.W00000 State Assistance Expenditures Operations
- PF57171C8.W00000 State Assistance Expenditures Preparedness

The interagency FireCode will be used by the National Park Service for tracking and compiling costs for wildland fire suppression, severity (including step-up), emergency stabilization and burned area rehabilitation activities.

Fish and Wildlife Service (FWS)

The FWS wildland fire management cost coding is provided below:

- Wildland fire Preparedness FF.F10000##ZZZZ0
- Suppression Operations FF.F20000##00ZZZZ0
- Severity FF.F21000##00ZZZZ0
- Emergency Stabilization FF.F22000##00ZZZZ0
- Burned Area Rehabilitation FF.F32000##00ZZZZ0
- Hazardous Fuels Reduction (Non-WUI) FF.F31000##NZZZZ
- Hazardous Fuels Reduction (WUI) FF.F31000##WZZZZ

= FWS Region number (01-09)

ZZZZ = *project assigned code/FireCode*

All cost codes require a ten-digit cost center, then a fifteen-digit Work Break down Structure (WBS), which includes the interagency FireCode or project number. The interagency FireCode will be used with the appropriate account as stated in the FWS Fire Business Guide. All fire operations activities require a project number.

The interagency FireCode will be used by the Fish and Wildlife Service for tracking and compiling costs for wildland fire suppression, severity, and subsequent rehabilitation activities.

Forest Service (FS)

The interagency FireCode Program will be used to generate a four (4) character code that will be used to track and compile costs.

- “P” codes represent wildland fires.
- “S” codes represent severity requests. Each Region/Forest will have one S-code for Regional Office approved severity. Regional severity codes will be established in the format: S#1111. Region/Unit overrides will be used.

FS Severity Assistance to DOI will use the following codes by DOI Bureau.

- S70001 1502 – FS resource used on BIA severity orders
- S70002 1502 – FS resource used on BLM severity orders
- S70003 1502 – FS resource used on FWS severity orders
- S70004 1502 – FS resource used on NPS severity orders

“F” codes indicate FEMA supported incidents. An “F” code will be assigned by the Forest Service Regional Office that is within the affected FEMA Region. Individual resources ordered to a FEMA incident will charge to the appropriate “F” code. Units providing support to a FEMA incident will charge to the “F” code in accordance with the FS annual incident job code guidance. Under the National Response Framework (NRF), overtime, travel, and per diem are reimbursable. Base salary of all employees on assignment to a FEMA incident will be charged to the appropriate “F” code and paid from the Emergency Operations (WFSU) account.

National Fire Preparedness Plan

National Preparedness Levels are established by the NMAC at NIFC throughout the calendar year. Preparedness Levels are dictated by burning conditions, fire activity, and resource availability. Resource availability is the area of most concern. Situations and activities described within the Preparedness Levels consider wildland fires and prescribed fires. At preparedness levels 4 or 5, prescribed fire application can be continued or be initiated if the proposed action is approved by an agency at the Regional or State Office level. This approval must be based on an assessment of risk, impacts of the proposed actions on Area resources and activities. At any preparedness level, NMAC may request that proposed new prescribed fire (Rx) applications be curtailed to meet national resource needs for emergency operations. Reference specific agency guidance for further information.

Why Preparedness Levels are Established

The purpose of established Preparedness Levels is:

- To identify the level of wildland fire activity, severity, and resource commitment nationally.
- To identify actions to be taken by NIFC and Geographic Areas to ensure an appropriate level of preparedness/readiness for the existing and potential situation.
- To guide and direct Geographic Area Fire Management activities when essential to ensure national preparedness or in response to the National situation.

The NICC Coordinator will monitor the national wildland fire activity and Geographic Area Preparedness Levels and will recommend to the NMAC a National Preparedness Level. Response and support to non-fire incidents requiring a significant commitment of resources may also affect National Preparedness Levels. National Preparedness Levels will be responsive to the Homeland Security Advisory System.

National Preparedness Levels are determined from the ground up and may influence resource allocations within Geographic Areas not experiencing significant activity to ensure sufficient resources are available for the national situation.

Geographic Area Preparedness Levels

Geographic Area Preparedness Plans should be prepared in accordance with Agency Directives. Copies of Geographic Area Plans should be forwarded to NICC.

Preparedness Level Descriptions

Preparedness Level 1

Descriptor

Geographic Areas (GAs) accomplish incident management objectives utilizing local resources with little or no national support. There is little risk of drawing down capability in any Geographic Area to support incident operations.

- Conditions are not favorable to support significant wildland fire activity in most geographic areas.
- Resource capability is adequate with little or no mobilization of resources occurring through the National Interagency Coordination Center.
- Potential for emerging significant wildland fires is expected to remain minimal.

Preparedness Level 2

Descriptor

Active Geographic Areas are unable to independently accomplish incident management objectives. Resource capability remains stable enough nationally to sustain incident operations and meet objectives in active GAs. There is a low to moderate probability that drawing down resources from non-active GAs may pose a risk should existing conditions change.

- Significant wildland fire activity is increasing in a few geographic areas.
- Resources within most geographic areas are adequate to manage the current situation, with light to moderate mobilization of resources occurring through the National Interagency Coordination Center.
- Potential for emerging significant wildland fires is normal to below normal for the time of year.

Preparedness Level 3

Descriptor

Mobilization of resources nationally is required to sustain incident management operations in the active Geographic Areas. National priorities established as a necessary measure to address the heavy and persistent demand for shared resources among active GAs. There is a moderate to high probability that drawing down resources from non-active GAs may pose a risk should existing conditions change.

- Significant wildland fire activity is occurring in multiple GAs, with Incident Management Teams (IMTs) actively engaged.
- Mobilization of resources through the National Interagency Coordination Center is moderate to heavy.

Potential for emerging significant wildland fires is normal for the time of year.

Preparedness Level 4

Descriptor

Shared resources are heavily committed. National mobilization trends affect all Geographic Areas and regularly occur over larger and larger distances. National priorities govern resources of all types. Heavy demand on inactive/low activity GAs with low levels of activity for available resources.

- Significant wildland fire activity is occurring in multiple geographic areas; significant commitment of Incident Management Teams.
- NICC increasingly engages GACCs in an effort to coordinate and fill orders for available resources.
- Potential for significant incidents emerging in multiple GAs indicates that resource demands will continue or increase.

Preparedness Level 5

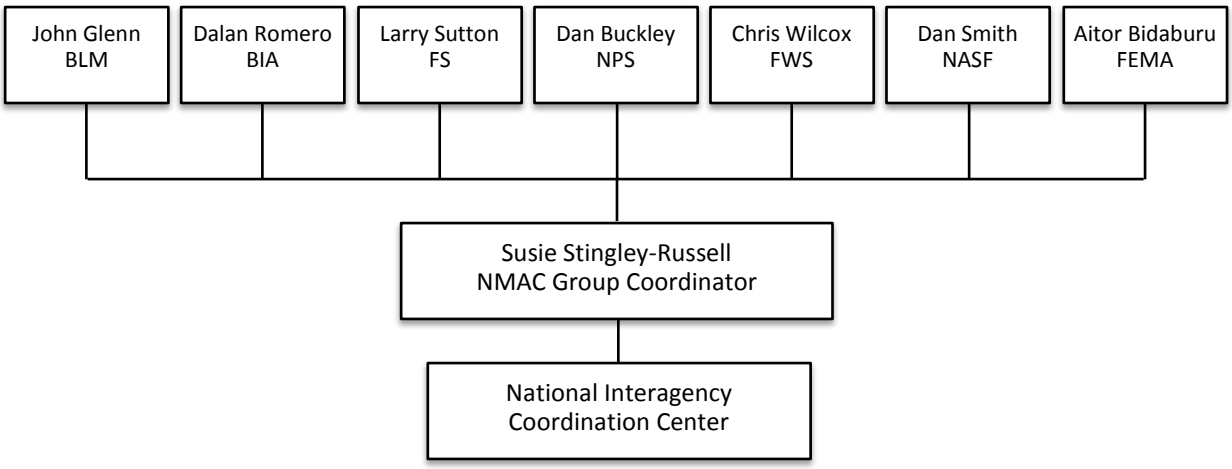
Descriptor

National mobilization is heavily committed and measures need to be taken to support GAs. Active GAs must take emergency measures to sustain incident operations. Inactive/low activity GAs are reaching drawdown levels.

- Full commitment of national resources is ongoing.
- Resource orders filled at NICC by specifically coordinating requests with GACCs as resources become available.
- Potential for emerging significant wildland fires is high and expected to remain high in multiple geographic areas.

National Multi-Agency Coordinating Group (NMAC) Organization

During National Preparedness Levels 4 and 5, the National Multi-Agency Coordinating Group (NMAC) is activated and daily briefings are conducted. Through intergovernmental coordination, provides national wildland fire operations direction, prioritization, allocation and oversight.



NIFC Directors' Delegations

The FS, BLM, BIA, NPS, FWS, NASF, and FEMA Directors at NIFC have written delegated authority from their respective agency heads to:

- Represent their agency on all matters related to wildland fire operations. This includes membership on the NMAC, determining national priorities, and allocating/reallocating incident resources.

Multi-Agency Coordinating Groups (MAC) Organization

Multi-Agency Coordinating Groups (MAC) at the National and Geographic Area level should be activated in accordance with needs found in the National or Geographic Area Mobilization Guides. As the number and complexity of wildland fires increase, involvement and/or impact on agencies increase, and competition for resources increase, it becomes necessary to expand the normal coordination system to ensure efficient use of critical and National Resources. There may be a need for Geographic Areas to activate their MAC Groups when the National Preparedness Level is at 5, enabling Geographic Area response to requests and direction from the NMAC.

NMAC Roles/Responsibilities:

- Establishes national priorities among the Geographic Areas (GAs).
- Directs, allocates or reallocates resources among or between GAs to meet national priorities.
- Attempts to anticipate and identify future national fire management resource requirements (prepositioning).
- Provides oversight of general business practices between NMAC and the Geographic Multi-Agency Coordination (GMAC) groups.
- Distributes and archives NMAC:
  - Decisions
  - Direction
  - Best management practices
- Provides an NMAC member as the media spokesperson assisting NIFC External Affairs for issues of national importance (as requested).
- Serves as liaison to a specified Geographic Areas
- Determines National Preparedness Levels (PLs).
- Determines national fire resource availability to support non-fire/all hazard operations (Reference Support to the National Response Framework).
- Determines activation, coordination and involvement of military and international resources:
  - MAFFs, military ground support, etc.
  - Assistance from New Zealand, Australia, Canada, Mexico, etc.
- Manages Area Command teams.
- Provides liaison and oversight to the Area Command/Incident Command Group.
- Manages Type I incident management team rotations, monitors work/rest cycles, and may modify national rotations.

NMAC members are responsible for dissemination of written correspondence to their respective agencies.

NMAC correspondence documents will be added to the NIFC NMAC web site: http://www.nifc.gov/nicc/administrative/nmac/index.html

Responsibilities of GMACs

- Determine and set Geographic Area priorities.
- Acquire, allocate, and reallocate resources.
- Issue coordinated Situation Assessment Statements.

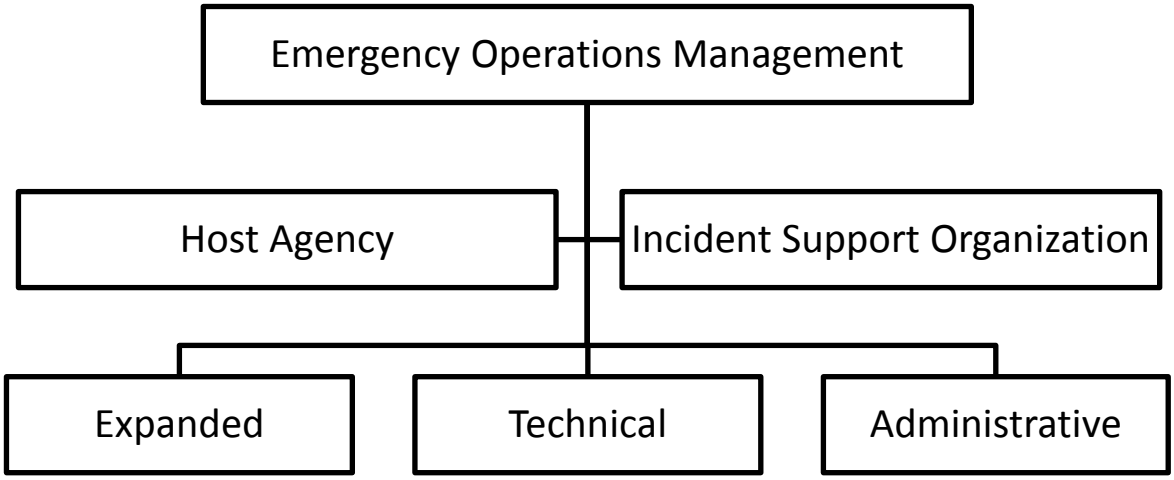
Incident Support Organization (ISO)

Agency Administrators are responsible for emergency operations. They provide general guidance and interact with the MAC Group. Typically, some or all of their responsibilities are delegated to personnel who can devote more complete attention to the situation. Often, the unit Fire Management Officer (FMO) has responsibility for the Incident Support Organization (ISO) and as a representative on the local MAC Group. Routine initial attack and other dispatch functions continue, but are separated from the ISO. Each office shall maintain a Dispatch Operating Plan, which will include authorities, roles, and responsibilities for Expanded Dispatch personnel, procedures for routine and emergency operations, the resource order process, job aids, and references for the integration of Buying Teams and sources of supply.

The ISO works to provide logistical support to the host agency and the incident(s). The ISO is implemented to address the increased business volume and to supplement established organizations. Staffing positions in an ISO are to be based on need rather than a preconceived organizational chart.

The ISO reports to the Agency Administrator and is composed of functional branches: Expanded Dispatch, Technical Support, and Administrative Support. The functional branches coordinate and cooperate to support the host agency and the incident(s).

INCIDENT SUPPORT ORGANIZATION (ISO)



Expanded Dispatch Organization

The Expanded Dispatch function of the ISO relieves the host agency's dispatch unit by focusing exclusively on the large or complex incident(s).

Expanded Dispatch Functional Areas

- Overhead
- Crews
- Aircraft, Logistical
- Equipment
- Supplies

The volume of orders and complexity of the incident(s) determines staffing levels and the degree of expertise required of the Expanded Dispatch organization. In less complex situations, one (1) dispatcher can handle more than one (1) functional area. Additional personnel may also work within the Expanded Dispatch, such as data entry.

The Expanded Dispatch Supervisory Dispatcher is a facilitator accomplishing the direction provided by the Center Manager or Fire Management Officer, who has delegated authority from the Agency Administrator. Facilitation is accomplished by adequately staffing and supervising the operations of the Expanded Dispatch organization, maintaining positive and effective liaison with the host agency and incident management team(s), and assisting in clarifying the roles and responsibilities for the ISO and the host agency dispatch unit as needed. The individual filling this position must be a qualified Expanded Dispatch Supervisory Dispatcher and capable of performing all functions within the Expanded Dispatch organization.

An Expanded Dispatch Coordinator is normally assigned in the most complex situations; ones where there are considerable external influences affecting the ISO, a local MAC Group is in place, or where span of control within the ISO and/or Expanded Dispatch becomes an issue.

Technical Support

The Technical Support function of the ISO provides specialized skills, which assist off-incident support operations. These can vary from situation to situation. Common Technical Support functions are: telecommunications, caching of supplies, transportation services, equipment inspection, Aviation ramp services, Mobilization or Demobilization Center management, and security. In many situations, full-time staffing of these support skills is unnecessary. If the situation requires more attention, it may become a full-time responsibility for the duration of the incident(s).

Administrative Support

The Administrative Support function of the ISO provides administrative services for the host agency, ISO, and incident(s). These can vary from situation to situation. Common Administrative Support functions are: equipment, personnel timekeeping services, procurement services such as a Buying Team, hiring of local ADs or casual employees, follow-up on local compensation and claims actions, providing fiscal advice, and vendor payments.

An Incident Business Advisor (IBA1 or 2) may be ordered by the Agency Administrator to assist with incident business.

MAC Group Coordinator

The MAC Group Coordinator should only be assigned when a MAC Group is activated. The MAC Group Coordinator serves as a facilitator to multi-agency decision making. The position provides expertise in obtaining and summarizing multi-agency information to affect collective decisions at the MAC Group level and implementing agencies' priorities.

Responsibilities:

- Ensures MAC Group decisions are communicated and implemented through established dispatch ordering channels.
- Arranges for and manages facilities and equipment necessary to support the MAC Group function.
- Facilitates the MAC Group decision process by ensuring the analysis and display of information that will assist the MAC Group or their representatives in keeping abreast of the total situation. Provides the data necessary for astute priority setting, allocation of resources, and other collective decisions.

Complexity

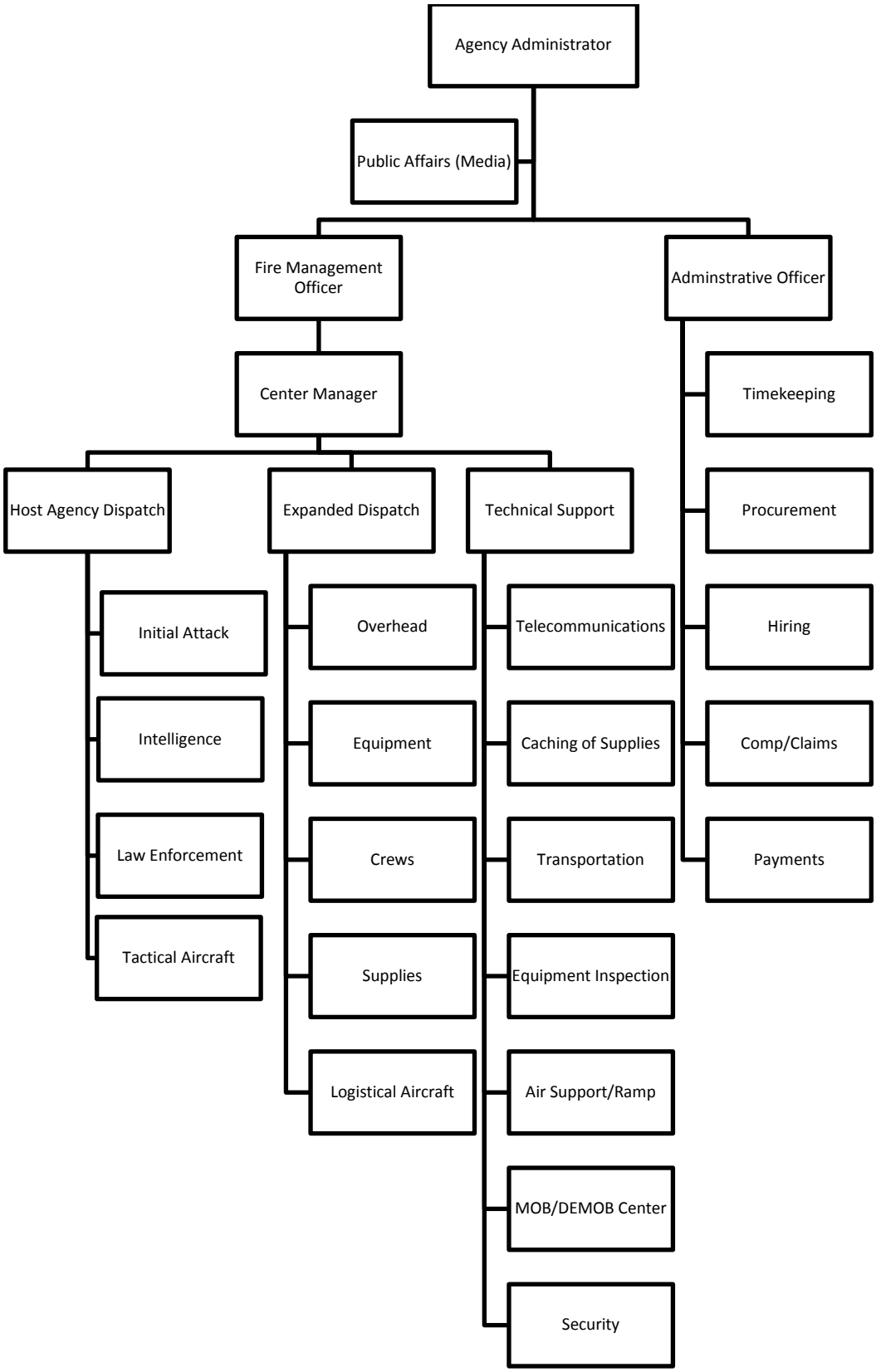
An increase in complexity usually requires more involvement with management. Examples of complex situations are: multiple problem fires, multiple agency involvement, or when competition for resources is high. MAC Groups may be activated in the most complex situations or directed by a Preparedness Level. They provide direction to off-incident coordination and support. Basic actions of a MAC Group are priority setting, allocating resources, and issuing coordinated situation assessments to the media. MAC Groups occur at all levels of the organization.

Communications to and from the incident(s) are accomplished through the host agency's dispatch unit, using established dispatch channels. This includes ICS-209s, supplemental intelligence worksheets, situation assessments, analysis, prognosis, and fire behavior/weather information. Agency Administrator will communicate policy and specific directions directly to the Incident Commander(s) and Public Affairs will contact the Incident Information Officer(s) for media information and/or news releases. Redundant contacts are to be avoided.

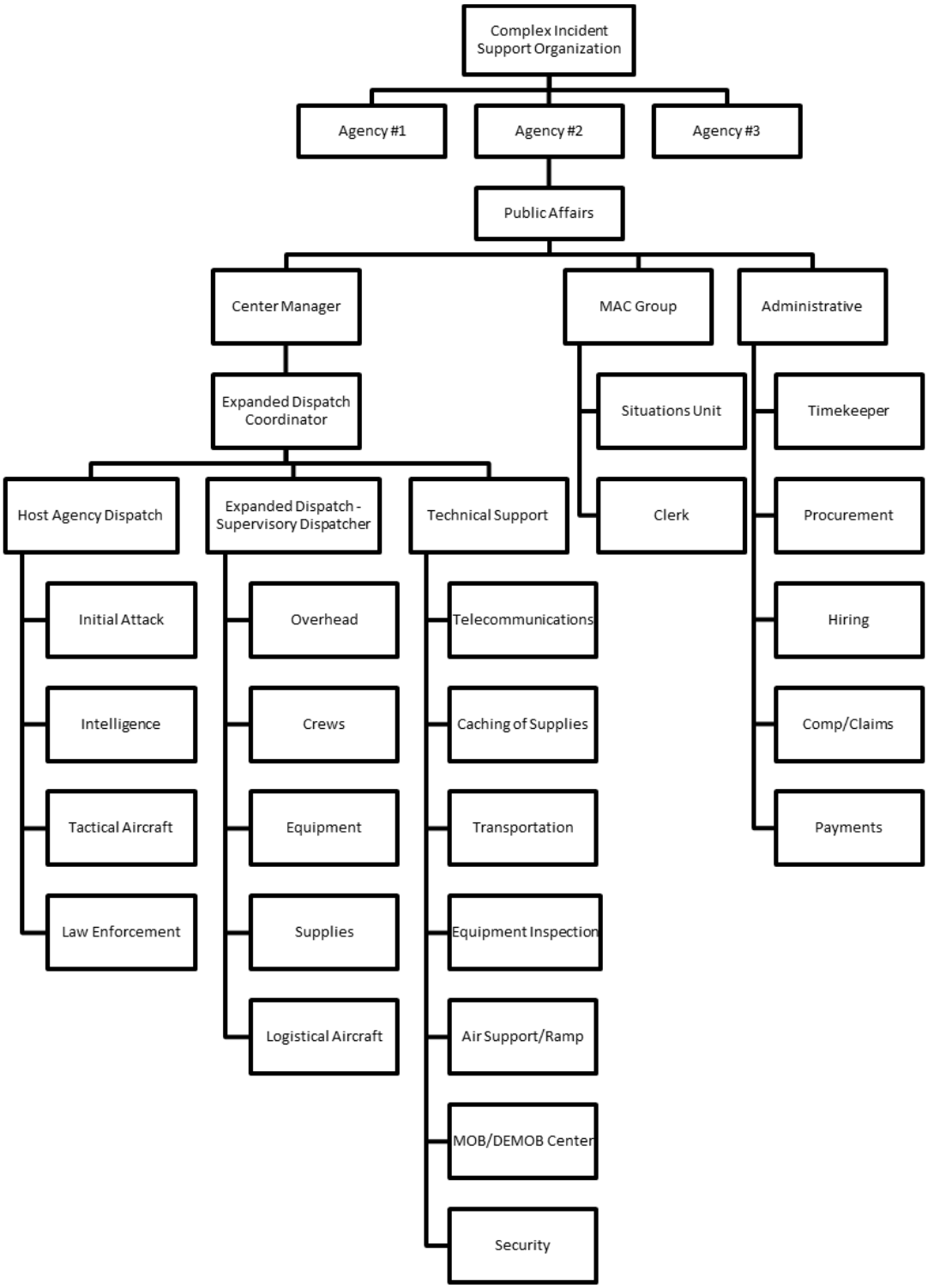
Example Organizations

ISOs are implemented to address the increased business volume and to supplement established organizations. Staff positions in an ISO are to be based on need rather than a preconceived organizational chart. (See ISO Organizations on the following pages.)

Incident Support Organization (ISO), Example



Incident Support Organization (ISO), Example – Complex Incident



Mobilization Procedures for Military Assets

It is advisable that units and field level users intending to order and utilize military resources obtain copies of the Military Use Handbook, NFES 002175, located at the following web site: http://www.predictiveservices.nifc.gov/intelligence/military/Military_Use_Handbook_2006_2.pdf. The short term use of trained DOD assets should be considered until civilian or wildland fire agency resources become available to replace DOD assets. For long term use/assignments, the following process will be followed:

Established Resource Ordering Process

The established resource ordering process will be utilized, including standard resource order format.

- NICC will determine if all available civilian resources are committed.
- The Resource Order will be passed back to the Geographic Area indicating that military assets are the only available resources and estimated time frames for delivery.
- The Resource Order will be passed back from the Geographic Area to the ordering unit dispatch center, indicating military assets are the only available resources and estimated timeframes for delivery.
- The Resource Order will be passed back from the ordering unit dispatch center to the incident indicating military assets are the only available resource and estimate timeframes for delivery. It may be necessary for the unit dispatcher to redeploy civilian crews to insure military units are kept intact on the same incident.
- The incident must reorder the military assets on a Resource Order in the following manner:
  - Crews: Will be ordered in a configuration unit of ten (10) crews or battalion (25 crews). Each 10 crew unit or battalion will have one (1) “C” request number. Each 10 crew unit or battalion will initially be deployed to the same incident.
  - Each Resource Order for crews will be accompanied by “O” requests for:
    - One (1) Unit/battalion Military Liaison (BNML).
    - One (1) Deputy BNML.
    - One (1) Safety Officer (SOF2)
    - Two (2) to four (4) Strike Team Leaders Crew (STCR) positions, depending on configuration.
    - Fourteen (14) to twenty-eight (28) Crew Boss (CRWB) positions, depending on configuration.

Overhead personnel will remain committed throughout the assignment (30–33 days).

- The Resource Order will then be passed from the incident through established ordering channels to NICC. NICC will certify no civilian assets are available, and then forward the Resource Order to the appropriate Continental United States Military Headquarters.
- NICC will provide the following items:
  - Air transportation, if needed, from installation to the jetport closest to the incident.

- The incident, on a separate request number, must order two (2) to five (5) kits of programmable handheld radios, which will be mobilized with the unit or battalion. The Incident will order enough support equipment, caterers, showers, transportation, and hand tools to equip the military (up to 600 firefighters and support personnel). The incident will need to supply diesel fuel for ground vehicles, and fuel for aviation assets. All firefighting personnel will come equipped with PPE.
  - Aviation: Aviation support will be ordered by required missions. It should be noted that military Aviation resources, when compared to civilian resources, are restricted in mission capability.

    Each group of missions will have its own "A" request number. Each Resource Order will specify the following information:

    - Pounds of external cargo per day.
    - Number of passengers (PAX) per day.
    - Hours of water bucket missions per day.
    - Pounds of internal cargo per day.
    - Estimation of aircraft needed.
    - Aviation communication needs.
  - Helicopter Modules/Managers
    - Refer to Military Use Handbook, NFES 002175
  - Vehicles: Vehicles will be ordered by required missions. Each group of missions will have its own "E" request number.

Each Resource Order will specify the following information:

- Number of passengers per day.
- Pounds of cargo per day.

Civilian Support

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

Demobilization Procedures

Procedures will be reversed. However, a lead time of seventy-two (72) hours will be needed to release military firefighters. NICC will release assets to the military and normally provide air transport from the nearest airport. The incident should be prepared to provide ground transportation to the airport. All tools, PPE, and other firefighting issued equipment need to be collected at the incident prior to demobilization.

International Operations

Canada Support

Mobilizations involving the United States of America (USA) and Canada are governed and directed by the diplomatic note, Reciprocal Forest Fire Fighting Arrangement Operational Guidelines, and by local initial attack agreements. Requests to Canadian agencies will normally be made after USA resources are depleted, shortages are projected, or reasonable timeframes cannot be met. All requests for use of Canadian Resources must be ordered through NICC, except for local mutual aid that does not include provisions for any reimbursement. The USA may request airtankers from Canada only after all available contract and CWN aircraft have been mobilized. The USA may request helicopters from Canada after all available contract and CWN helicopters have been mobilized.

Australia and New Zealand Support

Mobilizations involving the United States, Australia, and New Zealand are coordinated through NICC, and are defined in the Wildfire Arrangements between the Department of the Interior and Department of Agriculture of the United States and the Australian and New Zealand Participating Agencies and in the Annual Operating Plan for these Arrangements. Request to Australian and New Zealand Participating Agencies will normally be made after USA resources are depleted, shortages are projected, or reasonable timeframes cannot be met.

Mexico Support

Mobilizations involving the United States and Mexico for fires within ten (10) miles either side of the U.S. – Mexico border are defined in the Wildfire Protection Agreement between the Department of the Interior and the Department of Agriculture of the United States and the Secretariat of Environment, Natural Resources, and Fisheries of the United Mexican States for the Common Border.

Mobilizing USA resources for suppression assistance within Mexico beyond the ten (10) mile zone must be approved and coordinated by NICC, be authorized for reimbursement by the U.S. Agency for International Development’s Office of Foreign Disaster Assistance, and be received by NICC through a request from the U.S. Forest Service’s Disaster Assistance Support Program.

Other Nations Support for Large Scale Mobilizations

Large scale mobilizations for reimbursable direct support to disasters (fires or all-hazard) in other nations are based on requests received through the Forest Service International Program’s Disaster Assistance Support Program (DASP). DASP responds to requests from the U.S. Agency for International Development’s Office of Foreign Disaster Assistance (OFDA). OFDA works closely with U.S. Ambassadors in foreign countries, who must determine if an incident in a foreign country warrants U.S. involvement. If the Ambassador does feel the incident is beyond the capability of the affected government, the affected government has requested the assistance, and it is in the best interest of the U.S. Government to assist, the Ambassador can “declare” a disaster. That declaration is the activation mechanism for U.S. support. If that support would include resources available through the land management agencies, OFDA would go to DASP, who would place requests through NICC.

Small scale requests for disaster assistance or technical assistance are coordinated directly by DASP through the home units of the requested individuals.

More information concerning the mission of OFDA and how it organizes and responds to international disasters can be found in OFDA's Field Operations Guide for Disaster Assessment and Response (FOG). The FOG can be located at the following web site:

https://scms.usaid.gov/sites/default/files/documents/1866/fog_v4.pdf

More information on DASP is located at: http://www.fs.fed.us/global.

Ordering Channels

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.

Geographic Area Coordination Centers (GACCs)

The GACCs act as focal points for internal and external requests not filled at the local level. GACCs are located in the following Areas:

EASTERN – Milwaukee, Wisconsin:
Connecticut, Delaware, Illinois, Indiana, Iowa, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, New Hampshire, New Jersey, New York, Ohio, Pennsylvania, Rhode Island, Vermont, West Virginia, and Wisconsin.

SOUTHERN – Atlanta, Georgia:
Alabama, Arkansas, District of Columbia, East Texas (plus Texas State Forest Service in West Texas), Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, Oklahoma, South Carolina, Tennessee, Virginia, Puerto Rico, and the Virgin Islands.

SOUTHWEST – Albuquerque, New Mexico:
Arizona, New Mexico, and West Texas (west of the 100th Meridian).

ROCKY MOUNTAIN – Lakewood, Colorado:
Colorado, Kansas, Eastern Wyoming, Nebraska, and South Dakota.

NORTHERN ROCKIES – Missoula, Montana:
Montana, North Dakota, Northern Idaho, and Yellowstone National Park, Wyoming.

ALASKA – Fort Wainwright, Alaska:
Alaska.

NORTHWEST – Portland, Oregon:
Oregon and Washington.

NORTHERN CALIFORNIA OPERATIONS – Redding, California:
Northern California and Hawaii.

SOUTHERN CALIFORNIA OPERATIONS – Riverside, California:
Southern California and USA Pacific Islands.

GREAT BASIN – Salt Lake City, Utah:
Southern Idaho, Western Wyoming, Utah, a portion of Arizona north of the Colorado River, and a portion of California southeast of Lake Tahoe.

Ordering Procedures

Resource order requests will be processed using the Resource Ordering and Status System (ROSS). Resource order requests as the result of an incident, preparedness, severity, and wildland and prescribed fire will follow the established ordering channel displayed below.

At the point in this flow when an order can be filled, reverse the process to insure proper notification back to the incident or requesting office. Local agency dispatch offices should use mutual aid agreements with cooperators whenever possible.

INCIDENT

↕

DISPATCH CENTER

↕

GEOGRAPHIC AREA COORDINATION CENTER

↕

NATIONAL INTERAGENCY COORDINATION CENTER

↕

GEOGRAPHIC AREA COORDINATION CENTER

↕

DISPATCH CENTER

↕

SENDING AGENCY

Support to Border Fires

Border fires are defined as a wildfire that has crossed the boundary from one (1) Geographic Area into another or where the fire is expected to cross the boundary within two (2) burning periods.

Whereas both Geographic Areas have a vested interest and authority to provide resource support to the incident, they may order directly from each other in support of the incident. The following protocols apply:

- A single ordering point will be designated to ensure proper assignment and demobilization of resources. The incident will remain with the originating unit for situation reporting and prioritization.
- The dispatch organization designated as the single ordering point may place orders to either GACC using established ordering channels, however only the GACC of the originating unit expanded dispatch is authorized to place orders with NICC.

- Prior to initiating border fire support operations, concurrence and agreement must occur between the two GACCs and NICC. In order to maintain effective coordination and ensure that the appropriate resources are mobilized, daily conference calls will be conducted between both GACCs and the expanded dispatch organization for the duration of the incident.

Unit Identifiers

The National Interagency Coordination Center (NICC) Center Manager and each Geographic Area Coordination Center (GACC) Center Manager shall designate both a Unit Identifier Data Custodian and alternate for their Geographic Area.

GACC Unit Identifier Data Custodians are responsible for timely entry of proposed additions, modifications, and removals of Unit Identifiers and associated information in the system of record (SOR) upon receipt of written requests. GACC Unit Identifier Data Custodians are responsible to ensure the documented agency internal process has been completed and have authority to ensure appropriate NWCG Organizational Unit Codes are created. The National Unit Identifier Data Custodian is responsible for monthly publication of changes to NWCG PMS 931 after approval by the NWCG Unit Identifier Unit (UIU).

Mobilization and Demobilization Information

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

Non-Incident Related Ordering

Resource acquisition not related to an incident, preparedness, severity, and wildland fire may also follow these ordering procedures. The use of appropriate cost coding procedures is required.

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CHAPTER 20
OVERHEAD AND TEAMS

Personnel must be requested by the description found in the Wildland Fire Incident Management Field Guide, PMS 210, April, 2013, http://www.nwcg.gov/publications/210 the National Incident Management System (NIMS) Wildland Fire Qualification System Guide, PMS 310-1, NFES 001414 or other agency approved qualifications guides.

National Incident Management System (NIMS) Positions

Overhead Positions Listed in the National Incident Management System (NIMS) Wildland Fire Qualification System Guide, PMS 310-1.

This document is located at: http://www.nwcg.gov/publications/310-1

Incident Qualifications and Certification System (IQCS) Position Codes

The Incident Qualifications and Certification System (IQCS) is an information management system that tracks training and certifications for Wildland Firefighters. For a complete list of all IQCS recognized Position Codes, refer to the Position Codes link at the following web site: http://iqcs.nwcg.gov/

Overhead Mobilization and Demobilization

Units filling requests for personnel are responsible for ensuring all performance criteria are met. Requests will be processed as "fully qualified" unless "Trainee Acceptable" is selected as an inclusion in ROSS. The sending unit must designate a Flight Manager when two (2) or more personnel travel together to the same incident via non-commercial air transport.

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

When mobilizing Supplemental Fire Department Resources outside of the fire district or mutual aid zone the following will apply:

Mobilization will follow established ordering procedures as identified in National, Geographic, and Local Mobilization Guides. Resources will be mobilized from the Host Dispatch Zone in which the department is located. Personnel will be provided a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction. Resource orders shall clearly indicate incident assignment, incident location, expected incident arrival time, and any additional special needs or equipment authorizations, e.g. cellular phones, laptops, and rental vehicles.

NICC will not accept requests for clerical, driver, or laborer positions. It is not cost effective to hire and transport such personnel when they are normally available from local sources.

If a request requires individuals to be self-sufficient for the duration of the assignment, they must be able to procure food, lodging, and local transportation.

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 (for example, name requests between state agencies). The ordering unit must confirm availability for the individual being requested prior to placing the request.

Name request for Geographic Area Priority Trainee positions will be justified within special needs as being approved by the Geographic Area Priority Training Coordinator and will be processed without delay.

Severity requests often involve strategic movement of resources from areas with lower fire potential. In these cases, name requests may be appropriate and are typically directed by agency managers.

Name requests charged to budgeted/programmed, non-suppression funds are acceptable and will be processed without delay.

All name requests not filled by the sending unit will be returned to the requesting unit by NICC as UTF.

Unless specifically excluded, ADs and private contractors will be accepted for suppression and severity orders.

During demobilization of resources, emphasis will be placed on having personnel home no later than 2200 hours local time. Occasionally, the availability of large transport aircraft will dictate timeframes during demobilization.

Interagency Wildland Fire Modules

The primary mission of a Wildland Fire Module (WFM) is to provide an innovative, safe, highly mobile, logistically independent, and versatile fire module for wildland fire management and incident operations.

WFMs are highly skilled and versatile fire crews with a primary commitment to maintain fire's role as a natural ecological process. They provide technical and ecological based expertise in the areas of long term planning, ignitions, holding, and suppression, prescribed fire preparation and implementation support, hazard fuels reduction, and fire effects monitoring.

Orders for Interagency Wildland Fire Modules will be placed through established ordering channels in ROSS using an Overhead Group Request; Module, Wildland Fire, Type 1 (WFM1) or Type 2 (WFM2) configured according to PMS 430 Interagency Standards for Wildfire Module Operations

For minimum module standards for national mobilization, see Interagency Standards for Fire and Aviation Operations, Chapter 13, Firefighter Training and Qualifications, Wildland Fire Modules at: http://www.nifc.gov/PUBLICATIONS/redbook/2016/Chapter13.pdf or PMS 430 Interagency Standards for Wildland Fire Module Operations – Chapter 7 at: http://www.nwcg.gov/publications/430. As an interagency resource, the Wildland Fire Modules are available nationally throughout the fire season. Standard WFM configuration includes; one (1) module leader and six (6) to nine (9) module crewmembers.

If requested, WFMs can be configured and mobilized with less than the standard WFM configuration, but only after agreement between the requesting and sending units. Any negotiated configurations must be identified within the original request.

Wildland Fire Module Mobilization

Geographic Areas will mobilize local Interagency Wildland Fire Modules internally. There are local unit agreements to share Wildland Fire Modules between bordering units in different Geographic Areas.

The Wildland Fire Module Leader will contact the ordering unit to discuss incident/project requirements.

Smokejumpers

Smokejumpers primary mission is initial attack. While most effective at providing rapid initial response, smokejumpers are well equipped to respond to extended attack incidents and short-term critical need missions on large fires. Smokejumpers are normally configured by planeload, with each load ranging from 2 to 16 smokejumpers depending on aircraft type and smokejumper availability. Smokejumpers may be configured as crews (hand crew, engine crew, or helitack crew) or as single-resource overhead for Incident Command System positions. Concurrence with NICC must be obtained prior to configuring smokejumpers as crews or modules for extended attack operations.

NICC must be notified when a Geographic Area has internally committed or mobilized 50% of their smokejumpers. Geographic Areas will inform NICC of the establishment of smokejumper spike bases.

There are two primary methods for ordering smokejumpers. The type of order should be predicated on immediate need or augmentation.

Booster Load/Individual Smokejumper Pre-position

Boosters may be ordered from one individual base or could be filled by individuals from multiple bases. When requesting a booster or pre-positioning individual smokejumpers they will be ordered by individual Overhead requests. Requests may specify a desired delivery system (round or square parachutes). Smokejumper aircraft must be ordered separately if the aircraft is needed beyond delivery of the smokejumpers. Booster Load/Individuals may be kept up to 14 days. NICC, GACCs, and local dispatch center should communicate with the hosting and potential sending smokejumper base(s) before the order(s) are placed and filled.

Smokejumper Numbers

There are 465 smokejumpers at the following locations:

BLM Alaska	(Fairbanks)	70
BLM Great Basin	(Boise)	76
FS Region 1	(Missoula)	72
	(Grangeville)	30
	(West Yellowstone)	30
FS Region 4	(McCall)	70
FS Region 5	(Redding)	47
FS Region 6	(N. Cascade)	20
	(Redmond)	50
	TOTAL	465

Daily availability is updated throughout the fire season and is posted at the following website: http://www.nifc.gov/smokejumper/reports/smjrpt.php

Smokejumper Gear, Weights, and Volume

	WEIGHT	VOLUME
Jump gear	50 lbs.	4.5 cu ft.
Travel Bag	45 lbs.	4.0 cu ft.
Main parachute	22 lbs.	1.5 cu ft.
Reserve parachute	12 lbs.	1.0 cu ft.

Pilots – Lead Plane, Aerial Supervision Module and Smokejumper

For a complete list of Lead Plane, Aerial Supervision Module and Smokejumper pilot qualifications, refer to the following web site:

http://www.nifc.gov/nicc/logistics/aviation/Lead_Planes.pdf

Helicopter Module

Call-When-Needed (CWN) helicopters will be managed by a qualified Helicopter Manager (HMGB) and qualified Helicopter Crew Members (HECM); when combined they function as a helicopter module.

TYPE HELICOPTER	FAA STANDARD / TRANSPORT CATEGORY	FAA Standard Category Temporarily Designated for Limited Use	FAA Standard Category Permanently Designated for Limited Use or FAA Restricted Category
1	Manager plus Four (4) Helicopter Crewmembers	Manager only	Manager only
2	Manager plus Three (3) Helicopter Crewmembers	Manager only	Manager only
3	Manager plus Two (2) Helicopter Crewmembers	Manager only	Manager only
CWN Helicopter and Module must meet up away from Incident(s) or Fire Operations. The minimum required staffing levels must be filled with fully qualified personnel. Trainees may be ordered in addition to the standard module configuration.			

Units requesting helicopter modules for Call-When-Needed helicopters will do so using an Overhead (O) support request for each position. Helicopter module requests should be coordinated with anticipated helicopter delivery time and location. Ordering a helicopter module for a CWN helicopter is not automatic. Ordering units should attempt to fill helicopter module positions internally first.

If the intended use is for initial attack, the HMGB request must specify that a fitness level of arduous is required. Any other qualification requirements (ICT4, etc.) must also be specified.

If helicopter personnel/modules are required to arrive with special needed items (flight helmets, radios, etc.), it must be specified at the time of request.

Helicopter Rappellers

The USDA Forest Service operates 12 rappel bases nationally in Regions 1, 4, 5, and 6. Each base utilizes Bell medium helicopters, and generally operates from May through October.

Rappeller's primary mission is initial attack. When Rappellers are needed for initial attack with aircraft, they are to be requested in ROSS as "Load, Rappeller, Initial Attack" on an Aircraft request. Additional mission specific information should be documented on the resource order. When ordered for initial attack, Rappellers will be self-sufficient for 36 hours after deployment on an incident and are assigned to the user unit until released.

Rappel boosters will be ordered by individual Overhead requests. Any additional support needs may be documented on the resource order.

Rappeller Numbers

There are 275 Rappellers at the following locations:

FS Region 1	(Gallatin, MT)	15
FS Region 4	(Boise, ID)	15
	(New Meadows, ID)	30
	(Salmon, ID)	42
FS Region 5	(Fort Jones, CA)	21
	(Prather, CA)	15
FS Region 6	(Enterprise, OR)	19
	(Grants Pass, OR)	19
	(John Day, OR)	28
	(Prineville, OR)	22
	(La Grande, OR)	19
	(Wenatchee, WA)	30

Rappeller and Helicopter Manager Gear, Weights, and Volume

	WEIGHT	VOLUME
Travel bag and line gear	65 lbs.	2.0 cu ft.
Specialized equipment	30 lbs.	1.0 cu ft.
Helicopter Manager's specialized equipment (policy documents)	30 lbs.	1.0 cu ft.

Non-Standard Overhead Groups

The generic overhead catalog items "module, fuels" or "module, suppression" will be used to order non-standard overhead groups. All requests for these catalog items will be placed through established ordering channels using an Overhead Group Request. Length of assignment rules apply to all non-standard overhead groups.

When ordered as a non-standard overhead group, "module, fuels" or "module, suppression," individuals requested must reside within one geographic area. At the discretion of the sending Geographic Area center manager, modules may be comprised of individuals from multiple host units within the Geographic Area.

Units may name request individual overhead positions from various geographic areas following standard ordering procedures for overhead requests and upon arrival, create modules locally based on mobilization needs and priorities.

Communications Coordinator (COMC)

A Communications Coordinator must be assigned when a second 4390 Starter System is assigned to any incident within a one hundred (100) mile radius of the first assigned 4390 Starter System. The Communications Coordinator should be requested as a name requested position. The GACC will coordinate filling the request with the National Incident Radio Support Cache (NIRSC) in Boise, ID by calling the National Communications Duty Officer (CDO) at 208-387-5644. Rental vehicle, lap top computer and cellular phone should be authorized when placing the request.

It is important that this position be ordered as early as possible to alleviate the possibility of frequency conflicts during multi-incident situations.

Duties and Responsibilities:

- Manage the allocation of communications resources at the Geographic Area level. This includes communications equipment, personnel, and associated supplies. The COMC provides support to the assigned Geographic Area and reports daily to the NIFC Communications Duty Officer (CDO). The COMC will not be assigned to specific incidents or to an Area Command Team. Situations may occur when communications coordination is required between multiple Geographic Areas. Under these circumstances, a COMC may be assigned to a NICC Resource Order to provide overall coordination and support to COMCs assigned to the affected Geographic Areas.

- Manage the frequency resources for all incidents under assigned jurisdiction. This includes all frequencies for ground tactical, command, logistics, and air operations.

NOTE: During complex or multiple fire situations, the COMC will request additional qualified personnel to be assigned as field COMCs. Any situation involving complex air operations will require that a COMC be requested a specifically for air operations.

- Maintains an accurate inventory of all communications equipment assigned to incidents under their control.

- Keep current on the availability of communications resources for future Geographic Area and National requirements. The COMC should be current with procedures needed to obtain such resources.

- Provide problem-solving recommendations and advice on communications issues to the respective Geographic Area Coordinators, the Area Command Teams, and/or to Incident Management Teams within a complex or single incident. National, as well as Geographic Area priorities will be considered when making recommendations and/or providing advice.

- Assist incidents with communication system design and in obtaining specialized communications equipment.

Flight Manager

A Flight Manager will be designated for point-to-point flights transporting personnel. The Flight Manager is a government employee that is responsible for coordinating, managing, and supervising flight operations. The Flight Manager is not required to be on board for most flights. For those flights that have multiple legs or are complex in nature, a Flight Manager should attend the entire flight. The Flight Manager will meet the qualification standard for the level of mission assigned as set forth in the Interagency Aviation Training Guide (IAT).The Flight Manager is supervised by the Sending Unit dispatcher until the destination is reached. The Flight Manager duties are:

- Brief the traveling personnel providing an overview of travel purpose and final destination, route of travel, intermediate stops, if applicable, and estimated time(s) of arrival (ETAs).
- Ensure the passenger manifest is accurate and contains the correct names and weights of the passengers. Note: The pilot is ultimately responsible for ensuring correct weights, balance and power computations. The Flight Manager will provide one copy of the manifest to the pilot-in-command and ensure that additional copies are available for the receiving unit and the sending dispatcher.
- Ensure proper Resource Tracking procedures are met. The NICC Flight Following telephone number is 1-800-994-6312.
- Ensure passenger aircraft safety briefing is conducted.
- Maintain a current list of telephone numbers for the sending and receiving units. The Flight Manager will contact the sending unit dispatch when the flight plan has deviated more than 30 minutes from the original flight plan.
- Have all personnel within the weight limitations, assembled, and ready to board in the designated staging area.
- Ensure the pilot and aircraft are currently authorized for the intended mission and the pilot-in-command can verify the aircraft is within weight and balance limitations.
- Responsible for signing the Daily Flight Report – Invoices (Form 6500-122 or AMD-23) for all flights (except for domestic air carriers, airlines, and NIFC contract aircraft).
- For Canadian travel, the Flight Manager will ensure proper documentation is included, as outlined in the Canadian/United States Operating Agreement.

Incident Meteorologist (IMET)

Whenever a Geographic Area mobilizes a Type 1 Interagency Incident Management Team, the Geographic Area will provide an IMET who will be assigned to the incident. Certain situations could develop where an IMET is not needed for each incident, such as when two (2) or more incidents are in close proximity to each other. In these cases, one (1) or more IMETs could be shared by the incidents.

IMET status will be maintained by the respective Geographic Area in ROSS. Status will include updated contact information, the home jetport, individual qualifications, and current availability.

When an IMET is needed for an incident, the request will be placed up to the GACC. The GACC will contact the NWS National Fire Weather Operations Coordinator (NFWOC) (Larry Van Bussum, or acting) by calling the NWS Incident Response Desk at 877-323-IMET (4638).

The NFWOC will then identify the name and location of the available IMET to fill the ordering incidents IMET request. If the available IMET is located within the Geographic Area where the incident is located, the IMET will be ordered by name request and internally mobilized using established procedures. If the available IMET is located in another Geographic Area, the IMET request will be placed to the National Interagency Coordination Center (NICC) as a name request using established procedures. NICC will place the IMET request to the appropriate Geographic Area to be filled.

When the NWS cannot provide transportation, the sending dispatch office is responsible for arranging and providing mobilization needed for the IMET and any required equipment to the incident. The incident or incidents host agency is responsible for arranging and providing demobilization needed for the release of the IMET and required equipment back to the home unit.

The IMET is a single resource covered under a reimbursable agreement between the Wildland Fire Agencies and the Department of Commerce, NOAA-NWS. Standard NWS equipment that is essential to on-site meteorological support is mobilized with each IMET, no additional resource order requests are necessary. Standard NWS equipment does not require additional ordering by the incident. Basic standard NWS equipment includes:

- Laptop computer
- Printer
- Mobile satellite setup and setup tools
- Cellular telephone
- Agency or rental vehicle appropriate for off-pavement use
- Miscellaneous office supply

Reimbursement of costs associated with utilization of Standard NWS equipment such as cell phone usage charges, satellite communication charges, and four-wheel drive SUV, pickup or similar rental vehicle to travel to incident locations with their equipment (including remote locations) is authorized under section V., part B item 4 of the Interagency Agreement for Meteorological and Other Technical Services. Damages, failure, and daily wear incurred to standard equipment during an assignment are also eligible for reimbursement.

Cache Support Positions

These positions are available to assist fire caches during periods of high activity or when shortages of locally trained personnel hinder cache operations.

CASC – Cache Supply Clerk

CAST – Cache (Supply) Clerk Supervisory

CDSP – Cache Demobilization Specialist

FLOP _Fork Lift Operator

WHHR – Warehouse Materials Handler

WHLR – Warehouse Materials Handler Leader

WHMG – Warehouse Manager

National Incident Supply Cache (NISC) responders are expected to be equipped with NAP credentials and knowledge of the Incident Cache Business System (ICBS).

National Incident Management Teams

Teams will be ordered by type using an Overhead Group request in ROSS.

Interagency Incident Management Teams (IMTs)

Incident Management Teams will be ordered by type (Type 1, Type 2 and NIMO). National Type 1 IMTs will be mobilized according to the National call-out procedures from the National rotation managed by NICC. Geographic Area Type 2 IMTs will be mobilized according to Geographic Area policy, with the following exception: Geographic Area Type 2 IMTs that have been ordered through NICC for staging within a Geographic Area will be prioritized and assigned to any new Federal Type 2 incident within that Area, or when a replacement team is needed within that Area.

IMTs will be requested through established ordering channels. Incident Commanders shall make notification to the receiving Geographic Area through established ordering channels of any position shortages, or when their team configuration differs from the standard configuration.

The primary mission of IMTs is wildfire incident management. IMTs may respond to all-hazard incidents under the following guidelines:

- Planned events should be managed internally by the respective agency.
- The planned length of assignment should not exceed fourteen (14) days without negotiated approval from the sending Geographic Area and NICC.

A Federal Emergency Management Agency (FEMA) mobilization under the National Response Framework (NRF) will be accomplished according to the National call-out procedures. The standard length of assignment of fourteen (14) days may be extended up to thirty (30) days after negotiated approval between the Incident Commander and FEMA.

- Base hours for Federal employees, in most cases, are not reimbursed by FEMA. Overtime, premium pay, and travel expenses may be paid by FEMA.

Type 1 IMTs

There are four (4) National Incident Management Organization Teams (NIMO).

There are sixteen (16) Type 1 IMTs. The Type 1 IMTs are dispersed as follows:

Northern Rockies	2	California	4
Rocky Basin	3	Northwest	2
Southwest	2	Alaska	1
Southern	2		

IMT Configurations

IMTs ordered through NICC will be requested as either a long or a short team configuration. Any variation from the standard configuration is at the discretion of the requesting unit. The Deputy Incident Commander position is not mandatory. The Incident Commander positions on IMTs may only be filled by current agency employees. It is recommended that the following positions also be filled by current agency employees: Finance/Admin. Section Chief Type 1 or 2, Procurement Unit Leader, Comp/Claims Unit Leader, and Compensation-for-Injury Specialist.

NIMO/Type 1/Type 2 Short Team Configuration (Total of 9 positions)

ICT1/ICT2	Incident Commander Type 1/Type 2
SOF1/SOF2	Safety Officer Type 1/Type 2
PIO1/PIO2	Public Information Officer Type 1/Type 2
OSC1/OSC2	Operations Section Chief Type 1/Type 2 (2 each)
AOBD	Air Operations Branch Director
PSC1/PSC2	Planning Section Chief Type 1/Type 2
LSC1/LSC2	Logistics Section Chief Type 1/Type 2
FSC1/FSC2	Finance/Admin Section Chief Type 1/Type 2

NIMO/Type 1/Type 2 Long Team Configuration (Total of 26 positions)

DIVS	Division/Group Supervisor (4 each)
ASGS	Air Support Group Supervisor
ATGS	Air Tactical Group Supervisor
SITL	Situation Unit Leader
RESL	Resources Unit Leader (2 each)
FBAN	Fire Behavior Analyst
COML	Communications Unit Leader
SPUL	Supply Unit Leader
FACL	Facilities Unit Leader
GSUL	Ground Support Unit Leader
TIME	Time Unit Leader
COMP	Comp/Claims Unit Leader
PROC	Procurement Unit Leader

Due to the nature of incidents that NIMO teams will be assigned to, team configuration may be negotiated by NMAC, the NIMO Coordinator, NIMO Incident Commander, and the requesting unit, up to the maximum number of positions. To increase personnel capacity and capability, trainees, apprentices, and/or technical specialists may be ordered for any or all positions.

In addition to the 26 positions identified on the long team configuration, IMTs may have a maximum of seventeen (17) positions to be negotiated and concurred on by the Incident Commander and the Agency Administrator from the requesting unit. As well, they may bring an additional six (6) trainee positions and six (6) S420/520 command and general staff mentees. These positions are identified by the IMTs and not by receiving unit. Unless notified otherwise, these trainees will be mobilized for incidents on Federal lands.

National Type 1 IMT Rotation Process

- Type 1 IMTs remain on-call for a maximum of seven (7) days.
- At the time (clock hour and day of the week) a Type 1 IMT from national rotation is requested, the next eligible Type 1 IMT in rotation will be notified and placed in two (2) hour call status and will remain in call status for the next seven (7) days. The next two (2) Type 1 IMTs in national rotation will also be notified of the schedule change. Geographic Areas unable to provide a Type 1 IMT when ordered for a national assignment will be listed as unavailable on the national rotation list and will not be considered until the designated slot rotates into position again.
- Geographic Areas with more than one (1) Type 1 IMT may decide which “eligible” team responds to a National call. Geographic Areas must pass if no “eligible” Type 1 IMT can meet the two-hour call.
- Type 1 IMTs will be considered unavailable for a National assignment if the primary Incident Commander is unavailable or it is necessary to have more than two (2) substitutes to fill Command/General Staff positions. The Deputy Incident Commander may be allowed to take the team with Geographic Area Multi-Coordinating Group (GMAC) approval. Any deviation to the aforementioned availability and substitution principle must have GMAC and NMAC approval. An IMT that is not available for a National assignment will be listed as unavailable on the national rotation list.
- Within Round 1 of the national rotation, once a Type 1 IMT has been committed to an incident, either internally or nationally, it will remain ineligible for a National assignment until all Type 1 IMTs have had an assignment. Once all Type 1 IMTs have had an assignment within Round 1, the national rotation will begin Round 2, following the same procedures that applied in Round 1.

A committed Type 1 IMT that is reassigned to additional incidents prior to being demobilized to home unit will be counted as a single assignment within the round that the team was mobilized.

- Type 1 IMTs that are mobilized but do not actually receive an incident or staging assignment within 48 hours will remain eligible for National assignments in the current round of the National rotation.
- All assignments, internal or national, count as experience.

- Once a Type 1 IMT, mobilized from the National rotation is staged by NICC, that team will be prioritized and assigned when a Geographic Area requires a replacement team. Once a team has been staged by a Geographic Area, the team will be prioritized and assigned to any new incident within that Area, or when a replacement team is needed within the Area. If NICC receives another Type 1 IMT request, the first eligible Type 1 IMT in National rotation will be ordered.
- The Geographic Area will coordinate with NICC before reassigning an out-of-area Type 1 IMT to another incident.
- Geographic Areas with only one (1) Type 1 IMT may stand the team down for rest after coordination with NICC.
- The National Multi-Agency Coordinating Group (NMAC) retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.
- Teams mobilized in the previous calendar year and whose assignment extends into the new calendar year will not be shown as assigned in the new calendar year.
- When situations warrant, rationale is required by NMAC for assignment of Area Command, National Type 1 and 2 Incident Management Teams and NIMO Teams prior to mobilization. This includes internal assignments.

The National rotation and current assignment history for the Type 1 IMTs is maintained throughout the calendar year at web site: http://www.nifc.gov/nicc/logistics/teams/imt_rotate.pdf

NIMO Incident Management Team Type of Assignments

The following criteria will be considered in determining appropriate assignments for NIMO:

- Wildland Fire - NIMO Teams may be ordered for managing wildland fire. This is not limited to Type 1 or 2 wildfires, but may also be appropriate for multiple Type 3 fires for developing personnel capability as mentors, trainers, and evaluators.
  - Trigger Points
    - Multiple ignitions within a GACC
    - Agency Administrator requesting additional support
    - Fire is Type 2 complexity with potential for Type 1 (NIMO Team is assigned and Type 2 IMT remains integrated and in support and/or obtains Type 1 training and experience)
- Long Duration Incidents - A NIMO Team may be assigned to fires that are expected to last for several weeks or as the “second” team in to bring incidents to their conclusion.
  - Trigger Points
    - Incident is projected to last more than 14 days
    - Agency Administrator’s request for additional support
    - Cost containment, WFSA/WFIP, Complexity Analysis, etc., indicates need for a non-traditional approach in managing the incident.

- Mission Specific Assignments
  - National/Geographic Area Operations Support
  - International Assignments
  - All Hazard
  - Fuels Management

National Area Command Team

National Area Command Teams will be mobilized according to the National call-out procedures from the National Area Command Team rotation managed by NICC. Orders for National Area Command Teams will be placed through established ordering channels using an Overhead Group Request to NICC.

National Area Command Team Configuration

National Area Command Teams are comprised of six (6) positions: four (4) specific and two (2) trainees identified by the Area Commander. The Area Commander position may only be filled by a current agency employee.

ACDR	Area Commander
ACPC	Assistant Area Commander, Planning
ACLC	Assistant Area Commander, Logistics
ACAC	Area Command Aviation Coordinator
	Area Command trainees (2 each)

Depending on the complexity of the interface between the incidents, specialists in other areas such as aviation safety, information, long term fire planning, risk planning may also be assigned.

National Area Command Team Rotation Process

- National Area Command Teams remain on-call for a maximum of fourteen (14) days.
- At the time (clock hour and day of the week) an Area Command Team from National rotation is requested, the next eligible Area Command Team in rotation will be notified and placed in two (2) hour call status and will remain in call status for the next 14 days. The next two (2) National Area Command Teams in National rotation will also be notified of the schedule change. An Area Command Team that is not available when ordered by NICC will not be considered until the designated slot rotates into position again.
- National Area Command Teams will be considered unavailable for a National assignment if the primary Area Commander is unavailable or it is necessary to have more than two (2) substitutes to fill Command positions.

  Teams that receive an assignment will be out of the National rotation until all Area Command Teams have had an assignment.

The national rotation and current assignment history for the Area Command Teams is maintained throughout the calendar year at web site:
http://www.nifc.gov/nicc/logistics/teams/area_rotate.pdf.

Incident Support Teams

Teams will be ordered using an Overhead Group request in ROSS, with the exception of Aviation Safety Assistance Teams.

Overhead requests for specialized team member of nonstandard teams, such as After Action Review teams, will be placed as Technical Specialist (THSP).

National Interagency Buying Teams (BUYT)

National Interagency Buying Teams will be mobilized according to the National call-out procedures from the National Interagency BUYT Rotation managed by NICC. Orders for BUYTs will be placed through established ordering channels using an Overhead Group Request.

The primary mission of a BUYT is to support the local administrative staff with incident acquisition. In addition, the BUYT Leader has the responsibility for coordinating property accountability with the Supply Unit Leader. Responsibilities and coordination of BUYTs can be found in the Interagency Incident Business Management Handbook in Chapter 20 and Chapter 40.

BUYTs should not be utilized as de facto payment teams. Incident host agencies should order an Administrative Payment Team if the situation warrants.

BUYTs are ordered by the incident host agency and report to the agency administrator or other designated incident agency personnel. Buying teams work with the local administrative staff to support the incident acquisition effort. Geographic Areas will internally mobilize their National Buying Teams, local Geographic Area buying teams, or ad-hoc buying teams before requesting a National Interagency Buying Team from NICC. National BUYTs are mobilized according to National Call-Out Procedures.

There are thirteen (11) National Interagency Buying Teams. The teams are dispersed as follows.

Northern Rockies	1
Rocky Basin	1
Eastern	2
Southwest	1
California	2
Northwest	1
Southern	2
Alaska	1

BUYT Configuration

National Interagency BUYTs are comprised of a leader and six team members. One of the six members may be assigned as an assistant or deputy leader. In addition to the seven-member team, personnel from the incident host agency or alternate buying team members may be added as needed, to supplement the primary team. One (1) member of the team must be a Contracting Officer. National Interagency BUYTs will consist of the following positions:

- Two (2) qualified procurement personnel.
- Four (4) personnel support positions.
- One (1) procurement or leader trainee.

BUYTs Rotation Process

- BUYTs will remain on-call for a maximum fourteen (14) days.
- At the time (clock hour and day of week) a BUYT from the BUYT Rotation list is requested, the next eligible BUYT in rotation will be notified and will remain in call status for the next fourteen (14) day period. The next two (2 BUYTs in rotation will also be notified of the schedule change. Geographic Areas unable to provide a BUYT when ordered for a National assignment will be listed as unavailable on the BUYT Rotation and will not be considered until the designated Geographic Area slot rotates into position again.
- Geographic Areas with more than one (1) BUYT may decide which “eligible” team responds to a National call. Geographic Areas must pass if no “eligible” BUYT can meet the needed date/time of the request. BUYTs will be considered unavailable for a National assignment if more than two (2) procurement or support positions are to be filled with a substitute.
- The National Interagency Multi-Agency Coordinating Group (NMAC) retains the authority to adjust the BUYT Rotation list when necessary to achieve team experience objectives or for other reasons.

The National rotation and current assignment history can be found at the following web site: http://www.nifc.gov/nicc/logistics/teams/buy_rotate.pdf.

Administrative Payment Teams (APTs)

The National Park Service provides Administrative Payment Teams for incident support. The purpose of the APT is to expedite payment of financial obligations incurred as a result of an emergency incident and relieve the local administrative unit of additional work generated by the incident. After receiving written delegation of authority from the agency administrator, the team is responsible for payment of all financial obligations incurred during the incident.

Requests for APTs will be placed through established ordering channels using an Overhead Group Request to NICC. APTs will be mobilized according to the National call-out procedures from the APTs Rotation managed by NICC.

APTs can make a full range of vendor payments. The following should be considered before requesting an APT:

- Is the incident expected to last for more than fourteen (14) days?
- The incident host agency is unable to process the payments during and after the incident due to regular workload demands.

- The community near the incident is providing support and cannot replenish stock without financial hardship and must be reimbursed fairly quickly.

There are three (3) National Park Service Administrative Payment Teams.

Administrative Payment Teams Configuration
National Park Service APTs consist of the following positions:

- One (1) Team Leader.
- One (1) Alternate Team Leader.
- Two (2) Administrative Assistants.

Actual team composition will be determined by the team leader and the ordering unit's administrative staff.

National Administrative Payment Team Schedule Process
- Administrative Payment Teams will remain on-call for a maximum fourteen (14) days.
- The schedule will change on alternate Tuesdays, at 2400 Mountain Time.

Team 1	Team 2	Team 3
Lisa Wilson – Team Leader	Rachel Acker – Team Leader	Connie Dworak – Team Leader
1/6/-1/19	1/20-2/2	2/3-2/16
2/17-3/1	3/23/15	3/16-3/29
3/30-4/12	4/13-4/26	4/27-5/10
5/11-5/24	5/25-6/7	6/8-6/21
6/22-7/5	7/6-7/19	7/20-8/2
8/3-8/16	8/17-8/30	8/31-9/13
9/14-9/27	9/28-10/11	10/12-10/25
10/26-11/8	11/9-11/22	11/23-12/6
12/7-12/20	12/21-1/3	

Team 1:	Lisa Wilson CA-SBC	OSCC, Riverside, CA
Team 2:	Rachel Acker WI-WIC	EACC, Milwaukee, WI
Team 3:	Connie Dworak NE-MWP	RMCC, Lakewood, CO

Burned Area Emergency Response Team (BAER)

All wildland fire management agencies are responsible for taking immediate and effective post wildfire site and resource stabilization actions designed to protect life and property and prevent further natural and cultural resource degradation while ensuring all environmental and legal mandates are met. Burned Area Emergency Response is an integral part of wildfire incidents.

BAER team mobilization decisions are based on incident complexity and values to be protected. Less complex incidents will use local, regional, interagency, and contracted ad hoc BAER teams and resources. Bureaus coordinators maintain rosters of BAER personnel for less complex incidents.

The Department of the Interior (DOI) maintains one National BAER Team to assist field units plan for complex post-fire emergency stabilization. The National BAER Team is scalable in long and short configurations. It may be ordered as command and general staff, or ordered as individual resources. The full National BAER Team is dispatched to more difficult incidents involving extreme risks to human life and critical Federal assets. Potential floods, mud and debris flows, watershed/municipal water supplies, urban interface, and complex and multiple jurisdictions are the dispatch prioritization criteria issues factored into the mobilization decision. Less complex incidents will use local, regional, interagency, and contracted ad hoc BAER teams. Bureaus coordinators maintain rosters of BAER personnel for less complex incidents.

Department of Interior:

- The Department of the Interior (DOI) maintains a National BAER Team to assist field units in planning for immediate post wildfire site emergency stabilization. National BAER Teams are dispatched to more complex BAER incidents involving extreme risks to human life and critical Federal assets. Potential floods, mud and debris flows, watershed/municipal water supplies, urban interface, and complex and multiple jurisdictions are the dispatch prioritization criteria issues factored into the mobilization decision.
- National Interagency BAER Team resources are mobilized through established ordering channels. The core strategic full national team will consist of thirteen positions and is organized per a National Standard Operating Guide. Dispatch of the full national team will be coordinated using Team Dispatch Prioritization criteria in consultation with the national coordinators. The National BAER Team is scalable in long and short configurations and may also be ordered as command and general staff, or ordered as individual resources.

DOI National Burned Area Emergency Response Team Configuration

The initial callout of the full DOI National BAER Team will consist of no more than 13 positions:

- One (1) BAER Team Leader
- One (1) Deputy BAER Team Leader
- One (1) BAER Environmental Specialist
- One (1) BAER Documentation Specialist
- Two (2) BAER Geographic Information Specialist (GIS)
- One (1) BAER Hydrologist
- One (1) BAER Soil Scientist
- One (1) BAER Geologist
- One (1) BAER Biologist
- One (1) BAER Forester

- One (1) BAER Cultural Resource Specialist
- One (1) BAER Botanist

DOI Burned Area Emergency Response Team Mobilization Process
The ordering unit must make contact with their agency Regional/State BAER Coordinator before placing an order for the National BAER team.

During National Preparedness Levels 1-3, the ordering unit's agency administrator will coordinate any potential full National BAER Team assignment with the concurrence of the agency National BAER Coordinator and National Interagency BAER Team Leader, after making contact with their agency regional/state BAER coordinator.

During National Preparedness Levels 4-5, full national BAER Team assignments will be coordinated through the National BAER Coordinators with the concurrence of the National Multi-Agency Coordination Group (NMAC), after making contact with their agency regional/state BAER coordinator.

NICC will notify the National BAER Coordinator-in-charge for any National BAER Team call-out (in order of contact):

Myron Hotinger (National Coordinator)	BIA	208-387-5246
Lou Ballard (National Coordinator)	FWS	208-387-5584
Rich Schwab (National Coordinator)	NPS	202-513-7129
Dave Repass (National Coordinator)	BLM	202-912-7224
Erv Gasser (National BAER Team Leader)	NPS	206-220-4263

USDA Forest Service:
- The USDA Forest Service (FS) maintains BAER teams at the local units. BAER personnel are dispatched at the local unit.

National Fire Prevention and Education Teams (NFPET)
NFPETs provide skilled and mobile personnel for fire prevention and education activities. They can be ordered to support a variety of situations affecting a large or small area. Teams are effective with the reduction of unwanted human-caused wildland ignitions, when wildland fire severity conditions are imminent, when unusually high fire occurrence is anticipated due to human activity, weather conditions, or hazardous fuels. NFPETs are designed to supplement local prevention and education program efforts on a short term basis. Working with local agencies and resources, NFPETs are equipped to complete on-site prevention assessments and plans, initiate the implementation of the plans, and begin immediate public outreach and information dissemination. Ordering teams for normal, routine, or project work should be discouraged.

Requests for National Fire Prevention and Education Teams will be placed through established ordering channels in ROSS using an Overhead Group Request to NICC. The NFPET Geographic Area Coordinators listed below will work with Geographic Area Coordination Centers to fill team orders.

NFPET Configuration

The minimum team mobilization will be one (1) Team Leader and two (2) team members, consisting of the following positions:

- PETL – Fire Prevention Education Team Leader
- PETM – Fire Prevention Education Team Member
- PIO2 – Public Information Officer Type 2 or,

Additional positions that can be used include:

- PETL (T) – Fire Prevention Education Team Leader, Trainee
- PETM (T) – Fire Prevention Education Team Member, Trainee
- PREV – Fire Prevention Technician
- PIOF – Public Information Officer
- THSP – Public Affairs (agency employee only)
- INVF – Wildland Fire Investigator

Actual team composition will be determined by the team leader and the ordering unit on a case-by-case basis dependent upon the needs of the assignment.

NFPET Coordinators

Geographic Area	Geographic Area Coordinator	Alternate
Great Basin	Loren Walker (801) 625-5245 Cell (801) 690-6352 ldwalker@fs.fed.us	
Eastern	Maureen Brooks (610) 557-4146 Cell (610) 742-7614 mtbrooks@fs.fed.us	
Northern Rockies	Cathy Scofield (406) 329-3409 cell (406) 370-0000 cscofield@fs.fed.us	
Northwest	Lauren C. Maloney (503) 808-6587 Cell (503) 329-3068 lmaloney@blm.gov	Karen Curtiss (541) 383-5583 Cell (541) 480-8246 kcurtiss@fs.fed.us
California	Patrick Doyle (530) 258-5140 Cell (530) 310-3552 pdoyle@fs.fed.us	Dan Tune Cell (559) 360-9663 dtune@fs.fed.us

Geographic Area	Geographic Area Coordinator	Alternate
Rocky Mountain	Jason Hartman (785) 532-3316 Cell (785) 458-2625 hartmanj@ksu.edu	Sheryl Page (719) 553-1638 Cell (303) 809-9860 slpage@fs.fed.us
Southern	Rachel Smith (404) 347-2034 Cell (678) 822-3048 RachelCSmith@fs.fed.com	
Southwest	Fred Hernandez (505) 842-3804 cell (575) 313-9044 fhernandez@fs.fed.us	Dennis Fiore (505) 842-3203 djfiore@fs.fed.us
National	Gwen Beavans (202) 205-1488 Cell: (404) 561-2643 gbeavans@fs.fed.us	

Wildland Fire and Aviation Safety Teams (FAST)

Wildland Fire and Aviation Safety Teams assist Agency Administrators during periods of high fire activity by assessing policy, rules, regulations, and management oversight relating to operational issues. They can also provide the following:

- Guidance to ensure fire and aviation programs are conducted safely.
- Review compliance with Occupational Safety and Health Administration (OSHA) abatement plans, reports, reviews, and evaluations.
- Review compliance with Interagency Standards for Fire and Aviation Operations.

Wildland FASTs can be requested to conduct reviews at the local, state, and geographical levels. If a more comprehensive review is required, a National FAST can be ordered through established ordering channels to NICC using an Overhead Group request.

Wildland FASTs will be chartered by their respective Geographic Area Multi-Agency Coordinating Group (GMAC), with a delegation of authority, and report back to the GMAC.

The team’s report includes an executive summary, purpose, objectives, methods and procedures, findings, recommendations, follow-up actions (immediate, long-term, and national issues), and a letter delegating authority for the review. As follow-up, the team will gather and review all reports prior to the end of the calendar year to ensure identified corrective actions have been taken. FAST reports should be submitted to the Geographic Area, with a copy to the Federal Fire and Aviation Safety Team (FFAST) within thirty (30) days.

FAST Configuration
FASTs include a Team Leader, who is either an Agency Administrator or Fire Program Lead with previous experience as a FAST member; a Safety and Health Manager; and other members with a mix of skills from Fire and Aviation Management.

FAST Mobilization Process
FASTs are requested through established ordering channels to the GACCs, for reviews at the local, State/Regional or Geographic Area level. If a more comprehensive review is required, a National FAST can be ordered through NICC. FASTs are ordered using an Overhead Group request.

Aviation Safety and Assistance Team (ASAT)
Aviation Safety and Assistance Teams enhance safe, efficient, and effective aviation operations. An ASAT provides assistance to unit and aviation managers, flight crews, and incident management teams for increasing, ongoing or declining incident aviation activity. ASATs assist and review helicopter and/or fixed wing operations on wildland fires. During high levels of aviation activity, it is advisable to request an ASAT.

If an ASAT cannot be filled internally, the request may be placed with NICC through established ordering channels using individual overhead requests. ASTATs receive an assignment briefing with management concerns and/or issues identified in a letter delegating authority, which establishes the roles of the team and its expectations. The teams will provide daily feedback to the person(s) identified in the delegation of authority. Teams will conduct an exit briefing and will provide a written report prior to demobilization.

ASAT Configuration
The following configuration, or a similar combination of positions based upon the needs of the ordering unit, will be used when ordering an ASAT.

- THSP – Aviation Safety Manager
- THSP – Operations Specialist (helicopter and/or fixed wing)
- THSP – Pilot Inspector
- THSP – Maintenance Inspector (optional)
- THSP – Avionics Maintenance Inspector (optional)
- Aircraft Dispatcher (optional)

ASAT Mobilization Process
ASAT members are requested through established ordering channels to the GACC.

Serious Accident Investigation Teams (SAIT)
Serious Accident Investigation Teams are mobilized to investigate serious wildland fire accidents. Serious wildland fire accidents are defined in the Interagency Standards for Fire and Fire Aviation Operations, Chapter 18. Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members mobilized through established ordering channels will be placed using individual overhead requests.

Normal SAIT Configuration is as follows:

- THSP – Team Leader
- THSP – Chief Investigator
- THSP – Advisor/Safety Manager
- THSP – Interagency Representative
- THSP – Subject Matter Expert (experienced in specialized occupation)
- PIO – Public Information Officer

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CHAPTER 30
CREWS

Crews will be ordered by a standard type. Three (3) types exist for National or interagency assignments. They are; Type 1, Type 2, and Type 2 with IA (initial attack) capability.

NIFC Forest Service has contracted nationally for T-2IA Crews (National Contract Resources, or NCR). National Contract Resources (NCR) are hosted by local units (Host Unit Coordination Centers, or HUCC) which are contractually required to utilize dispatch priorities when mobilizing crews, as outlined in section C.7 of the National Type-2IA Firefighter Crew Contract. See the following web-site for further details:
http://www.fs.fed.us/fire/contracting/crews/crews.htm

Type 1 Interagency Hotshot Crews

For a complete list of all Type 1 Interagency Hotshot Crews, refer to the following web site:
http://www.fs.fed.us/fire/people/hotshots/IHC_index.html

Minimum Crew Standards for National Mobilization

For a detailed description of minimum crew standards see Interagency Standards for Fire and Aviation Operations, Chapter 13, Firefighter Training and Qualifications at:
http://www.nifc.gov/PUBLICATIONS/redbook/2016/Chapter13.pdf

Or

Wildland Fire and Aviation Program Management and Operations Guide, Chapter 12, Firefighter Training and Qualifications http://www.bia.gov/cs/groups/xnifc/documents/text/idc013072.pdf

Type 1 Crews:

Crews that meet minimum standards identified within the Wildland Fire Incident Management Field Guide, PMS 210, January 2014, http://www.nwcg.gov/publications/wildland-fire-incident-management-field-guide Interagency Hotshot Crews (IHC) are a Type 1 Crew that exceeds the Type 1 Standards as required by the National IHC Operations Guide (revised 2011). Interagency Hotshot Crews require appropriate Federal or State agency sponsorship and a recommendation by their respective Geographic Area Coordinating Group for inclusion into the National Interagency Mobilization Guide. NICC will maintain availability status of Type 1 Crews, but will not recognize internal Geographic Area rotations of these crews.

Type 1 Crews attempting to transport chain saws on other than NIFC contract jets should be prepared to ship their chain saws via an alternative method should loading be refused. Type 1 Crews normally come equipped with hand tools. There may be occasions when Type 1 Crews transported by air do not arrive with hand tools. If tools are needed, they should be ordered separately as supply items.

When Type 1 Crews are transported by aircraft, the receiving unit should be prepared to provide the following:

- Crew transportation.
- Vehicle to transport saws, fuel, and hand tools separate from crew transportation.
- Fire equipment (minimum two (2) cases of fuses).
- Chain saws (four (4) kits).

- Saw fuel (ten (10) gallons, unmixed).
- Bar oil (five (5) gallons).

Type 2 and Type 2 IA Crews:

Crews that meet minimum standards identified within Wildland Fire Incident Management Field Guide, PMS 210, January 2014, http://www.nwcg.gov/publications/wildland-fire-incident-management-field-guide Type 2 Crews will be ordered as Type 2 or Type 2 IA. In addition to the Type 2 minimum standards, Type 2 IA Crews can be broken up into squads and have three (3) qualified sawyers.

Type 2 and Type 2IA Crews ordered through NICC DO NOT come with chain saws or hand tools when transported by air. If chain saws or hand tools are needed, they should be ordered separately as supply items.

Units sending Type 2 and Type 2 IA Crews will determine the ratio of crews to Crew Representatives (CREP) needed for a given assignment. Depending on the assignment, ratios of 1:1 to 1:4 may be appropriate. These responsibilities can be met by an Interagency Resource Representative (IARR) as well. A CREP assigned to Type 2 or Type 2 IA Crew will remain with the crew from the initial dispatch until the crew is released to home unit. CREPs are not required for agency regular crews.

Standard crew size is twenty (20) people maximum and eighteen (18) people minimum (including Crew Boss, Crew Representative, and trainees).

All equipment will be inspected and weighed at time of mobilization to ensure adherence to safe transportation procedures.

All crew personnel mobilized and demobilized outside the local unit through NICC will be identified on a crew manifest form. Crew supervisors will maintain a minimum of four (4) accurate copies of this form at all times. Crew weights will be manifested separate from personal gear and equipment weights. The crew supervisor or CREP will ensure compliance with weight limitations.

Anytime a Geographic Area or State has committed four (4) or more crews, an Interagency Resource Representative (IARR) can be sent by the sending unit or the receiving unit can request them. For each IARR sent, it is the responsibility of the sending GACC to mobilize, demobilize, and ensure proper notification is made to the receiving GACC. An IARR mobilized to incident assignments away from their home unit should have the ability to be fiscally self-sufficient. If the IARR is not self-sufficient, the receiving unit must be notified in advance so they can be prepared to support them.

CHAPTER 40
EQUIPMENT AND SUPPLIES

All Equipment and Supply Orders will follow established ordering procedures (Type 1, 2, 3 incidents), except for the redistribution of supplies within the National Fire Equipment System (NFES). Redistribution of excess supply items will be coordinated by the designated NFES Cache Manager(s). Cache orders will be filled to meet timeframes specified, using the most economical service. All NFES cache items are shipped ready for fireline use.

Equipment/Supplies Mobilization

Contracted resources awarded under a competitive solicitation process shall be mobilized using established dispatch priority lists (DPLs) within their local dispatch area before at-incident agreements are issued. All requests for Contracted equipment shall be ordered through the Host Dispatch Centers identified in the agreement and using established dispatch ordering channels. Dispatchers shall not hold Contracted resources in reserve as a contingency force in a non-pay status when that resource is available.

Examples of Equipment resources are:

- National Contract Mobile Food Services (Caterers).
- National Contract Mobile Shower Facilities.
- Rolling Stock – engines, water tenders, dozers, etc.

Supplies are identified as materials or goods not defined in any other resource or service category.

Examples of Supplies resources are:

- NFES items
- Mobile Cache Vans
- Local Purchase

Equipment/Supplies Demobilization

When demobilizing contracted tactical equipment, contractors awarded Incident Blanket Purchase Agreements (I-BPAs) as a result of competitive solicitations, shall be given priority to remain on the incident over tactical equipment with incident-only EERAs, unless the Incident Commander determines it necessary to deviate based on a specific incident need or objective. This applies to contracted tactical equipment only, and not all contracted resources.

Release information for equipment and accountable supply items must be promptly relayed through ROSS.

National Interagency Support Cache Ordering Procedures

- The National Interagency Supply Cache Coordinator (NISCC) can be activated when activity warrants, but is always activated at the higher PLs
- Orders for cache restock will be placed directly between National Interagency Support Caches until the NISCC position is activated at NICC.
- When the NISCC is activated at NICC, all cache restock orders from National Interagency Support Caches will be placed with the NISCC. Based on national priorities, the NISCC will forward requests to the appropriate National Interagency Support Cache(s) for processing.

The Cache to Cache Restock process should be utilized before large replacement supply orders are procured through other sources. Large replacement supply orders will be coordinated by a representative from the NFES at all planning levels to avoid overstocking the system.

NFES Items in Short Supply

- NICC, in cooperation with NISCC, will advise all incident support agencies of those items in high demand with limited quantities and will distribute this information through the NFES Managed Items List.
- Identified items on the NFES Managed Items List will be requested through established ordering channels and will be coordinated through the NFES Representative at NIFC.

Field Office Replenishment During Fire Season

Agencies will place orders to their servicing National Interagency Support Cache. Replenishment orders must be the result of fire management activities and must be accompanied with the appropriate cost code.

Field Office Replenishment Outside of Fire Season

Whenever possible, field offices must order directly from DLS for those items stocked in the Federal Supply System. All other items will be ordered directly from suppliers unless individual agency instructions prevail.

Incident Replacement of NFES Items

Prior to release from an incident, personnel may request replacement of equipment and supplies that were consumed, lost, damaged or rendered unserviceable on the incident.

The IMT or other incident personnel may authorize replacement of items at the incident if available, or by approving an Incident Replacement Requisition; OF-315/NFES 001300 for replacement of NFES items by the incident's servicing cache. Should the replacement of the approved items not be feasible prior to demobilization of the requesting resource, the incidents servicing cache will forward the request to the resources servicing cache. Caches may only process requests for NFES items. Requests for non-NFES items should be requested on a separate incident replacement requisition to be processed by the home unit. Please refer to the current Interagency Incident Business Management Handbook (Chapter 30) for procedures dealing with replacement of non-NFES supplies and equipment.

Local Unit Incident Replacement: Type 3 and Type 4 Incidents

The hosting units' Agency Administrator or authorized representative must approve all replacement requests.

Incident to Incident Transfer of Equipment and Supplies

Transfer of equipment and supplies between incidents, including those operating under Area Command authority, may occur only with proper documentation so accountability is maintained. Transfer of communications equipment creates safety concerns by increasing the risk of frequency conflict and the possibility of damaged equipment or equipment not tuned being utilized. This may only be done with approval of the NIRSC Communications Duty Officer (CDO).

National Incident Radio Support Cache (NIRSC)

NIRSC is a National Resource composed of multi-channel radio systems and kits available for complex incident communications. The priority use of NIRSC radio systems and kits are for active incidents. All radio systems and kits must be returned to NIRSC as soon as the incident has demobilized. A National Communications Duty Officer (CDO) is available at NIRSC throughout the year. Geographic Area Frequency Managers, Communication Coordinators (COMC), and Incident Communication Unit Leaders (COML) will coordinate with NICC, the Geographic Area, and the NIRSC CDO on all telecommunication issues.

NIRSC stocks NFES 004390 Starter Systems, which will provide the initial Command/Tactical, Air Operations, and Logistical communications requirements of a single incident. Individual kits are available to supplement Starter Systems or to provide support for smaller incidents. The NIRSC CDO can provide assistance in determining a specific incident's communication requirements.

NIRSC radios are synthesized and contain both FS and DOI frequencies. FS and DOI frequencies are not "cleared" nationally. Other agencies use these frequencies and, in some cases, in very critical and sensitive areas. All frequencies must be approved for the areas where they will be used. Any of the national frequencies (FS or DOI) are not to be used without prior coordination with the NIRSC CDO.

NIRSC issues dedicated FM frequencies in conjunction with communication equipment assigned to incidents. NIRSC will order additional temporary FM frequencies from DOI and FS – WO as needed. Government users may not use Family Radio Service (FRS) for communications on any planned or ongoing incident.

For a complete listing of NIRSC telecommunications components, refer to the National Incident Radio Support Cache User's Guide, NFES 000968 (http://www.nifc.gov/NIICD/docs/NIRSC_UG.pdf) or the NWCG Fire Supplies and Equipment Catalog, Part 1, NFES 000362 (http://www.nwcg.gov/node/15147).

Radio Ordering

Requests for NIRSC radio systems and kits will be placed in ROSS with NICC through established ordering channels. To insure proper frequency coordination, the ordering office must include a Needed Date/Time, Latitude and Longitude of the incident, shipping address and receiving incident phone number. For shipping purposes a physical address which includes a street name and number, city, state, and zip code is required.

Each Geographic Area may order up to four (4) Starter Systems for preposition during their established fire season. The NIRSC CDO must be contacted at 208-387-5644 when an order for a Starter System is received for an incident. The CDO will identify which prepositioned Starter System will be assigned to the incident. A replacement Starter System may be requested after commitment of a prepositioned Starter System. Replacement Starter Systems may not be filled where congestion of spectrum is an issue. In these instances, special frequency Starter Systems will be built on an as needed basis and shipped to the incident.

Radios will be used as received without modification. Defective radio equipment will be immediately returned to NIRSC for maintenance. To maintain quality and quantity for the field, each Starter System or kit will be returned to NIRSC for rehabilitation immediately after each assignment. The incident or unit charged with custody of the radio equipment is responsible for a complete inventory of that equipment upon return from the incident.

Prepositioned radio systems and kits will be returned to NIRSC as soon as the need has diminished or annually for preventative maintenance. Prepositioning NIRSC radio systems and kits longer than six (6) months requires NIRSC approval.

Frequency and Radio Demobilization

Temporary frequencies and any radio equipment with temporary frequencies will be released first due to licensing requirements. NIRSC radio systems and kits should be inventoried, sealed, and returned promptly to NIRSC/NIFC. Do not stockpile kits. Spare seals are supplied in each box. Incidents are responsible for ensuring all radio systems or kits are returned or accounted for on a Property Loss Statement.

Incident Remote Automatic Weather Stations, (IRAWS-NFES 005869)

75 IRAWS are cached at the Remote Sensing Fire Weather Support Unit for response to wildland fires and other projects requiring environmental monitoring. For specific use and description, refer to the NWCG Fire Supplies and Equipment Catalog, Part 1, NFES 005869. The availability of equipment and associated technician support depends on a variety of factors. Prior phone coordination with the National Interagency Fire Center Remote Weather/Fire Weather Support Unit (RSFWSU) at (208) 387-5726 is recommended.

Requests for IRAWS will be placed with NICC through established ordering channels. Any necessary IRAWS technicians, vehicles, or air transportation required for mobilization and demobilization will be coordinated through NICC. RAWS Technicians will accompany the IRAWS when mobilized and do not require a separate Overhead request to be tracked. When ordering for wildland fire incidents, coordinate IRAWS requirements with an IMET if one is assigned. For further information on the IRAWS units, contact the Remote Sensing/Fire Weather Support Unit RAWS Coordinator at 208-387-5726. Upon release from the incident, the IRAWS will be returned to NIFC via the most expeditious method available.

National Contract Mobile Food Services and National Contract Mobile Shower Facilities

For a complete listing of the Schedule of Items and contract specifications for the National Mobile Food Service Contract and National Mobile Shower Facilities Contract, refer to the current National Contract Mobile Food Services publication, NFES 001276, and the National Contract Mobile Shower Facilities publication, NFES 002729. This information can also be found at the following web site: http://www.fs.fed.us/fire/contracting/

National Contract Mobile Food Service Units

Any time mobile food services are needed for federal wildland fire incidents in the western United States, the Federal Wildland Fire Agencies are obligated to order services from the National Mobile Food Services Unit (MFSU) Contractors any time (1) the number of people to be fed is at or above 150 persons per meal and (2) the headcount is estimated to remain at those numbers, or greater, for at least 72 hours from when the headcount first reaches 150 per meal, provided that the Contractors can reasonably meet the incident's needs and required time frames. MFSU Contractors will be given the opportunity to provide three meals per day unless other arrangements are mutually agreed to with the FDUL or the needs of the incident require different meal options such as Meals Ready to Eat (MRE).

MFSU also may be ordered for other types of incidents at the Government's option. State and other federal cooperators may also utilize this contract at their option. However, the ordering procedures at Section C.2 of the National Mobile Food Services Contract will be followed for all orders. For additional information, refer to the National Mobile Food Services Contract publication or the on the web at: http://www.fs.fed.us/fire/contracting/food/food.htm

National Contract Mobile Shower Facilities Units

Any time mobile Shower Facilities are needed for federal wildland fire incidents in the western United States, the Federal Wildland Fire Agencies (see Section J.10, National Mobile Shower Facilities Contract), are obligated to order services from the National Mobile Shower Facilities Contractors, provided that the Contactors can reasonably meet the incident's needs and required time frames (See Section C.2, 2.2, National Mobile Shower Facilities Contract). Mobile Shower Facility Units also may be ordered for other types of incidents, at the Government's option. State and other federal cooperators may also utilize this contract at their option. However, the ordering procedures at Section C.2 will be followed for all orders. For additional contract information, refer to the National Mobile Shower Facilities Contract publication or on the web at: http://www.fs.fed.us/fire/contracting/shower/shower.htm

National Contract Mobile Food Services and Shower Facilities Mobilization

All National Contract Mobile Food Service Units and Mobile Shower Facility Units in the lower 48 States are ordered through and mobilized by NICC through established ordering channels.

- Mobile Food Service Unit requests require a completed Food Service Request Form at the time of request. (See Chapter 80)
- Shower Facilities requests require the approximate number of personnel to service, estimated duration, and date and time the showering is to begin.

If an incident has a need for additional mobile food service units or shower facilities units, the request will be placed with NICC through established ordering channels. NICC will determine and assign the appropriate units to all Federal wildland fire incidents.

When necessary, as determined by the incident, a Contracting Officer's Technical Representative (COTR) may be ordered through the appropriate Geographic Area. If the Geographic Area is unable to provide a COTR, the order will be placed through NICC. Once the unit is operating smoothly, the COTR may be demobilized from the incident through the appropriate dispatch channels.

National Contract Mobile Food Services and Shower Facilities Reassignments

All requests to reassign National Contract Mobile Food Services or Shower Facilities units will be placed with NICC through established ordering channels. All reassignments of National Contract Mobile Food Services and Shower Facilities units will be communicated to the vendor by NICC.

National Contract Mobile Food Services and Shower Facilities Demobilization

All release information will be entered into ROSS within fifteen (15) minutes of demobilization. Contractors may take twenty-four (24) hours to rest and replenish supplies within the local area after release. After 24 hours, contractors must return to the unit's designated dispatch point.

Engines and Water Tenders

The tables list the NWCG type minimum requirements for engines and water tenders. Please use these types when requesting engines and water tenders.

Engine ICS Typing

	Engine Type						
	Structure		Wildland				
Requirements	**1**	**2**	**3**	**4**	**5**	**6**	**7**
Tank minimum capacity (gal)	300	300	500	750	400	150	50
Pump minimum flow (gpm)	1000	500	150	50	50	50	10
@ rated pressure (psi)	150	150	250	100	100	100	100
Hose 2½"	1200	1000	–	–	–	–	–
1½"	500	500	1000	300	300	300	–
1"	–	–	500	300	300	300	200
Ladders per NFPA 1901	Yes	Yes	–	–	–	–	–
Master stream 500 gpm min.	Yes	–	–	–	–	–	–
Pump and roll	–	–	Yes	Yes	Yes	Yes	Yes
Maximum GVWR (lbs.)	–	–	–	–	26,000	19,500	14,000
Personnel (min)	4	3	3	2	2	2	2

— = Not applicable

NFPA = National Fire Protection Association

GVWR = gross vehicle weight rating

Water Tender ICS Typing

	Water Tender Type				
	Support			Tactical	
Requirements	**S1**	**S2**	**S3**	**T1**	**T2**
Tank Capacity	4,000	2,500	1,000	2,000	1,000
Pump minimum flow (gal/min)	300	200	200	250	250
At rated pressure (psi)	50	50	50	150	150
Maximum refill time (minutes)	30	20	15	–	–
Pump and roll	–	–	–	Yes	Yes
Personnel (minimum)	1	1	1	2	2

— = Not applicable

Note:

1. All types shall meet Federal, state, and agency requirements for motor vehicle safety standards, including all gross vehicle weight ratings (GVWR) when fully loaded.
2. Type 3 engines and tactical water tenders shall be equipped with a foam proportioner system.
3. All water tenders and engine Types 3 through 6 shall be able to prime and pump water from a 10-foot lift.
4. Personnel shall meet the qualification requirements of NWCG's National Incident Management System: Wildland Fire Qualification System Guide (PMS 310-1, June 2012).

Common Additional Needs for Engines and Tenders (Request As Needed)

- All-wheel drive (includes four-wheel drive)
- High-pressure pump (250 psi at one-half flow of Type)
- Foam proportioner
- Compressed Air Foam System (CAFS) 40 cfm minimum
- Additional personnel

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CHAPTER 50
AIRCRAFT

NICC is the sole source for large transport aircraft holding Federal Aviation Regulations (FAR) Part 121 Certificates and for Type 1 and 2 Call-When-Needed (CWN) Helicopters.

Cooperator aircraft (State contracted, State owned, State managed National Guard aircraft, county, city, or other) may be used on federal fires under the following conditions:

- The pilot and aircraft have been approved in writing for the aircraft and the mission by either the FS or the Office of Aviation Services (OAS).
- There exists a written MOU (Memorandum of Understanding), Interagency Agreement, or other document that authorizes this use and payment for this use.
- The cooperator aircraft will be operated within any limits on its use established in the written approval.
- The cooperator aircraft will be used only in situations where federal aircraft are not reasonably available.
- The cooperator aircraft will be released when federal aircraft become reasonably available.
- Use of cooperator-owned aircraft prior to exhausting contracted resources must involve a "significant and imminent threat to life or property."

Aircraft Mobilization

When a Geographic Area has depleted local and available aircraft resources, request(s) will be placed with NICC. Aircraft assigned will become the receiving Area's resource until released. The following terminology will be used when requesting aircraft through NICC:

- Knots (kts.) will be the standard term used to reference airspeed.
- VORs (Very High Frequency Omni-directional Range) will be used to reference direction.
- Latitude and longitude must be provided in Degrees Decimal Minutes (DDM), utilizing GPS Datum WGS84degrees and minutes.
- Aircraft registration numbers will be used when referencing helicopters, lead planes, and air attack aircraft. Airtankers and SEATs will be referenced by the airtanker number; e.g., T-00.

The following selection factors will be used when ordering aircraft:

- Airtankers: Loaded or empty (two [2] hour maximum flight when loaded, except for the VLATs).
- Timeliness.
- Cost effectiveness.
- Performance specifications for density/high altitude operations.
- Appropriately carded.
- Special applications such as special-use flights, tundra pads, float, etc.

Initial Attack Load

When smokejumpers are needed jump-ready for initial attack with aircraft, they are to be requested in ROSS as “Load, Smokejumper, Initial Attack” on an Aircraft request. Specifying the delivery system is not permitted. The sending unit will fill the request with a roster in ROSS or by forwarding a manifest form, with name and agency identification, through the established ordering channels. This information can be acquired after the jumpship is airborne. Any intent to retain Smokejumpers which have not been utilized as an IA load will be negotiated between the GACCs and NICC. GACCs pre-positioning smokejumpers when multiple starts are occurring or predicted will specify the anticipated duration. If not deployed during this period, smokejumpers will be made available for higher priorities, unless longer duration is negotiated between the GACCs and NICC.

Smokejumpers held as boosters after release from the first IA assignment will be placed on an Overhead order using individual “O” requests. Smokejumpers recovered and mobilized to another assignment, internally or across Geographic Area boundaries, will also be placed on an Overhead order.

Aircraft delivering Initial Attack smokejumpers will return to the sending base or a designated airport before the end of the pilot’s daily flight or duty limitations. Any intent or necessity to retain the aircraft will be negotiated between NICC and the GACCs. If the aircraft is retained past the first operational period, it will be placed on an Aircraft request through established ordering channels.

Aircraft Demobilization

Flight Following will be performed on all Government or exclusive use contract aircraft being demobilized. NICC will release charter and CWN aircraft to the vendor without flight following provided no Government personnel or cargo is on board. All aircraft release information will be entered in to ROSS.

Flight Management Procedures

National Flight Following Frequency (168.6500 MHz)

The National Flight Following Frequency is used to monitor interagency and contract aircraft. All aircraft on point-to-point or mission flights should establish/terminate flight following, and confirm Automated Flight Following (AFF) on the National Flight Following frequency. All dispatch centers/offices will monitor the National Fight Following frequency at all times. A CTCSS tone of 110.9 must be placed on the transmitter and receiver of the National Flight Following frequency. The National Flight Following frequency is to be used for flight following, dispatch, or redirection of aircraft. No other use is authorized.

Types of flights:

Point-to-Point

Point-to-point flights originate at one developed airport or permanent helibase, with a direct flight to another developed airport or permanent helibase. These types of flights are often referred to as "administrative" flights. These flights require point-to-point approved pilots and aircraft. A point-to-point flight is conducted higher than 500 feet above ground level (AGL) except for takeoff and landing.

Mission Flights

Mission flights are those flights that do not meet the definition of a point-to-point flight. These types of flights are often referred to as “tactical” flights. A mission flight requires work to be performed in the air (such as retardant or water delivery, reconnaissance, smokejumper delivery, sketch mapping), or through a combination of ground and aerial work (such as delivery of personnel and/or cargo from a helibase to an unimproved landing site, rappelling, cargo let-down, or wild horse herding). The pilot and aircraft must be agency approved (carded) for the mission being performed.

FAA Flight Plans and Flight Following

All flights conducted under FAA Instrument Flight Rules (IFR) are automatically provided FAA flight following. Administrative flights conducted under Visual Flight Rules (VFR) flight plans require the pilot to file a flight plan with the appropriate FAA facility. The pilot must request FAA flight following. Air Traffic Control (ATC) may or may not provide it. It is the pilot’s responsibility to confirm with dispatch which type of FAA flight plan will be used. The pilot shall close out the flight plan with the FAA once the flight is completed. FAA flight plans and flight following are generally used for point-to-point flights and the pilot or flight manager will contact dispatch with an estimated time of departure, estimated time en route and close out with dispatch once the aircraft is on the ground to accomplish resource tracking.

Agency Flight Plans and Flight Following

Agency flight plans are the responsibility of the originating dispatch office and are documented on a Flight Request/Flight Schedule or an Aircraft Resource order for mission flights. For mission flights, there are two types of Agency flight following: Automated Flight Following (AFF), and Radio Check-in. AFF is the preferred method of agency flight following. If the aircraft and flight following office have AFF capability, it shall be utilized. Periodic radio transmissions are acceptable when utilizing AFF. (See AFF procedures below for more information). Radio Check-in/Check-out flight following requires verbal communication via radio every 15 minutes. The dispatcher will log the aircraft call sign, latitude, longitude and heading. Agency flight following is used for all mission flights. All aircraft operating on Agency flight plans shall monitor Air Guard. Helicopters conducting Mission Flights shall check-in prior to and immediately after each takeoff/landing per IHOG 4.II.E.2. For point-to-point flights, AFF flight following may be used as well. The pilot or flight manager will, as a minimum, contact dispatch prior to the flight with an estimated time of departure, estimated time en route, souls and fuel on board and will close out with dispatch once the aircraft is on the ground. Flight following is the responsibility of the originating dispatch office and will remain so until transferred through a documented, positive handoff. The flight following dispatch office shall be continually staffed while an aircraft is airborne. Confirmation of an aircraft’s arrival at a specified destination is required to ensure that a flight has been completed safely. It is the pilot’s responsibility to close out a flight plan. If an aircraft is overdue, it is the receiving dispatcher’s responsibility to initiate aircraft search and rescue actions. Flight following problems are documented through the SAFECOM system.

NICC will Resource Track all aircraft crossing Geographic Area boundaries, which have been ordered through NICC on:

- Aircraft Orders
- Flight Requests
- IA Smokejumper Orders

Responsibilities

SENDING UNIT – The Sending Unit is the dispatch unit which sends the aircraft from the vendor or Government aviation unit.

RECEIVING UNIT – The Receiving Unit is the dispatch unit which is receiving the resource.

Responsibilities of the Sending Unit:

- Obtain actual time of departure (ATD) and estimated time of arrival (ETA) from the initial departure airport from pilot/vendor.
- Relay the ATD, ETA, and method of Flight Following (agency or FAA) to the Sending Unit's GACC via established ordering channels.
- Notify the GACC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Assist with search procedures for overdue aircraft. Utilize agency aircraft search/rescue guides, as appropriate.
- On any flight requiring stops en route to a destination, instruct the Pilot-In-Command or Flight Manager to contact NICC at (800) 994-6312. Aircraft support vehicles should contact NICC at fuel stops.

Responsibilities of Sending GACC:

- Sending GACC will relay the flight itinerary to NICC via email or fax.
- Notify NICC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Assist with search procedures for overdue aircraft. Utilize agency aircraft search and rescue guides, as appropriate.

Responsibilities of NICC:

- Relay flight itinerary to the receiving GACC by email or fax.
- Notify receiving GACC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Resource track tactical aircraft to specified destinations.
- Monitor flight plans for additional utilization.
- Responsibilities of Receiving GACC:
- Relay flight itinerary to the Receiving Unit by email or fax.
- Notify Receiving Unit of known delays/advances of a flight plan exceeding thirty (30) minutes.
- Confirm arrival of all tactical aircraft to NICC by telephone; notify NICC of any aircraft overdue by more than thirty (30) minutes.
- Assist with search procedures for overdue aircraft. Utilize agency aircraft search and rescue guides, as appropriate.

Responsibilities of Receiving Unit:

- Confirm arrival of all tactical aircraft by telephone to Receiving GACC.
- Notify Receiving GACC of any delays of a flight plan exceeding thirty (30) minutes; notify receiving GACC of any aircraft overdue by more than thirty (30) minutes.
- Initiate/assist with search procedures for overdue aircraft. Utilize agency aircraft search and rescue guides, as appropriate.

Automated Flight Following (AFF) Requirements and Procedures

AFF reduces the requirement to "check in" via radio every 15 minutes, and provides the dispatcher with a wide range of information on the flight, airspace, and other data that may be pertinent to the flight. This reduces pilot workload, clears congested radio frequencies, and provides the dispatcher with much greater detail and accuracy on aircraft location and flight history.

Requirements to Utilize AFF:

- Automated flight following does **NOT** reduce or eliminate the requirement for aircraft on mission flights to have FM radio capability, and for the aircraft to be monitoring appropriate radio frequencies during the flight.
- Procedures for flight requests, ordering aircraft, requirement for a Flight Manager, etc., are the same as radio check-in procedures.
- The aircraft must be equipped with the necessary hardware (transmitter and antenna).
- The dispatch office responsible for the flight following must have a computer connected to the Internet immediately available to them in the dispatch office. Dispatch office(s) responsible for flight following shall be staffed for the duration of the flight.
- Training: The flight following dispatcher must have a working knowledge of the automated flight following program (Web tracker) and must have a current username and password for the automated flight following system.

Procedures for Utilizing AFF:

- When an aircraft is ordered, or a user requests flight following from a dispatch office, and the above listed requirements are met automated flight following shall be utilized.
- The dispatch office will log on to the automated flight following web site, verify that the aircraft icon is visible on the screen, and be able to quickly monitor this page at any time during the flight.
- The dispatch office will provide the pilot with FM frequencies and tones that will be monitored for the duration of the flight.
- The pilot will relay the flight itinerary, ETD, ETA and fuel on board to the dispatch center.
- When aircraft is initially airborne, and outside of sterile cockpit environment, the pilot will contact the dispatch office via radio stating "Nxxxx off (airport or helibase name), ATD, SOB, FOB and ETE on AFF". Dispatch office shall respond "Nxxxx, (dispatch call sign) AFF." This is required to positively verify that both the aircraft and the dispatch office are utilizing AFF, radios are operational, and that the dispatcher can "see" the aircraft on the computer screen. If there is a problem at this point, change to radio 15-minute check-in procedures until the problem is resolved.
    - If radio contact cannot be established the pilot will abort the mission and return to the airport/helibase.

- If there is a deviation from the planned and briefed flight route, the pilot will contact the dispatch office via radio with the changed information.
- The dispatch office will keep the AFF system running on a computer for the entire flight and will set a 15-minute timer and monitor the computer at a minimum and document, for the duration of the flight.
- If the aircraft icon turns RED, it means the signal has been lost. Immediately attempt contact with the aircraft via radio and follow normal lost communication, missing aircraft, or downed aircraft procedures as appropriate. If radio contact is made after a lost signal, flight may continue utilizing 15-minute radio check-ins for flight following. (During tactical operations below 500' a periodic red indication is normal and does not necessitate an 'immediate' contact especially if flight following has been established with the incident. This should be addressed during the pre-flight briefing.)
- When the aircraft has completed the flight and landed, the pilot or flight manager (passenger, observer, Flight Manager, ATGS, etc.) shall contact the dispatch office via radio or telephone informing them that they are on the ground.
- If the flight will cross "traditional dispatch boundaries," the originating dispatch office must coordinate with affected units, and establish if the aircraft will be flight followed for the duration of the flight from the originating office or handed off when the border is crossed. Either option is acceptable but must be communicated and understood between dispatch offices and pilots/flight managers.

Additional information about AFF can be found at: https://www.aff.gov/

Airtankers

Airtankers are National Resources and their primary mission is initial attack operations. The NICC will prioritize and allocate federal airtankers by positioning them in areas of current or predicted high wildfire danger or activity. Geographic Areas managing these aircraft will make them available for wildland fire assignments when ordered by NICC. This will be accomplished by ensuring that all support functions (i.e., airtanker Bases and Local Dispatch Centers) that are required for the mobilization of national assets (i.e. Airtankers, Lead Planes, ASMs, and Type 1 and 2 Helicopters) are staffed and maintained to support mobilizations. When a Geographic Area has depleted available VLAT or Large Airtanker (Type 1 or 2) resources, request(s) will be placed with NICC. Large Airtanker initial attack agreements between neighboring unit level dispatch centers are valid only where proximity allows the airtanker to respond loaded direct to the incident.

There are five (5) types of airtankers:

Type	Capacity (Minimum)
VLAT	8,000 gallons or more
1	3,000 to 7,999 gallons
2	1,800 to 2,999 gallons
3	800 to 1,799 gallons
4	Up to 799 gallons

Airtanker Management

To ensure consistent utilization, rotation and management of the national airtanker fleet, please refer to PMS 508 Interagency Airtanker Base Operations Guide, PMS 506 Interagency SEAT Operations Guide and supplemental direction provided in NMAC correspondence #2015-4 or superseding NMAC correspondence.

Airtanker Use in Optional and Post Season Periods

Post Season and Optional Use airtanker activations are processed by the Contracting Officer (CO), through the Designated Administrative Contracting Officers (ACO).

The following process is used to activate airtankers during the Post Season and Optional Use periods:

- The requesting GACC will place request(s) for airtankers with NICC.
- NICC will notify the CO or designated representative of request(s).
- The CO or designated representative and NICC will determine the availability of airtankers and will notify the national airtanker inspector(s), if needed. The CO or designated representative will notify the ACO of the contract item to be activated.
- NICC will notify the GACC of the airtanker activation.
- NICC will request the airtanker from the appropriate vendor.

Modular Airborne Firefighting Systems (MAFFS)

- Objectives

  MAFFS provides emergency capability to supplement commercial airtankers on wildland fires.

- Policy

  MAFFS are National Resources and are used as a reinforcement measure when contract airtankers are committed or not readily available. MAFFS will be made available to assist foreign governments when requested through the Department of State or other diplomatic Memorandum of Understanding (MOU).

- Responsibility

  Geographic Areas are responsible for ascertaining all suitable commercial airtankers are assigned to wildland fires or committed to initial attack before placing a request for a MAFFS Mission to NIFC. For additional information, see the MAFFS Operating Plan.

- NIFC Responsibility

  NIFC is responsible for ascertaining that all suitable commercial contract airtankers nationally are committed to wildland fires, initial attack, or cannot meet timeframes of requesting units. When this occurs, the Duty Coordinator will notify the FS Assistant Director for Operations, NIFC. The FS Assistant Director for Operations or his/her acting, NIFC, or in his/her absence, the FS Assistant Director for Aviation, Fire and Aviation Management Washington Office, is responsible for initiating a MAFFS mission. Once approval is given, the NICC Manager activates the request through proper DOD channels.

  After the initial contact has been made, the NICC will submit a Request for Assistance (RFA) to the DOD Liaison at NIFC. The Governors of California, Wyoming, and North Carolina may activate their respective Air National Guard Units having MAFFS equipment and qualified crews for State-controlled fires. Approval for use of MAFFS equipment must be obtained from the FS Assistant Director for Operations, NIFC, prior to this activation.

  When MAFFS are activated by a governor, the FS Regional Office for that State will assign an accounting code for the incident.

  - Ordering Criteria
    - FS domestic requests will be placed through established ordering channels to NICC.
    - NICC will place a Request for Assistance (RFA) to the NIFC Defense Coordinating Officer (DCO). The DCO places the RFA concurrently with the US Northern Command and the Joint Directorate of Military Support for approvals.
    - The requesting Geographic Area needs to order the following support:
      - 1 each MAFFS Liaison Officer (MLO aka MAFF) and 1 each MLO trainee
      - 1 each Airbase Radio Kit (NFES 4660)
      - 1 each MAFFS Communications Specialist (THSP)
      - 1 each Assistant MAFFS Liaison Officer.
      - 1 each MAFFS Airtanker Base Manager (MABM) and 1 each MABM trainee
      - Logistics, Finance, and Information personnel
    - MAFFS Operations must also include a MAFFs qualified Lead Plane.

The Receiving Unit must be prepared to provide administrative support (procurement, motel rooms, phones, office space, clerical and timekeeping support, transportation) to accommodate as many as 26 people per two (2) aircraft. Refer to the current MAFFS Operating Plan for specifics.

Water Scoopers

Water scooper's primary mission is initial attack operations. The NICC will prioritize and allocate federal water scoopers by positioning them in areas where they can be tactically effective and where current or predicted high wildfire danger or activity is occurring. Geographic areas managing these aircraft will make them available for wildland fire assignments when ordered by NICC.

Single Engine Airtankers (SEATs)

Federally contracted SEATs are managed under either exclusive use or CWN contract. The CWN contract SEAT module includes a support vehicle with batch mixing capability for wet and dry retardant. They are available for interagency use and will be requested through established ordering channels. If the ordering office cannot provide a SEAT Manager for a SEAT, the SEAT Manager will be requested on an Overhead order. For additional information, see the Interagency SEAT Operations Guide (ISOG), NFES 001844.

Lead Planes

Lead Planes are National Resources. Areas administering these aircraft will make them available for wildland fire assignments when ordered by NICC, if not currently committed to fires. Requests for lead planes may be filled with an ASM. Aerial Supervision Modules (ASM)

The ASM is a fixed wing platform that utilizes two (2) crew members to perform the functions of traditional air attack and low-level lead operations. The ASM requires both crew members to be trained to work as a team, utilizing Crew Resource Management (CRM) skills and techniques to enhance safety, efficiency, and effectiveness. ASMs are National Resources.

Areas administering these aircraft will make them available for wildland fire assignments when ordered by NICC.

For a list of all Lead Planes/Aerial Supervision Aircraft, refer to the following web site: http://www.nifc.gov/nicc/logistics/aviation/Lead_Planes.pdf

Smokejumper Aircraft

For a list of all Smokejumper Aircraft, refer to the following web site: http://www.nifc.gov/nicc/logistics/references/Smokejumper_Aircraft.pdf

Tactical and Reconnaissance Aircraft

Air Tactical and reconnaissance aircraft are on Call-When-Needed (CWN) and Exclusive Use Contracts solicited and inspected by the OAS and other federal agencies. They are available for interagency use and will be requested through established ordering channels. The ordering office may request the aircraft with specific avionics equipment as shown below.

Required Equipment	Type 1	Type 2	Type 3	Type 4
Aeronautical VHF-AM radio transceivers	2 each	2 each	2 each	2 each
Aeronautical VHF-FM radio transceivers	2 each	1 each	1 each	N/A

Required Equipment	Type 1	Type 2	Type 3	Type 4
Transponder & altitude encoder	Yes	Yes	Yes	Yes
Panel Mounted or Aviation Handheld GPS	1 each	1 each	1 each	1 each
TAS (BLM)	Yes	N/A	N/A	N/A
Separate audio control systems for pilot and ATGS	Yes	Yes	N/A	N/A
An audio control system	N/A	N/A	Yes	Yes
Audio/mic jacks with PTT capability in the rear seat connected to the co-pilot/ATGSs audio control system	Yes	Yes	N/A	N/A
An intercommunication System	Yes	Yes	Yes	Yes
AUX-FM provisions	Note 1	Note 1	N/A	N/A
AFF	Yes	Yes	Yes	Yes
2 – aeronautical VHF-FM antennas	N/A	N/A	N/A	Yes
An accessory power source	N/A	N/A	N/A	Yes
A portable Air Attack kit (Note 2)	N/A	N/A	N/A	Yes

Note 1: Type 1 and 2 aircraft must have either AUX-FM provisions or an additional aeronautical VHF-FM radio transceiver.

Note 2: Air Attack kits may be agency or contractor furnished.

Helicopters – Call-When-Needed (CWN)

- Type 3 helicopters are ordered through normal ordering channels and are dispatched either locally, or through Geographic Area Coordination Centers.
- With the exception of Alaska, all Type 1 and 2 helicopters are National Resources and will be dispatched by NICC.

  There are two (2) categories of helicopters:

  - Limited: No government personnel/passenger or internal cargo transport, lift only. See Interagency Helicopter Operations Guide, NFES 001885 for additional information.
  - Standard: Government personnel/passenger and cargo hauling.

Exclusive Use Contract Helicopters

- All FS Exclusive Use Type 1 and 2 Helicopters are contracted by NIFC.
- All Exclusive Use Contract Helicopters for DOI Agencies are solicited, inspected, and contracted by DOI AQD and OAS.
- Exclusive Use Contract Helicopters are dispatched locally by the Administrative Unit.
- Helicopter Modules

- When processing requests for helicopters, NICC will inform the requesting GACC of the contract type of the assigned resource: Exclusive Use or CWN. Exclusive Use Contract helicopters are mobilized complete with an assigned module. If the request is filled with a CWN helicopter, the requesting Area must provide a module or order a module through NICC. A helicopter manager (HMGB) must be identified and confirmed in the Special Needs block before NICC assigns a CWN helicopter, with the exception of Alaska, due to the extended mobilization time of the aircraft from the Lower 48 to Alaska. CWN helicopter managers and/or modules will meet with their assigned helicopter off-site from the incident prior to performing work. The specific reporting location should be identified on the Resource Order, such as a Fixed Base Operator (FBO) or other easily located site. GACCs will obtain approval from NICC prior to reassigning Type 1 or 2 Helicopters to another incident.
- When ordering helicopters with rappel or short haul capability, request the aircraft as normal and define the added capability in the “Special Needs” block of the Resource Order.

Periodically, Forest Service Type 1 and Type 2 Exclusive Use Helicopters not within their Mandatory Availability Period (MAP) are hired under their Exclusive Use Contract for optional use periods for incidents or projects. A modification to the Exclusive Use Contract is required for the duration of the incident assignment. The Exclusive Use Contract designates the COR and the Exclusive Use Helicopter Manager. If, the designated FS Exclusive Use Helicopter Manager is not immediately available, the requesting Geographic Area will assign an available Exclusive Use Helicopter Manager to the helicopter until the designated Exclusive Use Helicopter Manager arrives at the incident. The designated Helicopter Manager will then manage the helicopter thereafter. The COR will be notified that the Exclusive Use Helicopter is being dispatched.

Large Transport Aircraft

Large transport aircraft are National Resources and will be requested through NICC.

- Scheduling: Large transport aircraft arranged by NICC are requested on a per mission basis. Flight Following ATD/ETE will be relayed by the NICC Aircraft Desk for each flight leg.
- Requests for Large Transport: When requesting a large transport aircraft, the following information is required:
  - Number of passengers and/or cargo weight per destination, and combined total weight for the flight.
  - Pick-up point at jetport and time passengers and/or cargo are available to load. NICC requires 48 hour lead time to plan and schedule aircraft for demobilization flights.
  - Pick-up point at the jetport is the Fixed Base Operator (FBO) or gate at the airport terminal where the aircraft will park.
  - Passengers must be weighed and manifested prior to boarding the aircraft.
  - Government or contractor support available at each airport, including contact person and telephone number.
  - All personnel listed on the manifest and flight crew members should be provided at least one sack lunch.

Airborne Thermal Infrared (IR) Fire Mapping

Infrared equipment and aircraft are National Resources. All requests for infrared flights will be placed with NICC through established ordering channels no later than 1530 Mountain. All requests for infrared services will be on a ROSS aircraft request. Infrared Scanner Request Forms for infrared flights will be created at the National Infrared Operations (NIROPS) website at: http://nirops.fs.fed.us/rcr/scanner/index.php. User accounts can be requested by contacting NIROPS directly. If the website is unavailable, a faxed Infrared Aircraft Scanner Request Form (See Chapter 80) will be submitted for each request. A qualified Infrared Interpreter (IRIN) must be confirmed or in place at the time of the infrared flight.

NICC may assign these resources to a Geographic Area during lower Preparedness Levels (PL). When assigned to a Geographic Area, the GACC will provide a qualified IR Coordinator and provide for Flight Following of assigned aircraft. NICC will flight follow between Geographic Areas.

NICC will maintain the flight scheduling and priority setting for national infrared resources when competition exists.

Flight crews, when assigned to a Geographic Area, will coordinate with the using agency's IR Liaison and IR Coordinator. The IR Coordinator will keep informed of mission priorities, flight times, etc.

Users of Infrared Services should be familiar with the contents of the Infrared (IR) Thermal Mapping Operations Manual, available from the Infrared Operations Specialist at NIFC, (208) 387-5647 or at http://nirops.fs.fed.us/irin.

The objectives of the Infrared Program are:

- Primary: Provide infrared support and services to all agencies engaged in wildland fire activities.
- Secondary: Provide infrared support for other resource projects as priorities, time, and capabilities allow.

Infrared Aircraft

Aircraft	Flight Rate Per Hour
N144Z – Cessna Citation	$ 1850
N149Z – King Air 200	$ 1150

Rates are subject to change. For further information, contact the FS Region 4 Aviation Operations Office.

PERFORMANCE

N144Z Cessna Citation

- Block speed – 370 kts.
- IR Scanner speed – 240 kts.
- Fuel – Jet
- Endurance for infrared missions (2 Pilots, 1 Technician) 3.0 Hours (with reserves
- Maximum take-off weight – 14,800 lbs.
- Runway – Hard surface, minimum 4,000 feet @ sea level
- Passenger configuration – 6 passengers + baggage

N149Z King Air 200 (Cargo Door)

- Block speed – 240 kts.
- IR Scanner speed – 220 kts.
- Fuel – Jet
- Endurance for infrared missions (2 Pilots, 1 Technician) 4 Hours (with reserves
- Maximum take-off weight – 12,500 lbs.
- Runway – Hard surface, minimum 4,000 feet @ sea level
- Passenger configuration – 6-8 passengers + baggage
- Cargo configuration – 2,000 lbs. (2 Pilot), 2 + 30 hour endurance (with reserves)

Capabilities and Limitations:

- Infrared Scanners:
  - Infrared energy can penetrate smoke and haze, but is limited by clouds and fog. Infrared energy follows a line-of-sight path.
  - For best results, imagery should be taken between the hours of 2200-0200 and between one (1) hour after sunset and one (1) hour before sunrise. Imagery flights can be made at other times, but expect degradation in image quality. Fire detection is unaffected by time of day.
- Infrared Aircraft:
  - All USDA Forest Service infrared aircraft deliver imagery via FTP site transfer. The address for the site is: ftp://ftp.nifc.gov. Login username and passwords are provided by the National Infrared Coordinator.
  - A 28-volt, 1,000 amp. ground power unit (GPU) should be provided for aircraft starting.

Temporary Flight Restrictions , FAR 91.137 (TFR)

Temporary airspace restrictions will be established when incident related aviation activities present potential conflict with other aviation activities. The FAA requires that latitude/longitude information for TFRs (Temporary Flight Restrictions) must be provided in degrees, minutes, and seconds, including reference to north latitude and west longitude. If seconds' information is not available, add two (2) zeros to the description. Do not use spaces, commas, or other symbols in the description. Example: ddmmssN/dddmmssW or 450700N/1175005W. The corner points should be listed in a clockwise sequence around the requested TFR to avoid "bow tie" depictions. The Interagency Airspace Coordination Guide describes further how flight restrictions are requested and implemented and can be found at the following website: http://www.airspacecoordination.net/

Temporary Flight Restrictions requests for all risk (non-wildfire) incidents should be familiar with the FAA's Airspace Management Plan (AMP) for Disasters located at www.airspacecoordination.net under "Publications and Training."

Military Training Routes and Special Use Airspace

Military Training Routes and Special Use Airspace that present conflicts with incident related aviation activities will be identified by local units. One source for this information is AP-1B, Flight Information Publication, "Military Training Routes." Each dispatch office should download a current edition of the AP-1B. Instructions for access can be found under "Airspace Coordination" at the following website: http://www.airspacecoordination.net/. Special Use Airspace may be found on Sectional Aeronautical Charts. Critical Airspace information pertinent to flight should be organized for easy and rapid utilization; i.e., displayed on dispatching hazard maps. Further direction may be obtained in the Interagency Airspace Coordination Guide.

Airspace Conflicts

Consult the Interagency Airspace Coordination Guide.

FAA Temporary Control Tower Operations

Geographic Areas within the FAA's Western Service Area (which includes the following states: AK, AZ, CA, CO, HI, ID, MT, NV, OR, UT, WA and WY) may request FAA Air Traffic Control support through the Western Service Area Agreement when Air Operations in support of an incident becomes complex or unsafe at uncontrolled airports or helibases. FAA Temporary Control Towers are ordered on an Aircraft Order. A lead time of 48 hours is desirable when ordering. Ordering procedures are outlined within the current agreement located at the airspace coordination website (www.airspacecoordination.net). The GACCs do not need to forward the request to NICC.

The Interagency agreement with the FAA requires that a Resource Order and a Temporary Tower Request form be forwarded to the FAA. The forms may be forwarded when the request is made by the GACC to the FAA's Regional Operations Center (ROC). The current Temporary Tower Request Form is located at www.airspacecoordination.net under forms. In addition, there is a helpful checklist in Chapter 11 of the Interagency Airspace Coordination Guide that aids in requesting a Temporary Tower.

Dedicated Radio Frequencies

FM, VHF, and UHF Frequencies:

NIRSC issues dedicated FM frequencies in conjunction with communication equipment assigned to incidents. NIRSC will order additional FM frequencies from DOI and FS, Washington Office, as conditions warrant. **To insure proper frequency coordination, the ordering office must include the Latitude and Longitude of the incident on the resource order.**

AM Frequencies:

Initial attack AM air-to-air frequencies will be assigned by the NIFC Communications Duty Officer (CDO) after annual coordination with the FAA. The primary AM assignment is published at the beginning of the fire season. The secondary assignment for the zone, if pre-engineered, will reside under the control of the GACC. The secondary assignment can be quickly authorized for use by the zone through a request to the GACC. The tertiary assignment, if applicable, will remain with the CDO and its use authorized as conditions warrant. VHF AM assignments are used for air to air communications and are authorized only within the zone to which assigned. **IA assignments are not dedicated to project fires.**

FM air-to-ground frequencies will be facilitated and coordinated by the NIFC CDO in cooperation with the agency frequency managers with the intent to create permanent assignments. Both AM and FM assignments will be used on an interagency basis and master records of the assignments are maintained by the NIFC CDO. Updated frequency information for initial attack air to air, and air to ground is coordinated annually with the GACCs.

Incident requests for the use of dedicated Air-to-Air and Air-to-Ground frequencies will be made through established ordering channels to NICC and are filled by the NIRSC CDO. The CDO coordinates all National Cache FS and DOI frequencies as well as any additional frequencies released by other agencies for wildland fire support. Aviation frequencies are to be ordered on an Aircraft order as an “A” request.

Airtanker bases will monitor 123.975 VHF AM for aircraft contact. *(Airtanker bases in the Southwest and Southern Geographic Areas may be assigned alternate frequencies. Please reference local supplements for current frequency assignments.)* These frequencies are for National Airtanker Ramp use and not to be used for tactical or flight following purposes.

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CHAPTER 60
PREDICTIVE SERVICES

Predictive Services is a national program that provides decision-support to the federal, state and local wildland fire agencies for operational management of and strategic planning for firefighting resources. This is accomplished through the collection, analysis and dissemination of information about fire activity, resource status, weather and fuels, and assessments of fire danger and fire potential.

Incident Status Summary (ICS-209)

The Incident Status Summary (ICS-209) conforms to National Incident Management System (NIMS) policy. The ICS-209 is used to report large wildland fires and other significant events on lands under federal protection or federal ownership, and is submitted to the GACC. Lands administered by states and other federal cooperators may also report in this manner.

The ICS-209 program is a Fire and Aviation Management Web (FAMWEB) application referred to as the "209 Program." The ICS-209 is submitted by the agency that has protection responsibility for the incident, regardless of who administers the land. If the protection agency is non-federal and chooses not to meet federal reporting standards, then the federal agency which has administrative jurisdiction will submit the incident ICS-209. Geographic Area Coordination Centers will ensure that their dispatch centers submit complete and accurate ICS-209 reports for any wildland fire meeting the requirements specified in the When to Report Wildland Fire Incidents ICS-209 flowchart shown below (available at: http://www.predictiveservices.nifc.gov/intelligence/intelligence.htm), or as set in their Mobilization Guide, if more frequent. The NIMS ICS-209 form can be found in Chapter 80. Specific instructions for entering ICS-209 information using the 209 Program can be found in the User's Guide at: http://gacc.nifc.gov/predictive_services/intelligence/niop/programs/sit_209/Help/index.htm. The ICS-209 Program and electronic ICS-209 form is located at: http://fam.nwcg.gov/fam-web/.

Reporting Wildland Fires

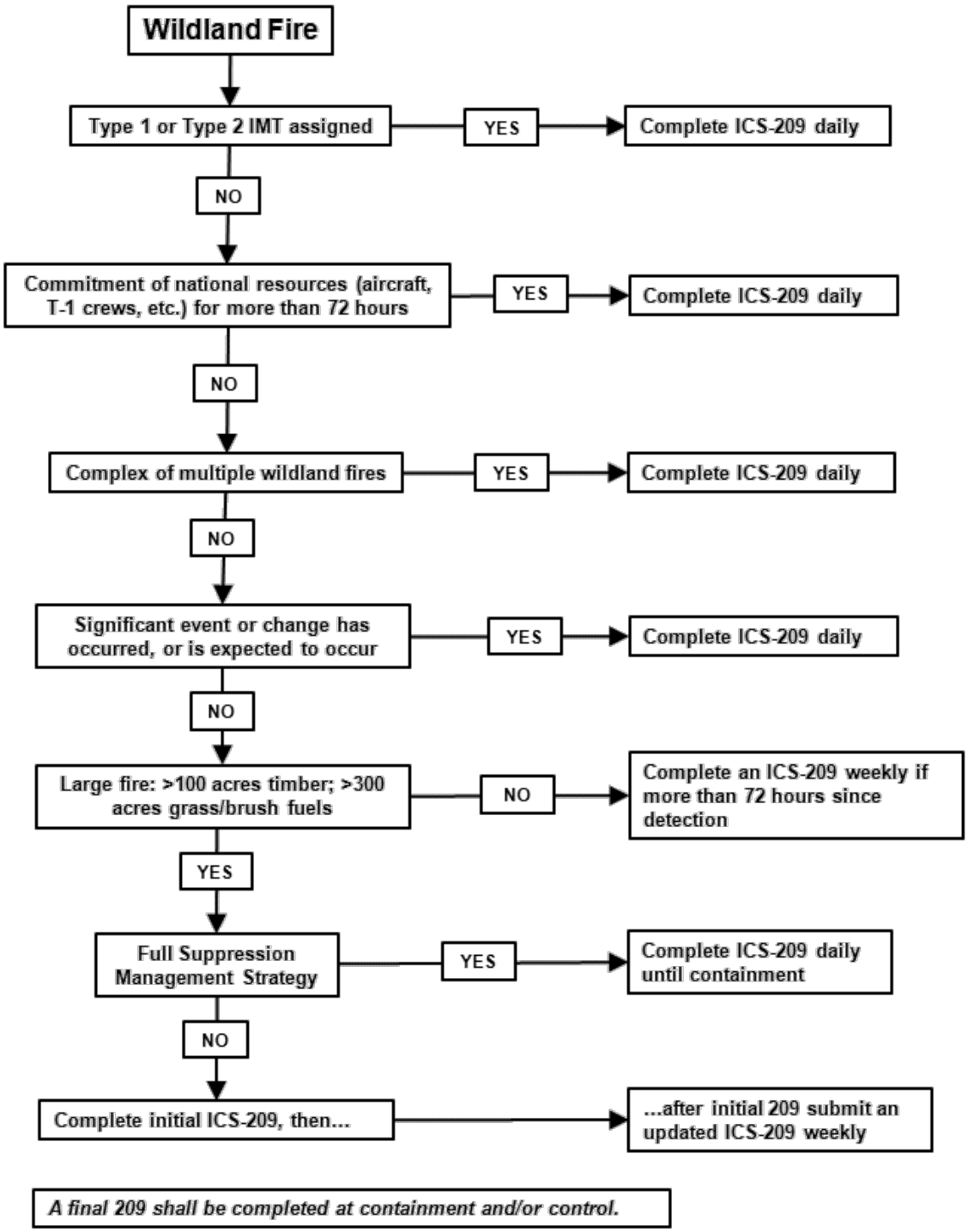
- Wildland fires will be reported based on: Incident Management Team (IMT) and national resources being assigned; significant events having occurred or forecast to occur; acres burned (>100 in timber, >300 in grass/brush fuels); incident strategy (Full Suppression, Point/Zone Protection, Confine and Monitor); and time since detection (see When to Report Wildland Fire Incidents with an ICS-209 flowchart).

- Wildland fires managed for complete perimeter control (full suppression) will submit an ICS-209 daily when that fire meets large fire criteria. The National Interagency Coordination Center classifies large fires as 100 acres or larger in timber and slash fuel types, 300 acres or larger in grass or brush fuel types, or when a Type 1 or 2 IMT is assigned. For fires being managed under this strategy an ICS-209 will be submitted daily until the incident is contained. Refer to the GACC Mobilization Guide, or agency policy for reporting requirements once containment is achieved.

- Wildland fires managed under a Monitor, Confine, or Point Zone management strategy will submit an ICS-209 following the guidelines outlined in the When to Report Wildland Fire Incidents with an ICS-209 flowchart. Detailed guidelines and examples are in the When to Report Wildland Fire Incidents document on the National Intelligence web page: http://www.predictiveservices.nifc.gov/intelligence/intelligence.htm. The minimum ICS-209 requirements for these types of fires are:
  - Create an initial ICS-209 and complete all required blocks, including block 47 (Remarks).
  - Complete blocks 12 through 15, Approval and Routing Information.
  - If national resources are committed to the incident, complete blocks 48 to 52, Resource Commitment Summary.
  - Additional reporting blocks can be completed to meet the needs of the incident or GACC.
- Wildland fires within a complex should be aggregated and included on one ICS-209. A complex is two or more individual incidents located in the same general proximity, which are assigned to a single incident commander or unified command.
  - In order to maintain data management, reporting integrity, resource management and cost accountability for individual wildland fire incidents within a parent complex and to facilitate the necessary data sharing between fire application systems through IRWIN, the following complex reporting business practices for ICS-209 and IRWIN must be followed.
    - The complex parent is a unique record and is not a converted wildland fire incident record. The complex parent record should be created in an IRWIN recognized CAD system, or as an individual ICS-209. The parent incident shall include the word “Complex” and not be named from an existing fire.
    - Individual child incidents can be added to a complex within the 209 program as either preexisting ICS-209 incidents or as individual IRWIN incidents created from another IRWIN recognized application using the ‘Complex by Incident’ button in block 7 of the 209 data entry screen. Finalize an existing ICS-209 child incident prior to associating the incident to the parent Complex.
    - Incidents that do not have a unique IRWIN record cannot be added to the complex using the ‘Complex by Incident’ button.
    - If an incident is removed from the complex, it may resume ICS-209 reporting as an individual incident if appropriate, using normal ICS-209 reporting guidelines.
- Prescribed fires will be reported following the requirements outlined in the When to Report Wildland Fire Incidents with an ICS-209 flowchart.
- Other Incidents (Non-Fire)

  An ICS-209 will be submitted for other events in which a significant commitment of wildland fire resources has occurred, or when a Type 1 or 2 Interagency Incident Management Team has been assigned.

When to Report Wildland Fire Incidents with an ICS-209



Definitions:

- **Significant number of resources** is defined as non-local resources that are required to manage an incident that exceed the capacity of the local unit.
- **Significant commitment of national resources** is defined as one or more Type 1 crews, one or more fixed wing or rotor wing aircraft.
- **Monitor** is the systematic process of observing, collecting and recording of fire-related data, particularly with regards to fuels, topography, weather, fire behavior, fire effects, smoke, and fire location. This may be done onsite, from a nearby or distant vantage point in person or using a sensor, or through remote sensing (aircraft or satellite).
- **Confine** is to restrict a wildfire to a defined area, using a combination of natural and constructed barriers that will stop the spread of the fire under the prevailing and forecasted weather conditions until out. This means, "some action is or has been taken" (line construction, bucket drops, etc.) to suppress portions of the fire perimeter.
- **Point or Zone Protection** involves protecting specific points from the fire while not actively trying to line the entire fire edge. Points being protected may be communities, individual homes, communication sites, areas of high resource value, etc.
- **Full Suppression** implies a strategy to "put the fire out" as efficiently and effectively as possible, while providing for firefighter and public safety. To complete a fireline around a fire to halt fire spread, and cool down all hot spots that are immediate threat to control line or outside the perimeter, until the lines can reasonably be expected to hold under foreseeable conditions. Synonymous with "Full Perimeter Containment" and "Control."

For more information refer to When to Report Wildland Fire Incidents document on the National Intelligence website at: http://www.predictiveservices.nifc.gov/intelligence/intelligence.htm.

Interagency Situation Report

Daily: At national Preparedness Level 2 and above, whenever significant wildland fire activity occurs, or when the following condition is met: All fires that meet large fire criteria, including prescribed fires, and when an incident or event experiences significant commitment of wildland fire resources.

The Interagency Situation Report is a (FAMWEB) application known as the Sit Report Program. GACCs will ensure that all of their dispatch centers have submitted completed Situation Reports as outlined above, and as outlined in each GACC's Mobilization Guide. The reporting period for this report is 0001 to 2400. The NICC Intelligence Desk will retrieve situation reports from FAMWEB by 0200 Mountain Time. Fires and acres shall be reported by protection responsibility. Reporting is required for all prescribed fire activity along the same schedule as wildfires. The Interagency Situation Report application is divided into five sections:

- Daily Fire Statistics
- Planned Prescribed Fires
- Remarks
- Year-to-Date Statistics
- Incident Priority

The Sit Report Program shares certain incident information with the 209 Program for summaries and reports. Specific reporting requirements and program instructions are located in the Sit Report User's Guide located at: http://gacc.nifc.gov/predictive_services/intelligence/niop/programs/sit_209/Help/index.htm.

The Sit Report Program is located at http://fam.nwcg.gov/fam-web/.

Incident Management Situation Report

Daily: At National Preparedness Level 2 and above, or when significant activity occurs.

Weekly: At National Preparedness Level 1.

The Incident Management Situation Report (IMSR) is prepared by NICC Predictive Services from information and data derived from the Interagency Situation Report and 209 Program through the FAMWEB reporting system. A brief national weather/fire potential outlook will be prepared by a NICC meteorologist for inclusion in the Predictive Services Discussion section of the IMSR.

Large full suppression wildland fires are typically reported in the IMSR until the incident is contained. Wildland fires that are managed under a Monitor, Confine, or Point Zone strategy will initially be reported in the IMSR when the event exceeds 100 acres in timber and slash fuel types, 300 acres in grass or brush fuel types, or has a Type 1 or 2 IMT assigned. Such large, long duration fires will be reported in the IMSR until activity diminishes, and thereafter when significant activity occurs (such as acreage increase of 1,000 acres or more, significant resource commitment or resource loss, or significant event occurs) until the incident is contained.

The Active Incident Resource Summary is updated daily in the IMSR. It includes the total count of fires, acres and resources that have been reported in the SIT-209 program within the last seven days.

7-Day Significant Fire Potential Outlook

The 7-day Significant Fire Potential Outlook provides a week-long projection of fuels dryness, weather, fire potential and firefighting resources information. It will be issued daily when a Geographic Area is at Preparedness Level 2 or higher (not including support-only periods). Each Geographic Area's Predictive Services unit will determine whether to produce a morning or afternoon routine issuance. The outlook will be produced and disseminated using the 7-day Outlook Preparation System (7 day OPS). This will facilitate producing the routinely issued product as well as unscheduled updates. It will also enable the Predictive Services units to provide service backup to one another. Issuance times for each Area's outlook can be found in the Geographic Area Mobilization Guide and/or in its National Weather Service/Predictive Services Annual Operating Plan.

All the Geographic Area outlooks will be viewable from http://psgeodata.fs.fed.us/7day/. The outlooks produced by the 11 Geographic Area Predictive Services units will be consolidated into a National 7-day Significant Fire Potential map located at: http://psgeodata.fs.fed.us/staticmap.html.

National Wildland Significant Fire Potential Outlook

Monthly: Issued the first day of the month.

The National Wildland Significant Fire Potential Outlook is prepared and distributed by NICC on the first day of each month. The report consists of outlooks for the next four months, divided into one month plus one month plus two month periods. Maps for each period display areas of below normal, normal, and above normal significant fire potential. The second (one month) and third (two months) periods will also show trends of increasing/decreasing to and from above and below normal. A brief synopsis of the current and predicted national situation is included in the report. National Wildland Significant Fire Potential Outlooks will utilize information from individual GACC Predictive Services units, as well as other sources of climate, weather and fire danger data. This product is updated and produced each month of the year as a collaborative effort by all personnel in the NICC Predictive Service unit. The outlook will be posted on the first day of each month to the NICC Predictive Services webpage.

GACC Monthly Fire Potential Outlooks

GACC monthly are optional but strongly encouraged as they provide greater detail than the national outlook issued by NICC. GACC monthly outlooks will adhere to the following protocols:

- GACC and NICC outlooks must be geospatially equivalent.
- GACC websites are required to link to the national outlook.
- GACCs are required to provide draft forecast maps as well as narrative highlights (bullets) for the outlook period to NICC no later than three business days before the end of each month.
- GACC monthly outlooks will be issued and posted to the web on the first business day of each month. A map for the first month of the outlook period will show areas where above normal, normal and below normal significant fire potential are expected. Maps for the remaining months of the outlook will also show trends of increasing/decreasing to and from above and below normal. A discussion of fuel conditions, climate outlooks, and other pertinent information will be included in the outlooks.

Fuel and Fire Behavior Advisories

Predictive Services and Coordination staff at all levels should be involved with the issuance of any fuels/fire behavior advisories covering a large percentage of their Geographic Area(s) so that they can carefully consider both the content and intended audience of the messages. When a situation arises that warrants an advisory message:

- Determine area of extent
    - If local area only (single agency unit or county) – Local area should issue advisory or safety message (Use of Standard Template strongly recommended). No other GACC action needed.

- If geographic in scope (multiple units, counties, or significant portion of geographic area):
  - Involve and coordinate with Predictive Services unit staff to get their input/feedback.
  - Discuss message on 09:30 MT Coordinators call to determine if other GACCs are facing same issue.
  - Review & tailor message for content, accuracy, suitability and distribution. Predictive Services staffs at Geographic and/or National levels, as appropriate, will coordinate to ensure message is appropriate for entire area of concern.

- Post advisory according to protocols listed below.

  Posting Protocols

  - Use Standard Template (available from NICC).
  - Send completed advisory to NICC who will post to national web page.
  - Create a detailed map using available tools to draw affected area and to coordinate with neighboring units.
  - NICC will post to a national map and archive messages.
  - It is recommended that URLs and email messages posted or sent out by the GACCs informing users about the advisory contain a link to the NICC Fuels/Fire Behavior web page and national map. This will inform users about other fuels/fire behavior advisories that are posted across the country.
  - GACC web pages should link to the NICC page for both advisory text and national map.

Advisories will be valid for only up to 14 days. If the conditions that warranted the advisory persist beyond 14 days or change significantly at any time, the advisory should be updated with the latest available information. If conditions no longer warrant an advisory, it should be discontinued. In either case, NICC should be notified to update the national web page and map.

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CHAPTER 70
FIRE ORGANIZATION DIRECTORY

Fire Directory – Geographic Area Coordination Centers (GACCs)

National Interagency Coordination Center (NICC)
Alaska Interagency Coordination Center (AICC)
Eastern Area Coordination Center (EACC)
Great Basin Coordination Center (GBCC)
Northern California Coordination Center (ONCC)
Northern Rockies Coordination Center (NRCC)
Northwest Area Coordination Center (NWCC)
Rocky Mountain Area Coordination Center (RMCC)
Southern Area Coordination Center (SACC)
Southern California Coordination Center (OSCC)
Southwest Area Coordination Center (SWCC)
National Interagency Support Caches (NISC)
Canadian Interagency Forest Fire Centre (CIFFC)

Fire Directory – National Interagency Coordination Center (NICC)

UNIT: **National Interagency Coordination Center** 3833 S. Development Avenue Boise, Idaho 83705-5354	FIRE TELEPHONE NO.: (208) 387-5400 **FLIGHT FOLLOWING: 1-800-994-6312** NIGHT OR 24 HOUR NO.: (208) 387-5400 FACSIMILE NUMBER: (208) 387-5663 or (208) 387-5414 ELECTRONIC MAIL: cod@blm.gov

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
STINGLEY-RUSSELL, Susie Center Manager	Boise, ID	208	387-5662
WAMACK, Chuck Assistant Center Manager	Boise, ID	208	387-5418
FLETCHER, Bill Assistant Center Manager	Boise, ID	208	387-5656
PETERSON, Sean Intelligence Coordinator	Boise, ID	208	387-5093
LUTTRELL, Karla Emergency Operations Coordinator	Boise, ID	208	387-5400
HENDREN, Dave Emergency Operations Coordinator	Boise, ID	208	387-5400
SIMONTACCHI, Jarrod Emergency Operations Coordinator	Boise, ID	208	387-5400
SQUIRES, Rick Emergency Operations Coordinator	Boise, ID	208	387-5400
DELGADO, Ed Fire Weather Program Manager	Boise, ID	208	387-5451
Haskell, Coleen Fire Weather Assistant Program Manager	Boise, ID	208	387-5449
SULLENS, Jeremy Fire Analyst	Boise, ID	208	387-5439
FORRESTDAVIS, Zoila Administrative Assistant	Boise, ID	208	387-5400

Fire Directory – Alaska Interagency Coordination Center (AICC)

UNIT: **Alaska Interagency Coordination Center** 1541 Gaffney Road P.O. Box 35005 Ft. Wainwright, AK 99703	FIRE TELEPHONE NO.: (907) 356-5680 **Flight Following: 1-800-237-3646** NIGHT OR 24 HOUR NO.: (907) 356-5680 FACSIMILE NUMBER: (907) 356-5678 ELECTRONIC MAIL: blm_ak_accmob_dispatch@blm.gov

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
CROWE, Ray Center Manager	Fairbanks, Alaska	907	356-5677
HICKEY, Lauren Deputy Center Manager	Fairbanks, Alaska	907	356-5680
THEISEN, Darla Logistics Coordinator, State of Alaska	Fairbanks, Alaska	907	356-5682
GREGG, Jon Tactical Resources Coordinator	Fairbanks, Alaska	907	356-5670
BRANSON, Gabriella Intel Coordinator	Fairbanks, Alaska	907	356-5671
HUMPHREY, Jennifer Aircraft Coordinator	Fairbanks, Alaska	907	356-5681
VACANT Equipment Coordinator	Fairbanks, Alaska	907	356-5687
VACANT Overhead/Crew Coordinator	Fairbanks, Alaska	907	356-5684
ALDEN, Sharon Fire Weather Program Meteorologist	Fairbanks, Alaska	907	356-5691
STRADER, Heidi Fire Weather Program Meteorologist	Fairbanks, Alaska	907	356-5691
ZIEL, Robert Fire Behavior Analyst	Fairbanks, Alaska	907	356-5673

Fire Directory – Eastern Area Coordination Center (EACC)

UNIT: **Eastern Area Coordination Center** 626 East Wisconsin Ave, Suite 500 Milwaukee, WI 53202	FIRE TELEPHONE NO.: **(414) 944-3811** TOLL FREE: NIGHT OR 24 HOUR NO.: (414) 944-3811 FACSIMILE NUMBER: (414) 944-3838 INTEL FACSIMILE: (414) 944-3839 ELECTRONIC MAIL: wieacc@fs.fed.us

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
McINTYRE-KELLY, Laura Center Manager	Milwaukee, WI	414	944-3811
NEYLON, Brendan Deputy Center Manager	Milwaukee, WI	414	944-3811
VIERS, Tom Aviation Coordinator	Milwaukee, WI	414	944-3811
PARRISH, Jennifer Logistics Coordinator	Milwaukee, WI	414	944-3811
SILVERSTONE, James Intelligence Coordinator	Milwaukee, WI	414	944-3811
MARIEN, Steve Fire Weather Program Manager	St. Paul, MN	651	293-8446 Fax: 290-3815
OLSON, Randee Interagency Incident Business Management Specialist	Grand Marais, MN	218	387-3204 Fax: 387-3246

Fire Directory – Great Basin Coordination Center (GBCC)

UNIT: **Great Basin Coordination Center** 401 Jimmy Doolittle Rd., Suite 202 Salt Lake City, UT 84116	FIRE TELEPHONE NO: 801-531-5320 **TOLL FREE: 800-844-5497** NIGHT OR 24 HOUR NO: 801-556-0647 or 801-556-1698 FACSIMILE NUMBER: 801-531-5321 ELECTRONIC ADDRESS: http://gacc.nifc.gov/gbcc/

*****IF NO ANSWER AT ABOVE NUMBER, CALL IN ORDER LISTED BELOW*****

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
DINGMAN, Gina Center Manager	Salt Lake City, UT	801	531-5320
STRINGER, Kara Deputy Center Manager	Salt Lake City, UT	801	531-5320
VACANT Intelligence Coordinator	Salt Lake City, UT	801	531-5320
BARABOCHKINE, Jana Operations Coordinator	Salt Lake City, UT	801	531-5320
MCCABE-HOWELL, Roni Operations Coordinator	Salt Lake City, UT	801	531-5320
WHALEN, Kim Operations Coordinator	Salt Lake City, UT	801	531-5320
VACANT Operations Coordinator	Salt Lake City, UT	801	531-5320
NEWMERZHYCKY, Basil Fire Weather Program Manager	Salt Lake City, UT	801	531-5320
LAW, Shelby/HOSENFELD, Nanette Fire Weather Assistant	Salt Lake City, UT	801	531-5320
MCGUIRE, Gina Fire Weather Assistant	Reno, NV	775	861-6650
TIPPETS, Ryan Webmaster	Salt Lake City, UT	801	531-5320

Fire Directory – Northern California (ONCC)

UNIT: **Northern Operations Coordination Center** Geographic Area Coordination Center 6101 Airport Road Redding, California 96002	FIRE TELEPHONE NO.: **(530) 226-2801** TOLL FREE: NIGHT OR 24 HOUR NO.: (530) 226-2800 FACSIMILE NUMBER: (530) 223-4280 ELECTRONIC MAIL: caoncmob@dms.nwcg.gov

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
BOYER, Paige Assistant Director of Operations	Redding, CA	530	226-2700
MASOVERO, Anthony Center Manager	Redding, CA	530	226-2812
STANLEY, Curtis Deputy Center Manager	Redding, CA	530	226-2835
GOGNA, Nathan Department of Interior Coordinator	Redding, CA	530	226-2831
HEFFENTRAGGER, Megan Aviation Coordinator	Redding, CA	530	226-2801
FORNI, Laurie Mobilization Coordinator	Redding, CA	530	226-2801
Logistics Coordinators BIAGGI, Carmie CONE, Deneen MOORE, Juel HOWARD, Patrick MALOVICH, Rob	Redding, CA	530	226-2801
JOHNSON, Cathy Intelligence Coordinator	Redding, CA	530	226-2810
VACANT Assistant Intelligence Coordinator	Redding, CA	530	226-2809
VACANT Fire Weather Program Manager/Predictive Services	Redding, CA	530	226-2730

Fire Directory – Northern Rockies Coordination Center (NRCC)

UNIT: **Northern Rockies Coordination Center** Aerial Fire Depot 5765 W. Broadway Missoula, Montana 59808-9361	FIRE TELEPHONE NO.: **(406) 329-4880** TOLL FREE: NIGHT OR 24 HOUR NO.: (406) 329-4880 FACSIMILE NUMBER: (406) 329-4891 Cache: (406) 329-4962 ELECTRONIC MAIL: mtnrc@fs.fed.us

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
PIPKIN, Kathy Center Manager	Missoula, MT	406	329-4709
HEINTZ, Judy Assistant Center Manager	Missoula, MT	406	329-4708
GEMMELL, Harold DNRC Direct Protection Coordinator	Missoula, MT	406	329-4996
THOMAS, Kim Logistics Coordinator – Aircraft	Missoula, MT	406	329-4883
POLUTNIK, Julie Intelligence Coordinator	Missoula, MT	406	329-4885
GILMAN, Bob Northern Rockies Operations Specialist	Missoula, MT	406	329-4961
RICHMOND, Michael Predictive Services Meteorologist	Missoula, MT	406	329-4703
HENRY, Bryan Predictive Services Meteorologist	Missoula, MT	406	329-4875

Fire Directory – Northwest Area Coordination Center (NWCC)

UNIT: **Northwest Area Coordination Center** 150 SW Harrison St, Ste. 400 Portland, Oregon 97201	FIRE TELEPHONE NO.: **(503) 808-2720** TOLL FREE: NIGHT OR 24 HOUR NO.: FACSIMILE NUMBER: (503) 808-2750 ELECTRONIC MAIL: ornwc1@gmail.com

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
O'BRIEN, Dan Center Manager	Portland, OR	503	808-2732
PIERCE, Ted Emergency Operations Manager	Portland, OR	503	808-2722
MAY, Kathi Asst. Emergency Operations Manager	Portland, OR	503	808-2724
VACANT Asst. Emergency Operations Manager	Portland, OR	503	808-2725
TAYLOR, Susan Asst. Emergency Operations Manager	Portland, OR	503	808-2726
CONNOLLY, Carol Public Affairs Specialist	Portland, OR	503	808-2764
VACANT Computer Specialist	Portland, OR	503	808-2735
POWELL, Mike Fire Analyst	Portland, OR	503	808-2733
SALTENBERGER, John Fire Weather Program Manager	Portland, OR	503	808-2737
VACANT Fire Weather Meteorologist	Portland, OR	503	808-2756
HIRSCHFIELD, Isaiah Intelligence Officer	Portland, OR	503	808-2734
HANEY, Barbara GIS Specialist	Portland, OR	503	808-2741

Fire Directory – Rocky Mountain Area Coordination Center (RMCC)

UNIT: **Rocky Mountain Area Coordination Center** 2850 Youngfield Street, 4th Floor Lakewood, Colorado 80215	FIRE TELEPHONE NO.: (303) 445-4300 **TOLL FREE: 1-800-494-2073** NIGHT OR 24 HOUR NO.: (303) 445-4300 FACSIMILE NUMBER: (303) 445-4319 ELECTRONIC MAIL: rmacoordctr@gmail.com

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
SWENDSEN, Scott Center Manager	Lakewood, CO	303	445-4302
BARTTER, Glenn Deputy Center Manager	Lakewood, CO	303	445-4301
JUHOLA, Rob Assistant Area Coordinator	Lakewood, CO	303	445-4304
PEREA, Marco Intelligence Coordinator	Lakewood, CO	303	445-4303
BOZARTH, Debbie Logistics Coordinator	Lakewood, CO	303	445-4330
BALDAUF, Amy Logistics Coordinator	Lakewood, CO	303	445-4300
DRAPEAU, Bruce Logistics Coordinator	Lakewood, CO	303	445-3963
HUNT, Melissa Logistics Dispatcher	Lakewood, CO	303	445-4300
MALCOLM, Brooke RMACC Incident Business Specialist RMCG Business Manager	Lakewood, CO	303	445-4306
MATHEWSON, Tim Fire Weather Meteorologist	Lakewood, CO	303	445-4309
MANN, Russ Fire Weather Meteorologist	Lakewood, CO	303	445-4308
RMACC Public/Media Information Line	Lakewood, CO	303	445-4322

Fire Directory – Southern Area Coordination Center (SACC)

UNIT: **Southern Area Coordination Center** 1200 Ashwood Parkway, Suite 230 Atlanta, Georgia 30338	FIRE TELEPHONE NO.: (678) 320-3000 **TOLL FREE: 1-800-959-9181** NIGHT OR 24 HOUR NO.: (678) 320-3000 FACSIMILE NUMBER: (678) 320-3036 ELECTRONIC MAIL: saccdispatch01@gmail.com

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
OLSEN, Kai Center Manager	Atlanta, GA	678	320-3001
ROBINSON, Tracy Assistant Area Coordinator – Overhead	Atlanta, GA	678	320-3002
BOUCHER, Pat Assistant Area Coordinator – Equipment and Supplies	Atlanta, GA	678	320-3003
BRICE, Jeff Assistant Area Coordinator – Crews	Atlanta, GA	678	320-3004
MILLER, Calvin Operations Coordinator - Aviation	Atlanta, GA	678	320-3005
GELLERSTEDT, Paul Intelligence Coordinator	Atlanta, GA	678	320-3007
INGRAM, Denver Fire Weather Program Manager	Atlanta, GA	678	320-3008
SCASNY, Kevin Fire Weather Meteorologist	Atlanta, GA	678	320-3009
CARTER, Danie Program Assistant	Atlanta, GA	678	320-3016

Fire Directory – Southern California Coordination Center (OSCC)

UNIT: **Southern California Coordination Center** 2524 Mulberry Street Riverside, California 92501	FIRE TELEPHONE NO.: (951) 276-6721 **TOLL FREE/Flight Following: (800) 995-3473** NIGHT OR 24 HOUR NO.: (951) 276-6725 FACSIMILE NUMBER: Business: (951) 782-4900 Expanded Dispatch: (951) 774-0147 Aircraft: (951) 320-2069 ELECTRONIC MAIL: oscc_expanded@fs.fed.us

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
GREENWOOD, Pam Center Manager	Riverside, CA	951	320-6214
BARRERA, Elizabeth Deputy GACC Manager	Riverside, CA	951	320-6109
MATARAZZI, Les Department of Interior Coordinator	Riverside, CA	951	320-6145
MASON, Beth Mobilization Coordinator	Riverside, CA	951	276-6725
PATTERSON, Brandell (Acting) Aviation Coordinator	Riverside, CA	951	276-6725
VACANT Logistics Coordinator	Riverside, CA	951	276-6725
DUNN, Mike Logistics Coordinator	Riverside, CA	951	276-6725
CAMPBELL, John Logistics Coordinator	Riverside, CA	951	276-6725
RICHARDS, Barbara Logistics Coordinator	Riverside, CA	951	276-6725
SALAS, Manny Logistics Coordinator	Riverside, CA	951	276-6725
RISHER, Bruce Intelligence Officer	Riverside, CA	951	320-6107
ROLINSKI, Tom Fire Weather Program Manager/Predictive Services	Riverside, CA	951	782-4849

Fire Directory – Southwest Area Coordination Center (SWCC)

UNIT: **Southwest Area Coordination Center** 333 Broadway SE Albuquerque, New Mexico 87102	FIRE TELEPHONE NO.: (505) 842-3473 **TOLL FREE: (888) 440-4333** NIGHT OR 24 HOUR NO.: (505) 842-3473 FACSIMILE NUMBER: (505) 842-3801 ELECTRONIC MAIL: nmswcc@gmail.com

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
JAYCOX, Kenan Center Manager	Albuquerque, NM	505	842-3473
DITMANSON, Kevin Area Coordinator	Albuquerque, NM	505	842-3473
DIAZ, Tony Area Coordinator	Albuquerque, NM	505	842-3473
MOORE, Nancy Area Coordinator	Albuquerque, NM	505	842-3473
BEDONIE, Frank Area Coordinator	Albuquerque, NM	505	842-3473
SEDILLO, Oscar Aviation Dispatcher	Albuquerque, NM	505	842-3473
ELLINGTON, Jay Intelligence Coordinator	Albuquerque, NM	505	842-3473
MAXWELL, Chuck Fire Weather Program Manager	Albuquerque, NM	505	842-3473
NADEN, Rich Fire Weather Meteorologist	Albuquerque, NM	505	842-3473
ZABINSKI, Mary Fire Information Coordinator	Albuquerque, NM	505	842-3473

Fire Directory – National Interagency Support Caches (NISC)

UNIT: **National Interagency Support Caches**	

NAME	CITY/STATE	AREA CODE	OFFICE PHONE
Northern Rockies Area Cache (NRK)	Missoula Montana	406	329-4949 Fax: 329-4962
Rocky Mountain Area Cache (RMK)	Lakewood, CO	303	202-4940 Fax: 202-4965
Southwest Area Prescott Cache (PFK)	Prescott, AZ	928	777-5631 Fax: 777-5608
Southwest Area Silver City Cache (SFK)	Silver City, NM	505	538-5611 Fax: 388-5672
Northern California Area Cache (NCK)	Redding, CA	530	226-2850 Fax: 226-2854
Southern California Area Cache (LSK)	Ontario, CA	909	930-3208 Fax: 947-6391
Great Basin Area Cache (GBK)	Boise, ID	208	387-5104 Fax: 387-5573
Northwest Area Cache (NWK)	Redmond, OR	541	504-7234 Fax: 504-7240
Southern Area Cache (SAK)	London, KY	606	878-7430 Fax: 864-9559
Eastern Area Cache (NEK)	Grand Rapids, MN	218	327-4579 Fax: 327-4581
Alaska Area Cache (AKK)	Fort Wainwright, AK	907	356-5742 Fax: 356-5754

Fire Directory – Canada – Canadian Interagency Forest Fire Centre (CIFFC)

UNIT: **Canadian Interagency Forest Fire Centre** 1749 Ellice Avenue Winnipeg, Manitoba R3H 1A6	FIRE TELEPHONE NO.: **1-204-784-2030** TOLL FREE: NIGHT OR 24 HOUR NO.: FACSIMILE NUMBER: 1-204-956-2398 ELECTRONIC MAIL: ciffc@ciffc.ca

NAME/TITLE	CITY/STATE	AREA CODE	OFFICE PHONE
CONNORS, Kim Executive Director	Winnipeg, Manitoba	204	784-2030
POULIN, Serge Strategic Planning Manager	Winnipeg, Manitoba	204	784-2030
BOKOVAY, Dave Operations Manager	Winnipeg, Manitoba	204	784-2030
MOUSSEAU, Marc Aviation and Equipment Coordinator	Winnipeg, Manitoba	204	784-2030
BON, Dick Training Coordinator	Winnipeg, Manitoba	204	784-2030
LUCKING, Melissa Executive Assistant	Winnipeg, Manitoba	204	784-2030

CHAPTER 80
FORMS

Resource Order Form

RESOURCE ORDER

INITIAL DATE/TIME

2. INCIDENT/PROJECT NAME

3. INCIDENT / PROJECT ORDER NUMBER

4. OFFICE REFERENCE NUMBER

INCIDENT/PROJECT ORDER NUMBER

5. DESCRIPTIVE LOCATION/RESPONSE AREA

6. SEC | TWN | RNG | Base MDM

7. MAP REFERENCE

8. INCIDENT BASE/PHONE NUMBER

9. JURISDICTION/AGENCY

10. ORDERING OFFICE

11. AIRCRAFT INFORMATION

BEARING	DISTANCE	BASE OR OMNI	LAT. LONG.	AIR CONTACT	FREQUENCY	Ground Contact	FREQUENCY	RELOAD BASE	OTHER AIRCRAFT/HAZARDS

12.

Request Number	Ordered Date/Time	From/To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	From/To	Time	Agency ID	RESOURCE ASSIGNED	ETD/ETA	RELEASED Date	RELEASED To	Time/ETA

13.

Req. No.	ORDER RELAYED Date	ORDER RELAYED Time	To/From	ACTION TAKEN	Req. No.	ORDER RELAYED Date	ORDER RELAYED Time	To/From	ACTION TAKEN

ICS 260-1 (7/87) NFES 1470

CONTINUATION SHEET NO. ___ OF ___

Order No.	RESOURCE ORDER	2. INCIDENT/PROJECT NAME	3. INCIDENT / PROJECT ORDER NUMBER	4. OFFICE REFERENCE NUMBER

12. Request Number	Ordered Date/Time	From/To	QTY	RESOURCE REQUESTED	Needed Date/Time	Deliver To	To/From	Time	Agency ID	RESOURCE ASSIGNED	ETD/ETA	RELEASED Date	RELEASED To	Time/ETA

ICS 260-2 (7/87) NFES 1471

Mobile Food & Shower Service Request Form

MOBILE FOOD & SHOWER SERVICE REQUEST FORM

Incident Name:_____ Financial Code:_____

Resource Order #:_____ Food Service Request E#:_____

Shower Unit Request E#:_____

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

1. Date of first meal:_____ Time of first meal:_____
2. Estimated number for the first three meals:

1st meal:_____	[ ] Hot Breakfast	[ ] Sack Lunch	[ ] Dinner
2nd meal:_____	[ ] Hot Breakfast	[ ] Sack Lunch	[ ] Dinner
3rd meal:_____	[ ] Hot Breakfast	[ ] Sack Lunch	[ ] Dinner

This Block for National Interagency Coordination Center Use Only.

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

(Minimum guaranteed payment is based on these estimates, see Section G.2.2):

1st meal:_____	[ ] Hot Breakfast	[ ] Sack Lunches	[ ] Dinner
2nd meal:_____	[ ] Hot Breakfast	[ ] Sack Lunches	[ ] Dinner
3rd meal:_____	[ ] Hot Breakfast	[ ] Sack Lunches	[ ] Dinner

II. Location

Reporting location:_____

Contact person at the Incident:_____

III. Additional Information

Spike Camps: Yes _____ No _____ Unknown _____

Estimated Duration of Incident_____ Estimated Personnel at Peak_____

Dispatch Contact:_____ Telephone Number:_____

IV. SHOWER SERVICE: Requested Date and Time Mobile Shower Unit is needed

Date Requested_____ Time Requested_____

Mobile Shower Unit type ordered: Large (12+ stalls) [___] Small (4-11 stalls) [___]

This Block for National Interagency Coordination Center Use Only.

Actual agreed upon Date/Time Mobile Shower Unit to be operational: Date:_____ Time:_____

National Interagency Coordination Center – 208-387-5400

Passenger and Cargo Manifest Form

Passenger / Crew and Cargo Manifest – TEST FORM

Crew Name: Flight Manager Name & Phone:

Ordering Unit:	Incident / Project Name:		Incident / Project Number:	
Carrier Name or Vehicle List Make / Model / License:	Departure Location:	ETD	Arrival Location:	ETA

Report To:	If Delayed, Contact:

	Passenger / Cargo Name (Include contact numbers for leaders – CRWB, Asst. CRWB, CRWB-T, etc.)	M/F	Passenger Weight	Cargo Weight	Position / AD Class (e.g. FFT2/AD-C)	Home Unit / Jetport
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
Number of Passengers on Page:		Passenger / Cargo Weight:			Total Weight:	

Signature of Authorized Representative:	Date:

Send comments to wieacc@fs.fed.us by November 1, 2014 Print Form 05/14

INSTRUCTIONS

GENERAL:
The Passenger/Crew and Cargo Manifest Form will be used to list all personnel in a group. List the Crew Name, if applicable, Flight Manager and contact information, ordering unit, destination, personnel in group, weight of each person, weight of each person's cargo, additional cargo, and total weight of the group and cargo. It is recommended to include contact information, usually a cell phone number, for leadership personnel. Do not include Personal Identifying Information (PII), such as date of birth, unless required.

The Flight Manager should have multiple copies of the Passenger/Crew and Cargo Manifest to distribute as needed. See agency guidelines for numbers of copies needed.

SPECIFICS:
Crew Name and Manager Name & Phone: List the official Crew Name, if applicable, and Flight Manager and contact information, usually a cell phone.

Ordering Unit, Incident/Project Name and Number: Fill in information as appropriate.

Carrier Name or Vehicle List – Make/Model/License: List the commercial carrier name or the make, model and license numbers for each vehicle used.

Departure and Arrival (Location, ETD, ETA): List departure and arrival locations. Include estimated time of departure (ETD), estimate time of arrival (ETA), and overnight stops.

Report To: Location passengers should report to or cargo should be delivered to.

If Delayed, Contact: Contact information (name, phone numbers) if passenger or cargo arrival is delayed.

Passenger/Cargo Name: List each passenger or cargo item on a separate line.

M/F: Male or Female.

Passenger Weight: Body weight of each passenger.

Cargo Weight: Weight of each passenger's cargo or separate cargo item.

Position/AD Class: Crew position of each passenger, if applicable. If an Administratively Determined (AD) employee, include AD Class. Example: FFT2 / AD-C.

Home Unit/Jetport: Home unit of each passenger and their home jetport.

Number of Passengers on Page: Total number of passengers listed on this page of the manifest.

Passenger & Cargo Weight: Total passenger weight. Total cargo weight. List in appropriate space.

Total Crew Weight: Sum of the passenger and cargo weights for a total group weight.

Signature of Authorized Representative: Authorized authority signature.

Date: Date manifest was completed and signed by the authorized authority.

Aircraft Flight Request/Schedule Form

United States
Department of the Interior
Bureau of Land Management
AIRCRAFT FLIGHT REQUEST/SCHEDULE

Change #:

6. Aircraft Info
FAA N#:

1. Initial request information

Initial Date/Time: | To/From: | Phone Number:

Cost-Accounting Management Code(s):

Billee Code (OAS A/C only):

Flight Schedule No. | Pax Seats

Make/Model:

Color:

Vendor:

Phone No.:

Pilot(s):

Check one: _ Point-to-Point _ Mission Flight Desired A/C Type: _Helicopter _ Airplane

Mission Objective/Special Needs:

2. Passenger/Cargo Information – **Indicate Chief of Party with an asterisk (*)**

Name/Type of Cargo (last name, initial)	LBS or CU ft	Project Order/Request No.	Dept Arpt	Dest Arpt	Return to	Name/Type of Cargo (last name, initial)	LBS or CU ft	Project Order/Request No.	Dept Arpt	Dest Arpt	Return to

3. Flight Itinerary (For Mission-Type Flights, Provide Points of Departure/Arrival and Attach Map with Detailed Flight Route and Known Hazards Indicated)

DEPART WITH			DEPART FROM			Enroute	ARRIVE AT			DROP OFF		Key Points	Info Relayed
Date	No. PAX	Lbs	Airport/ Place	ETD	ATD	ETE	Airport/ Place	ETA	ATA	No. PAX	Lbs	Drop-Off Points, Refueling Stops, Flight Check-ins, Pickup Points	To/From
						+							/
						+							/
						+							/
						+							/
						+							/
						+							/
						+							/
						+							/

4. Flight Following:

_ FAA IFR _ Satellite
_ FAA VFR w/ check-in every
___ Minutes to _ FAA or _ Agency
_ Agency VFT with check-in via radio every ___ Minutes
Frequencies:

5. Method of Resource Tracking:

_ Phone _ Radio
_ To Scheduling Dispatcher@
_ Prior to Takeoff _ Each Stop Enroute
_ Arrival at Destination
_ To: _____ @ _____
(Other Office) (Phone Number)

7. Administrative
Type of Payment Document:

_ OAS-23 or _ OAS 2
_ FS 6500-122
Other:
Route Document To:

8. Review (if applicable)

_ Hazard Analysis Performed
_ Dispatch/Aviation Mgr. Checklist
_ Other:

9. Close-out
Closed by: Date/Time: /

Hazard Analysis and Dispatch/Aviation Manager Checklist

HAZARD ANALYSIS AND DISPATCH/AVIATION MANAGER CHECKLIST

I. MISSION FLIGHT HAZARD ANALYSIS (fire flights exempt provided a pre-approved plan is in place). The following potential hazards in the area of operations have been checked, have been identified on flight itinerary map, and will be reviewed with Pilot and Chief-of-Party prior to flight:

- ☐ Military Training Routes (MTRs) or Special-Use Airspace (MOAs, Restricted Areas, etc.)
- ☐ Areas of high-density air traffic (airports); Commercial or other aircraft
- ☐ Wires/transmission lines; wires along rivers or streams or across canyons
- ☐ Weather factors: wind, thunderstorms, etc.
- ☐ Towers and bridges
- ☐ Other aerial obstructions:
- ☐ Pilot flight time/duty day limitations and daylight/darkness factors

  SUNRISE: _____

  SUNSET: _____
- ☐ Limited flight following communications
- ☐ High elevations, temperatures, and weights:

  MAX LANDING ELEV (MSL): _____

  MIN. FLIGHT ALTITUDE AGL: _____
- ☐ Transport of hazardous materials
- ☐ Other: _____

  _____

II. DISPATCHER/AVIATION MANAGEMENT CHECKLIST

- ☐ Pilot and aircraft carding checked with source list and vendor; carding meets requirements;
- ☐ OR, Necessary approvals have been obtained for use of uncarded cooperator, military, or other-government agency aircraft and pilots
- ☐ Check with vendor that an aircraft with sufficient capability to perform mission safely has been scheduled
- ☐ Qualified Aircraft Chief-of-Party has been assigned to the flight (noted on reverse)
- ☐ All DOI passengers have received required aircraft safety training;
- ☐ OR, Aviation manager will present detailed safety briefing prior to departure;
- ☐ Bureau Aircraft Chief-of-Party will be furnished with a Chief-of-Party/Pilot checklist and is aware of its use
- ☐ Means of flight following and resource tracking requirements have been identified
- ☐ Flight following has been arranged with another unit if flight crosses jurisdictional boundaries and communications cannot be maintained
- ☐ Flight hazard maps have been supplied to Chief-of-Party for nonfire low-level missions
- ☐ Procedures for deconfliction of Military Training Routes and Special-Use Airspace have been taken
- ☐ Chief-of-Party is aware of PPE requirements.
- ☐ Cost analysis has been completed and is attached
- ☐ Other/Remarks:

III. APPROVALS

Note: Reference Handbook 9420 for approval(s) required.

A. MISSION FLIGHT: HAZARD ANALYSIS PERFORMED BY:

_____
Chief-of-Party Signature

B. MISSION FLIGHT: HAZARD ANALYSIS REVIEWED BY:

_____
Dispatcher Or Aviation Manager Signature Required

C. IF NON-FIRE, ONE-TIME (NON-RECURRING), SPECIAL-USE MISSION, SIGNATURE OF LINE MANAGER IS REQUIRED **:

_____ **DATE:** _____

D. THIS FLIGHT IS APPROVED BY (Authorized Signature):

_____ **DATE:** _____

*** For recurring Special-Use Missions, signature is required on Special-Use Air Safety Plan, and not required here.*

Infrared Aircraft Scanner Request Form

INFRARED AIRCRAFT SCANNER ORDER

Incident# **Project#:**
Override#: **A#**

Incident Name:		Date/Time:	
Ordering Unit:		Telephone #:	
Local Dispatch:		Telephone #:	
GACC:		Telephone #:	
National IR Coord:		Telephone #:	(208) 387-5381
		Cell #	(208) 870-5066
GACC IR Liaison:		Telephone #:	( )
		Cell #	( )

IR Interpreter Ordered:	☐ YES	☐NO	☐On Order	
IR Interpreter:			Telephone # Cell #	( ) ( )
IR Interpreter Location:				
SITL Name: SITL email:			Telephone #: Cell #	( ) ( )

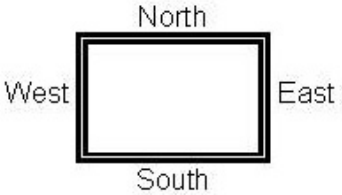
Approximate Incident Elevation:	Feet	
Approximate Fire Size:	Acres	
Requested Flight Time (local @ incident):		
IR Deliverables Location (ftp site):		

Mission Objective and Description:

LATITUDE/LONGITUDE INFORMATION NEEDED FOR EACH MISSION

Mapping Block

	Degrees	Minutes
NORTH		
SOUTH		
EAST		
WEST		



FAA Temporary Tower Request Form

TEMPORARY TOWER REQUEST FORM

(Note – this form should be used in conjunction with the checklist located in Chapter 11 of the ***Interagency Airspace Coordination Guide*** (**www.fs.fed.us/r6/fire/aviation/airspace**). Please attach this form to the Resource Order and forward both forms to the appropriate FAA Regional Operations Center (ROC) through established ordering channels.

I. GENERAL INFORMATION

Incident Name_____ Management/Fiscal Code_____

Resource Order Number _____ **Request Number** _____ **Date**_____

II. POINTS OF CONTACT

	Name / Agency	Telephone
Ordering Unit:		
Air Ops / Air Support:		
Local or Expanded Dispatch:		
Geographic Area Coordination Center:		
National Interagency Coordination Center:		
FAA POC at ROC:		
Airport Owner / Operator:		

Has the Airport Owner been notified? YES☐ NO☐

Requested Operational Hours: _____

Estimated Duration: _____

III. SUPPORT INFORMATION

Closest City / Town:_____ State: _____

Proposed Location of Temporary Tower (select one or explain):

- ☐ Airport (name and FAA Code) _____
- ☐ Helibase (physical/legal location) _____
- ☐ Incident Command Post (physical/legal location) _____
- ☐ Other _____

Is there a facility available on site for use as a "temporary tower"?

- ☐ FBO Site/Room rental, etc _____
- ☐ Rental Trailer _____
- ☐ Facility to be constructed on site _____
- ☐ Other _____

Expected overnight accommodations: ☐ Fire Camp ☐ Motel/Hotel ☐ Other _____

Vehicle Availability: ☐ GOV ☐ Rental ☐ Other (explain) _____

Attach detailed driving directions to reporting site (note road closures, hazardous conditions, easiest route of travel and provide detailed map) _____

IV. EQUIPMENT SURVEY – Refer to Chapter 11 Checklist in *Interagency Airspace Coordination Guide.*

Has equipment inventory been completed? ☐ Yes ☐ No

Equipment (radios, etc) locally available for use by assigned Tower Personnel: _____

_____

Equipment to be ordered: _____

_____

Preparedness/Detail Request Form

PREPAREDNESS/DETAIL REQUEST

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

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

7/22/2004

Incident Status Summary (ICS-209) Form

INCIDENT STATUS SUMMARY (ICS 209)

***1. Incident Name:**		**2. Incident Number:**	
***3. Report Version** (check one box on left): ☐ Initial ☐ Update ☐ Final Rpt # (if used):	***4. Incident Commander(s) & Agency or Organization:**	**5. Incident Management Organization:**	***6. Incident Start Date/Time:** Date: _____ Time: _____ Time Zone: _____
7. Current Incident Size or Area Involved (use unit label – e.g., "sq mi," "city block"):	**8. Percent (%) Contained** _____ **Completed** _____ / ***9. Incident Definition:**	**10. Incident Complexity Level:**	***11. For Time Period:** From Date/Time: _____ To Date/Time: _____

Approval & Routing Information

***12. Prepared By:** Print Name: _____ ICS Position: _____ Date/Time Prepared: _____	***13. Date/Time Submitted:** **Time Zone:**
***14. Approved By:** Print Name: _____ ICS Position: _____ Signature: _____	***15. Primary Location, Organization, or Agency Sent To:**

Incident Location Information

***16. State:**	***17. County/Parish/Borough:**	***18. City:**
19. Unit or Other:	***20. Incident Jurisdiction:**	**21. Incident Location Ownership** (if different than jurisdiction):
22. Longitude (indicate format): **Latitude** (indicate format):	**23. US National Grid Reference:**	**24. Legal Description** (township, section, range):
***25. Short Location or Area Description** (list all affected areas or a reference point):		**26. UTM Coordinates:**
27. Note any electronic geospatial data included or attached (indicate data format, content, and collection time information and labels):		

Incident Summary

***28. Significant Events for the Time Period Reported** (summarize significant progress made, evacuations, incident growth, etc.):
29. Primary Materials or Hazards Involved (hazardous chemicals, fuel types, infectious agents, radiation, etc.):

30. Damage Assessment Information (summarize damage and/or restriction of use or availability to residential or commercial property, natural resources, critical infrastructure and key resources, etc.):

A. Structural Summary	B. # Threatened (72 hrs)	C. # Damaged	D. # Destroyed
E. Single Residences			
F. Nonresidential Commercial Property			
Other Minor Structures			
Other			

ICS 209, Page 1 of ___	** Required when applicable.*

INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:	2. Incident Number:

Additional Incident Decision Support Information

*31. Public Status Summary:	A. # This Reporting Period	B. Total # to Date	*32. Responder Status Summary:	A. # This Reporting Period	B. Total # to Date
C. Indicate Number of Civilians (Public) Below:			*C. Indicate Number of Responders Below:*		
D. Fatalities			D. Fatalities		
E. With Injuries/Illness			E. With Injuries/Illness		
F. Trapped/In Need of Rescue			F. Trapped/In Need of Rescue		
G. Missing *(note if estimated)*			G. Missing		
H. Evacuated *(note if estimated)*			H. Sheltering in Place		
I. Sheltering in Place *(note if estimated)*			I. Have Received Immunizations		
J. In Temporary Shelters *(note if est.)*			J. Require Immunizations		
K. Have Received Mass Immunizations			K. In Quarantine		
L. Require Immunizations *(note if est.)*					
M. In Quarantine					
N. Total # Civilians (Public) Affected:			*N. Total # Responders Affected:*		

33. Life, Safety, and Health Status/Threat Remarks:

35. Weather Concerns (synopsis of current and predicted weather; discuss related factors that may cause concern):

*34. Life, Safety, and Health Threat Management:	A. Check if Active
A. No Likely Threat	☐
B. Potential Future Threat	☐
C. Mass Notifications in Progress	☐
D. Mass Notifications Completed	☐
E. No Evacuation(s) Imminent	☐
F. Planning for Evacuation	☐
G. Planning for Shelter-in-Place	☐
H. Evacuation(s) in Progress	☐
I. Shelter-in-Place in Progress	☐
J. Repopulation in Progress	☐
K. Mass Immunization in Progress	☐
L. Mass Immunization Complete	☐
M. Quarantine in Progress	☐
N. Area Restriction in Effect	☐
	☐
	☐
	☐
	☐

36. Projected Incident Activity, Potential, Movement, Escalation, or Spread and influencing factors during the next operational period and in 12-, 24-, 48-, and 72-hour timeframes:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

37. Strategic Objectives (define planned end-state for incident):

ICS 209, Page 2 of ___	* *Required when applicable.*

INCIDENT STATUS SUMMARY (ICS 209)

*1. Incident Name:	2. Incident Number:

Additional Incident Decision Support Information *(continued)*

38. Current Incident Threat Summary and Risk Information in 12-, 24-, 48-, and 72-hour timeframes and beyond. Summarize primary incident threats to life, property, communities and community stability, residences, health care facilities, other critical infrastructure and key resources, commercial facilities, natural and environmental resources, cultural resources, and continuity of operations and/or business. Identify corresponding incident-related potential economic or cascading impacts.

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

39. Critical Resource Needs in 12-, 24-, 48-, and 72-hour timeframes and beyond to meet critical incident objectives. List resource category, kind, and/or type, and amount needed, in priority order:

12 hours:

24 hours:

48 hours:

72 hours:

Anticipated after 72 hours:

40. Strategic Discussion: Explain the relation of overall strategy, constraints, and current available information to:

1) critical resource needs identified above,
2) the Incident Action Plan and management objectives and targets,
3) anticipated results.

Explain major problems and concerns such as operational challenges, incident management problems, and social, political, economic, or environmental concerns or impacts.

41. Planned Actions for Next Operational Period:

42. Projected Final Incident Size/Area (use unit label – e.g., "sq mi"):

43. Anticipated Incident Management Completion Date:

44. Projected Significant Resource Demobilization Start Date:

45. Estimated Incident Costs to Date:

46. Projected Final Incident Cost Estimate:

47. Remarks (or continuation of any blocks above – list block number in notation):

ICS 209, Page 3 of ___	* *Required when applicable.*

INCIDENT STATUS SUMMARY (ICS 209)

1. Incident Name:	2. Incident Number:

Incident Resource Commitment Summary

48. Agency or Organization:	49. Resources (summarize resources by category, kind, and/or type; show # of resources on top ½ of box, show # of personnel associated with resource on bottom ½ of box):	50. Additional Personnel not assigned to a resource:	51. Total Personnel (includes those associated with resources – e.g., aircraft or engines – *and* individual overhead):
52. Total Resources			

53. Additional Cooperating and Assisting Organizations Not Listed Above:	
ICS 209, Page ___ of ___	* *Required when applicable.*

Wildland Fire Entrapment/Fatality Initial Report Form

Wildland Fire Fatality and Entrapment INITIAL REPORT

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

NICC—National Interagency Fire Center
3833 South Development Ave.
Boise, ID 83705

Phone: 208–387–5400
Fax: 208–387–5414
Coordinator on Duty email: COD@blm.gov

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

1. General Information

Date of event: _____ Time: _____

Number of personnel involved: _____

Number of Injuries: _____ Fatalities: _____

Fire name, location, agency, etc.: _____

2. Fatalities

Type of accident:

☐ Aircraft ☐ Vehicle ☐ Natural (lightning, drowning, etc.) ☐ Smoke
☐ Medical (heart, stroke, heat, etc.) ☐ Entrapment ☐ Struck by falling object

Where fatality/entrapment occurred:

☐ Fire site ☐ In transit ☐ Incident base ☐ Other _____

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

Employing agency: _____

Unit name: _____

Address: _____

For further information, contact: _____

Phone: _____

3. Fire-Related Information

Fuel Model: _____

Incident management type at time of the incident/accident: (check one)

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Temperature: _____ RH: _____ Wind: _____ Mph _____

Topography: _____ Urban/wildland intermix?: ☐ Yes ☐ No

Slope: _____%

Fire size at the time of the incident/accident: _____ acres _____

Cause of fire: ☐ Natural ☐ Incendiary ☐ Accidental ☐ Unknown

4. Entrapment Information

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

Brief **description** of the accident:

Entrapment Description

Person trapped: ☐ With shelter ☐ Without shelter

Burns/smoke injuries while in shelter	☐ Yes	☐ No
Burns/smoke injuries while escaping entrapment	☐ Yes	☐ No
Burns/smoke injuries incurred while fighting fire	☐ Yes	☐ No
Fire shelter performed satisfactorily	☐ Yes	☐ No
Fire shelter was **available**, but not used	☐ Yes	☐ No

Personal Protective Equipment Used

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

Documentation of Length of Assignment Extension Requirements Form

Resource Extension Request Form

RESOURCE and INCIDENT INFORMATION:

Resource Name:_____

Incident Name:_____Incident #: _____Request #: _____

Position on Incident:_____

Home Unit Supervisor:_____email:_____fax #_____

EXTENSION INFORMATION:

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

Length of Extension and last work day:

Justification (Select from the list below):

☐ Life and property are imminently threatened,

☐ Suppression objectives are close to being met, or

☐ Replacement resources are unavailable or have not yet arrived.

REQUESTED BY* :

Incident Supervisor: _____ Incident Position: _____

APPROVED BY* :

1) Resource or Resource Supervisor: _____

2) Incident Commander or Deputy: _____

3) Host GACC Coordinator on Duty: _____

4) Home Unit Supervisor: _____

5) Sending GACC (excluding single-resource Overhead): _____

6) NICC (only if National Resource): _____

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

January 2013

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APPENDIX:
ACRONYM GUIDE

The following acronyms are used throughout the Nation Mobilization Guide:

AD	Administratively Determined
AFF	Automated Flight Following
AMRS	All-Hazards Meteorological Response System
APT	Administrative Payment Team
ARA	Aircraft Rental Agreement
ASAT	Aviation Safety Assistance Team
ASM1	Aerial Supervision Module
ATD	Actual Time of Departure
BAER	Burned Area Emergency Response
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BNML	Battalion Military Liaison
BPA	Blanket Purchase Agreement
BUYT	Buying Team
CDO	Communications Duty Officer
COMC	Communications Coordinator
COML	Incident Communication Unit Leader
COP	Chief-of-Party
COR	Contracting Officer Representative
COTR	Contracting Officer Technical Representative
CRWB	Crew Boss
CREP	Crew Representative
CRM	Crew Resource Management
CWN	Call When Needed
DASP	Disaster Assistance Support Program
DCO	Defense Coordinating Officer
DMS	Dispatch Messaging System
DOI	Department of Interior
EERA	Emergency Equipment Rental Agreement
EFTR	Emergency Firefighter Time Report
ESF	Emergency Support Function
EST	Emergency Support Team
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure

ETE	Estimated Time En route
FAA	Federal Aviation Administration
FAR	Federal Aviation Regulations
FAST	Wildland Fire and Aviation Safety Team
FBO	Fixed Base Operator
FEMA	Federal Emergency Management Agency
FMO	Fire Management Officer
FOG	Field Operations Guide
FOR	Fixed Operating Rate
FRS	Family Radio Service
FS	Forest Service
FWS	Fish and Wildlife Service
GACC	Geographic Area Coordination Center
GMAC	Geographic Multi-Agency Coordinating Group
GPU	Ground Power Unit
GSA	General Services Administration
HMGB	Helicopter Manager Single Resource
HSPD	Homeland Security Presidential Directive
HUDC	Host Unit Dispatch Center
IA	Initial Attack
IARR	Interagency Resource Representative
IBA	Incident Business Advisor
ICS	Incident Command System
ICS 209	Incident Status Summary
IHC	Interagency Hotshot Crew
IMET	Incident Meteorologist
IMSR	Incident Management Situation Report
IMT	Incident Management Team
IQCS	Incident Qualification Certification System
IR	Infrared
IRAWS	Incident Remote Automatic Weather Station
IRIN	Infrared Interpreter
ISO	Incident Support Organization
ISOG	Interagency SEAT Operations Guide
JFO	Joint Field Office
MAC	Multi-Agency Coordinating Group
MAFFS	Modular Airborne Firefighting Systems
MOU	Memorandum of Understanding

NASF	National Association of State Foresters
NCO	National Contracting Officer
NFES	National Fire Equipment System
NFPET	National Fire Prevention Education Team
NICC	National Interagency Coordination Center
NIFC	National Interagency Fire Center
NIMO	National Incident Management Organization Teams
NIRSC	National Incident Radio Support Cache
NISCC	National Interagency Supply Cache Coordinator
NMAC	National Multi-Agency Coordination Group
NPS	National Park Service
NRCC	National Response Coordination Center
NRF	National Response Framework
NWCG	National Wildfire Coordinating Group
NWS	National Weather Service
OAS	Office of Aviation Services
OFDA	Office of Foreign Disaster Assistance
OSHA	Occupational Safety and Health Administration
PAX	Passengers
POE	Point of Entry
PPE	Personal Protective Equipment
RAO	Regional Aviation Officer
RRCC	Regional Response Coordination Center
ROSS	Resource Order Status System
SEAT	Single Engine Airtanker
STCR	Strike Team Leader Crew
TFR	Temporary Flight Restriction
THSP	Technical Specialist
USA	United States of America
USDA	United States Department of Agriculture
USFA	United States Fire Administration
UTF	Unable to Fill
VOR	VHF Omnidirectional Range
VLAT	Very Large Airtanker
WUI	Wildland Urban Interface

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