

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

EXHIBIT C:

**2019 ALASKA STATEWIDE
ANNUAL OPERATING PLAN**

PREAMBLE

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

PURPOSE

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

This page intentionally left almost blank.

CONTENTS

PREAMBLE	I
PURPOSE	I
CONTENTS	III
TABLES	VII
ATTACHMENT TABLES	VII
PERIOD OF PERFORMANCE	1
1. COMMENCEMENT/EXPIRATION:	1
2. MODIFICATIONS:	1
3. TERMINATION:	1
4. ANNUAL REVIEW:	1
5. PREVIOUS AOP SUPERSEDED:	1
RECITALS	2
1. INTERMINGLED OR ADJACENT LANDS:	2
2. PARTIES TO THIS AGREEMENT:	2
3. COORDINATED EFFORTS:	2
4. STATE RESOURCE AVAILABILITY:	2
5. FEDERAL RESOURCE AVAILABILITY:	2
6. NATIONAL INTERAGENCY AGREEMENT FOR WILDLAND FIRE MANAGEMENT:	2
7. LOCAL RESOURCE AVAILABILITY:	2
8. STAFFORD ACT RESPONSES:	2
9. RESPONSIBILITIES:	2
a. <i>All Parties:</i>	2
b. <i>Jurisdictional Agencies:</i>	4
c. <i>Protecting Agencies:</i>	7
d. <i>Supporting Agencies:</i>	9
INTERAGENCY COOPERATION	9
10. COORDINATING GROUPS:	9
11. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):	9
12. ANNUAL OPERATING PLANS:	9
13. INTERAGENCY FIRE DISPATCH CENTERS:	9
a. <i>Staffing</i>	9
b. <i>Resource Orders</i>	10
14. ALASKA INTERAGENCY COORDINATION CENTER:.....	11
a. <i>Alaska Interagency Mobilization Guide (AIMG)</i>	11
b. <i>AICC Website</i>	11
c. <i>Internal Movement of Jurisdictional Agency Resources</i>	12
15. INTERAGENCY RESOURCES:	12

a.	Availability.....	12
b.	Statewide Shared Tactical Resources.....	12
c.	Strategic Allocation of Tactical Resources.....	12
d.	Resource Allocation Priorities.....	13
e.	Mutual Support.....	13
f.	Extended Staffing Requests.....	13
g.	Supplemental Resource Requests.....	14
h.	Severity Funding Requests.....	14
i.	Fire Medic Program.....	14
j.	Type 2 EFF Crew Mobilization	14
k.	Interagency and Agency Crews	15
l.	National Guard.....	15
m.	Non-DNR State of Alaska Resources.....	15
n.	Non-NWCG Federal Agency Resources	15
o.	Alaska Orientation Briefing.....	15
p.	Miscellaneous Assistance.....	15
16.	STATE-TO-STATE RESPONSE:	16
17.	STANDARDS:	16
PREPAREDNESS.....		17
18.	PROTECTION PLANNING:	17
19.	PROTECTION AREAS AND MANAGEMENT OPTION BOUNDARIES:	18
20.	METHODS OF FIRE PROTECTION AND SUPPRESSION:	19
21.	JOINT PROJECTS AND PROJECT PLANS:	19
22.	FIRE PREVENTION:.....	19
23.	PUBLIC USE RESTRICTIONS:	19
b.	Federal Restrictions & Closures	20
c.	State Burn Permit Suspensions and Burn Closures.....	20
d.	Other Restrictions.....	20
24.	BURNING PERMITS:	20
a.	Debris Burning on State, Municipal, and Private Lands	20
b.	Debris Burning on Federal Lands.....	21
c.	Prescribed Burning	21
25.	PRESCRIBED FIRE AND FUELS MANAGEMENT:.....	21
26.	SMOKE MANAGEMENT:	22
OPERATIONS.....		23
27.	CLOSEST FORCES CONCEPT:	23
a.	DNR Delta Area Authority for Donnelly Training Area	23
b.	DNR Matsu Area Authority for Joint Base Elmendorf-Richardson (JBER).....	23
c.	DNR Fairbanks Area Authority for Eielson Air Force Base and Clear Air Force Station	23
d.	Other Federal and Military lands with no suppression agreements in place	23
28.	FIRE NOTIFICATIONS:	23
29.	PROTECTION AREA BOUNDARY LINE FIRES:	24

30.	INDEPENDENT ACTIONS:.....	24
31.	ESCAPED PRESCRIBED FIRES:	24
32.	RESPONSE TO WILDLAND FIRE:	24
a.	<i>Initial Response</i>	25
b.	<i>Evacuations</i>	25
c.	<i>Decision Process</i>	25
d.	<i>Wildland Fire Decision Support System Approval Requirements</i>	26
e.	<i>Fires with Federal Emergency Management Agency Reimbursable Expenses</i>	28
f.	<i>Surveillance and Monitoring</i>	28
g.	<i>Agency-specific Reporting Requirements</i>	28
h.	<i>Overwintering Fires</i>	28
i.	<i>Invasive Species Control</i>	29
j.	<i>Post-fire Response</i>	30
33.	DELEGATION OF AUTHORITY:.....	31
34.	PRESERVATION OF EVIDENCE:	32
a.	<i>Origin and Cause Determination:</i>	32
b.	<i>Fire Investigation:</i>	32
35.	STAFFORD ACT RESPONSES:	33
USE AND REIMBURSEMENT OF INTERAGENCY RESOURCES		33
36.	APPROPRIATED FUND LIMITATION:.....	33
37.	LENGTH OF ASSIGNMENTS:	33
38.	FIRE SUPPRESSION AND COST SHARE AGREEMENTS:	33
a.	<i>Incident Billing Criteria (AFS, DNR, and USFS)</i>	35
b.	<i>Audits</i>	36
39.	PROCUREMENT:.....	36
a.	<i>Handbooks</i>	36
b.	<i>Incident Business Oversight</i>	37
c.	<i>Emergency Equipment Agreements</i>	37
d.	<i>Property Loss or Damage</i>	37
f.	<i>Medical Transport, Treatment and Transfer to Home Unit</i>	38
40.	LICENSING:	38
41.	TEXT MESSAGING WHILE DRIVING:	38
43.	TRAINING:	39
a.	<i>Emergency Fire Fighter (EFF/AD) Training</i>	39
b.	<i>Cooperator Training</i>	39
c.	<i>Field Deliverable Courses</i>	39
44.	TECHNOLOGY SYSTEMS:	40
a.	<i>BLM Network Access</i>	40
b.	<i>GIS and Information Technology Applications</i>	41
c.	<i>Computer-aided Dispatch Systems (CADs)</i>	41
d.	<i>Teletype</i>	42
e.	<i>Communications</i>	42
45.	FIRE WEATHER SYSTEMS:	43

a.	<i>Fire Weather AOP</i>	43
b.	<i>Operational Guidelines</i>	44
c.	<i>Incident Meteorological Services</i>	44
d.	<i>National Fire Danger Rating System Remote Automated Weather Stations (NFDRS-RAWS)</i>	44
e.	<i>Roles and Responsibilities</i>	44
f.	<i>Automatic Lightning Detection Network</i>	45
46.	AVIATION OPERATIONS:	46
a.	<i>Aviation Site Management</i>	46
b.	<i>Pilot and Aircraft Certification</i>	46
c.	<i>Aviation Mission Standards</i>	46
d.	<i>Temporary Flight Restrictions Notifications</i>	46
e.	<i>Sanitizing Aircraft Water Delivery Systems</i>	47
f.	<i>Canadian Aviation Resources</i>	47
g.	<i>Airtanker Bases</i>	47
h.	<i>Ft. Wainwright Aircraft Operations</i>	47
i.	<i>Fire Scene Aviation Organization and Communications</i>	48
j.	<i>Non-Tactical Aviation Resources</i>	48
k.	<i>Unmanned Aerial Systems</i>	48
l.	<i>Aerial Mapping Services</i>	49
m.	<i>Forms for Aviation Payment Documentation</i>	49
n.	<i>Reimbursable Aviation Costs</i>	49
47.	BILLING PROCEDURES:	50
a.	<i>In-State Fires with FEMA Reimbursable Expenses</i>	50
b.	<i>Joint Projects and Project Assistance (Fuels)</i>	50
c.	<i>Meals and Lodging for Resource Ordered and Subsisted Personnel</i>	50
d.	<i>Annual Fixed Costs</i>	51
e.	<i>Suppression and Non-Specific Suppression Support</i>	51
f.	<i>BIA, FWS, NPS Cost Recovery Process for DNR Incident Support</i>	52
g.	<i>Administrative Fees</i>	52
h.	<i>Billing Documentation</i>	53
48.	TRESPASS/ SUPPRESSION COST RECOVERY:	55
49.	STAFFORD ACT USE AND REIMBURSEMENT:	56
	GENERAL PROVISIONS	56
50.	PERSONNEL POLICY:	56
51.	SUPPLEMENTAL FIRE DEPARTMENT RESOURCES:	56
52.	MUTUAL SHARING OF INFORMATION:	56
a.	<i>Public Information</i>	56
b.	<i>Interagency Information</i>	58
c.	<i>Science & Research</i>	62
53.	RECORD RETENTION:	63
54.	ACCIDENT INVESTIGATIONS:	64
55.	PURCHASER, CONTRACTOR, OPERATOR, PERMITTEE, ETC., FIRES:	64
56.	WAIVER OF CLAIMS:.....	64

57.	EQUIPMENT, SUPPLIES, CACHE ITEMS:	64
a.	Warehouse Catalog.....	64
b.	Incident Support.....	64
c.	Property Loss or Damage.....	65
d.	Fresh Food Contracts.....	65
58.	TRANSPORTED EQUIPMENT:.....	65
59.	AUTHORIZED REPRESENTATIVES:	65
SIGNATURES		67
ATTACHMENT 1.	ANNUAL FIXED COSTS	1-1
ATTACHMENT 2.	SUPPRESSION AND NON-SPECIFIC SUPPORT COSTS	2-1
ATTACHMENT 3.	ALASKA INTERAGENCY FIRE MANAGEMENT ORGANIZATION.....	3-1
ATTACHMENT 4.	PROTECTION AREA BOUNDARY CHANGES.....	4-1
ATTACHMENT 5.	PROTECTION AREA BOUNDARY CHANGE FORM	5-1
ATTACHMENT 6.	HAINES AREA FIRE MANAGEMENT ROLES AND RESPONSIBILITIES	6-1
ATTACHMENT 7.	ALASKA NATIVE ORGANIZATIONS & LANDS	7-1
ATTACHMENT 8.	CROSS-BILLING TIMELINE	8-1

TABLES

TABLE 1: JURISDICTIONAL AGENCIES BASED ON OWNERSHIP/LAND STATUS	4
TABLE 2: ALASKA DISPATCH CENTERS.....	10
TABLE 3: AICC STAFFING AND FUNDING 2018	11
TABLE 4: DUE DATES AND PROTECTION PLANNING TASKS	17
TABLE 5: ALASKA WFDSS APPROVAL AUTHORITIES.....	27
TABLE 6: WILDLAND FIRE FISCAL RESPONSIBILITY BY JURISDICTION	34
TABLE 7: ALASKA WEATHER DATA COLLECTION AND ARCHIVING PROCESS	45
TABLE 8: USFS BILLING ADDRESSES.....	53
TABLE 9: AFS-USFS-DNR BILLING DUE DATES AND TASKS FOR IN-STATE SUPPRESSION AND NON-SPECIFIC SUPPRESSION SUPPORT.....	54
TABLE 10: DNR-AFS-USFS BILLING DUE DATES AND TASKS FOR OUT-OF-STATE INCIDENTS	55

ATTACHMENT TABLES

ATTACHMENT TABLE 1-1: ANNUAL FIXED COSTS - DNR BILLS AFS	1-1
ATTACHMENT TABLE 1-2: ANNUAL FIXED COSTS - DNR BILLS USFS	1-1
ATTACHMENT TABLE 1-3: ANNUAL FIXED COSTS - AFS BILLS DNR	1-1
ATTACHMENT TABLE 2-1: SUPPRESSION AND NON-SPECIFIC SUPPORT COSTS	2-1

This page intentionally left almost blank.

PERIOD OF PERFORMANCE

1. COMMENCEMENT/EXPIRATION:

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

2. MODIFICATIONS:

Revisions or updates to this *Alaska Statewide AOP* are automatically incorporated into the [2015 Master Agreement \(https://fire.ak.blm.gov/administration/asma.php\)](https://fire.ak.blm.gov/administration/asma.php). Formal modification to the *Master Agreement* is not required for *AOP* revisions and updates to take effect.

3. TERMINATION:

Refer to *Master Agreement*.

4. ANNUAL REVIEW:

This *Alaska Statewide AOP* is reviewed annually, revised as needed, and signed by April 1. *Master Agreement Exhibits* are also reviewed and revised annually in conjunction with the *AOP*. The review will be scheduled and led by the Protecting Agencies and will include designated representatives of each of the signatories.

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

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

5. PREVIOUS AOP SUPERSEDED:

This *2019 Alaska Statewide Annual Operating Plan* supersedes the *2018 Alaska Statewide Annual Operating Plan* as Exhibit C of the *Master Cooperative Wildland Fire Management and Stafford Act Response Agreement*.

RECITALS

1. INTERMINGLED OR ADJACENT LANDS:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

2. PARTIES TO THIS AGREEMENT:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

3. COORDINATED EFFORTS:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

4. STATE RESOURCE AVAILABILITY:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

5. FEDERAL RESOURCE AVAILABILITY:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

6. NATIONAL INTERAGENCY AGREEMENT FOR WILDLAND FIRE MANAGEMENT:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

7. LOCAL RESOURCE AVAILABILITY:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

8. STAFFORD ACT RESPONSES:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

9. RESPONSIBILITIES:

The Parties to this agreement have jurisdictional and/or fire protection authority for lands in Alaska (refer to **Attachment 3**) and are responsible for:

- Facilitating wildland fire management activities.
- Protecting the public, firefighters, and identified sites from wildfire.
- Providing opportunities to accomplish fire-related land-use and resource management objectives in a cost-efficient manner that is consistent with the policies of the United States Department of the Interior (DOI), the United States Department of Agriculture (USDA) and the Alaska DNR.

a. ALL PARTIES:

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

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

- 2) All Parties will ensure their capability to provide safe, cost-effective fire management programs in support of land and resource management plans through appropriate planning, staffing, training, equipment, and management oversight.
- 3) All Parties will cooperate with each other, interested parties, and the public to prevent unauthorized ignition of wildfires.
- 4) All Parties will use compatible planning processes, training and qualification requirements, operational procedures, management option designations, and public education programs for all fire management activities.
- 5) All Parties will maintain membership in the Alaska Wildland Fire Coordinating Group (AWFCG). It is the responsibility of members to participate in the decision-making process and ensure their respective agencies are made aware of decisions that will affect them.
- 6) Agency administrators will ensure that their employees are trained, certified, and made available to participate in the wildland fire program locally, regionally, and nationally as the situation demands. Employees with operational, administrative, or other skills will support the wildland fire program.
- 7) As requested and based on availability of resources, any Party may provide assistance to another for planning and implementing prescribed fires and other fuels treatment projects.
- 8) All Parties will provide qualified personnel to participate in workgroups, committees, and training.
- 9) All Parties will support wildland fire research, identify research needs and priorities, provide personnel and logistical support for research projects, and assist with technology transfer and implementation of research results. (See **Clause 52.c**)
- 10) All Parties shall comply with statutes, laws, executive orders, and policies relating to nondiscrimination. These include, but are not limited to *Sections 119 and 504 of the Rehabilitation Act of 1973 as amended*, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability. Pursuant to *41 CFR Ch. 60-1.4* all parties recognize that they are obliged to abide by and include the equal opportunity clause contained in the *Federal Executive Order 11246, Section 202*, in each of its government contracts, should there be contracts as a result of this agreement.
- 11) Issues or concerns between Jurisdictional and Protecting Agencies that are not resolvable at the local level should immediately be elevated to the appropriate Regional Fire Management Officer/Coordinator, the AFS Manager, the DNR Chief of Fire and Aviation, and/or the USFS R10 Fire Operations Specialist for discussion and adjudication. Lessons learned from this process should be included in the Interagency Fall Fire Review agenda.

b. JURISDICTIONAL AGENCIES:

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

Table 1: Jurisdictional Agencies based on Ownership/Land Status

<i>Jurisdictional Agency</i>	<i>Ownership/Land Status</i>
Alaska Department of Natural Resources**	<ul style="list-style-type: none"> • Alaska State managed lands including: <ul style="list-style-type: none"> ○ State Parks, Forests, Mental Health, and other state lands ○ State Critical Habitat Areas, Range Areas, Refuges and Sanctuaries (joint w/Alaska Department of Fish and Game) ○ Lands “Tentatively Approved” for conveyance to the state ○ DNR lands permitted or leased to another entity † • City, Borough and Municipality lands • Private fee simple lands
Alaska Native Claims Settlement Act (ANCSA) Village and Regional Corporations (AFS may act as the Agency Administrator Representative, when necessary)	<ul style="list-style-type: none"> • Patented or Interim Conveyed ANCSA Regional or Village Corporation lands • ANCSA lands permitted or leased to another entity †
Bureau of Indian Affairs***	<ul style="list-style-type: none"> • BIA managed lands including: <ul style="list-style-type: none"> ○ Restricted Native Allotments (patented or certificated) ○ Annette Island Indian Reservation ○ Other federally-administered Indian trust lands
Bureau of Land Management	<ul style="list-style-type: none"> • BLM managed lands including: <ul style="list-style-type: none"> ○ National system of public lands as defined in Federal Land and Management Policy Act ○ National Conservation Areas ○ BLM Wild and Scenic Rivers ○ National Recreation Areas ○ National Petroleum Reserve-Alaska ○ BLM lands permitted or leased to another entity † ○ Native Allotment Applications (not yet patented or certificated) ○ ANCSA Regional or Village Corporation selected lands outside of National Parks, Wildlife Refuges, and Forests that are not conveyed ○ State selected lands outside of National Parks, Wildlife Refuges, and Forests that are not conveyed
National Park Service	<ul style="list-style-type: none"> • NPS managed lands including: <ul style="list-style-type: none"> ○ National Parks, Preserves, and Historical Parks ○ Aniakchak, Cape Krusenstern, & World War II Valor in the Pacific National Monuments ○ NPS Wild and Scenic Rivers ○ NPS lands permitted or leased to another entity † ○ ANCSA Regional or Village Corporation selected lands within National Parks, Preserves, Historical Parks, and Monuments that are not conveyed ○ State selected lands within National Parks, Preserves, Historical Parks, and Monuments that are not conveyed

<i>Jurisdictional Agency</i>	<i>Ownership/Land Status</i>
U.S. Fish and Wildlife Service	<ul style="list-style-type: none"> • FWS managed lands including: <ul style="list-style-type: none"> ○ National Wildlife Refuges ○ FWS Wild & Scenic Rivers ○ FWS lands permitted or leased to another entity † ○ ANCSA Regional or Village Corporation selected lands within National Wildlife Refuges that are not conveyed ○ State selected lands within National Wildlife Refuges that are not conveyed
U.S. Forest Service	<ul style="list-style-type: none"> • USFS managed lands including: <ul style="list-style-type: none"> ○ National Forests ○ Admiralty Island & Misty Fjords National Monuments ○ USFS lands permitted or leased to another entity † ○ ANCSA Regional or Village Corporation selected lands within National Forests that are not conveyed ○ State selected lands within National Forests that are not conveyed
Department of Defense Agencies* including:	Each of these agencies is responsible for management of wildland fire on their own lands except where specific agreements exist.
<ul style="list-style-type: none"> • U.S. Army • U.S. Air Force (USAF) • U.S. Navy 	
Other Federal Agencies including (but not limited to):	Each of these agencies is responsible for management of wildland fire on their own lands except where specific agreements exist. As of March 2019 , there are no reimbursable arrangements in place for lands in these jurisdictions.
<ul style="list-style-type: none"> • U.S. Postal Service • U.S. Coast Guard • Federal Aviation Administration • General Services Administration • U.S. Public Health Service • National Oceanic and Atmospheric Administration 	

* U.S. Army Garrison Alaska (USAG Alaska) manages some lands in conjunction with the Bureau of Land Management. The AFS Military FMO works with USAG Alaska and BLM to determine Jurisdictional Agency for fires on these lands. As of March 2019, the only suppression agreement with the Army in Alaska is the a memorandum of agreement and annual operating plan between BLM Alaska and the U.S. Army Garrison Fort Wainwright which specifies joint BLM/Army responsibilities for fire management on the Yukon and Donnelly training ranges. There are no reimbursable arrangements in place for other federal and military lands in Alaska, including the Fort Greely Missile Defense site. A 2019 agreement between Alaska DNR and the U.S. Air Force Joint-Base Elmendorf-Richardson describes fire management roles and responsibilities for fires occurring on the base.

**Under state statute, the State of Alaska, Department of Natural Resources, Division of Forestry maintains jurisdictional authority over private lands (excepting restricted Native Allotments, and Alaska Native Corporation lands conveyed under ANCSA). Private landowners may negotiate management option changes with the state.

***In some cases, BIA authority may be managed by a service contract provider. Jurisdictional authority for lands sold out of restricted status is based on the purchaser's status.

†Federal and state permits, leases, sales contracts and other documents that allow for private use of federal and state lands may contain information regarding wildfire protection levels and management option designation in the document or document's stipulations. Those designations are applicable to the lands and personal property located on those lands; the issuing Jurisdictional Agency is responsible for selecting the response management option.

Jurisdictional Agency Administrators will:

- 1) Ensure management actions taken by the Protecting Agency are compliant with unit plans and Jurisdictional Agency policy and are fiscally responsible.
- 2) Set strategic fire direction in Unit Fire Management Plans, WFDSS, and/or in the *AIWFMP*. Ensure *AIWFMP* management option designations are appropriate and reviewed annually. Identify general restrictions and constraints on their administrative units. Management option change procedures are addressed in the *AIWFMP*.
- 3) Annually review infrastructure, cultural sites, and natural resource areas within jurisdictional boundaries, and provide direction to the Protecting Agencies regarding protection priorities. Ensure that *AIWFMP* management options reflect these priorities, and that specific sites are included in the Alaska Known Sites Database when appropriate. (See **Clause 52.b.2**).
- 4) Approve non-standard responses as defined in *AIWFMP* and record in an approved decision document.
- 5) Work collaboratively with Protecting Agency and other affected Jurisdictional Agencies and provide objectives and constraints to ensure land and resource management objectives are met and documented during the decision support process.
- 6) Assist with the development of incident decision documents, approve decisions, and complete periodic assessments that meet timeframes established in WFDSS.
- 7) Develop and jointly sign a Delegation of Authority to implement the Course of Action and Incident Objective(s) defined in the decision document when incident complexity is Type 3 and above.
- 8) Notify Protecting Agency of any special resource concerns. Assign, as the incident complexity warrants, an Agency Representative and/or Resource Advisor. BIA service contractor providers may serve as Resource Advisors for Native Allotments.
- 9) Participate in IMT meetings to discuss local issues, personnel, and facilities and establish a formal recognition of agency roles.
- 10) Collaborate with Protecting Agencies and IMTs regarding media releases.
- 11) Participate in IMT closeouts and contribute to the written evaluation of IMT performance in the implementation of the direction contained in the Delegation of Authority.
- 12) Investigate and pursue all legal actions that are deemed necessary for human-caused fires according to agency policy.
- 13) Provide written repair standards for wildfire suppression activity damage. Ensure suppression activities damage repair is completed satisfactorily by the Protecting Agency.
- 14) Determine the need for, develop, and manage Emergency Stabilization and Burned Area Rehabilitation activities.
- 15) Manage fire prevention and education programs.
- 16) Manage vegetation through hazardous fuels and habitat improvement programs.
- 17) Manage fire closure/restriction programs for agency lands and coordinate with interagency partners.

- 18) Keep Protecting Agency FMOs up to date on local invasive species issues and work with them to develop controls designed to prevent spread resulting from fire management activities.
- 19) Collaborate with Protecting Agency to analyze the appropriate management organization for an incident.

c. *PROTECTING AGENCIES:*

The Protecting Agencies in Alaska are the DNR, the BLM-AFS, and the USFS.

Protecting Agencies maintain and operate wildfire suppression organizations in Alaska with the primary intention of providing safe, cost-effective suppression services and minimizing unnecessary duplication of suppression systems. Suppression services include all management actions intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread. Management actions for the protection of identified values include, but are not limited to, surveillance, mapping, and on-site actions.

The Protecting Agencies will:

- 1) Implement the initial response to an incident in accordance with the *AIWFMP*.
- 2) Notify affected jurisdictions of all incidents, including wildfires, false alarms, and suppression actions taken on non-escaped fires. Notify additional jurisdictions as they become affected by an incident. Notify affected jurisdictions of significant events on an incident including but not limited to:
 - a. Increase or decrease in complexity
 - b. Incident status change
 - c. Incident strategy change
 - d. Injury or accident
 - e. Initiation of an investigation or cost recovery action.
- 3) Provide the operational control for suppression services in support of the Jurisdictional Agency's mission.
- 4) Provide fire detection coverage based on levels of lightning activity and human use, or at a Jurisdictional Agency's request.
- 5) Determine and document the location, management option, and cause of each incident.
- 6) Ensure that new fires are initiated in the dispatch system, and that the data are correctly exchanged with the Wildland Fire Decision Support System (WFDSS) through the Integrated Reporting of Wildland Fire Information (IRWIN) data exchange environment.
- 7) Collaborate with Jurisdictional Agency(ies) to analyze the appropriate management organization for an incident.
- 8) Assign an Incident Commander and an appropriate sized management organization for initial and extended responses.
- 9) Develop and jointly sign a Delegation of Authority to implement the decision document when the incident complexity is Type 3 or greater.

- 10) Provide supervision and support including oversight, direction, and logistical support for all wildfires.
- 11) Assign a Protecting Agency liaison to out-of-state IMT's.
- 12) Conduct initial IMT briefings - include representatives from affected Jurisdictional Agencies.
- 13) Conduct IMT closeouts and compile IMT evaluations, notes from the closeout, and the Incident Summary and forward to the Protecting Agencies' Chief of Fire Operations, affected Jurisdictional Agency(ies) and the AWFCG Chair and Executive Assistant.
- 14) Track incident costs and provide daily cost estimates to other Protecting and Jurisdictional Agencies.
- 15) Complete wildfire suppression activities damage repair in accordance with approved suppression repair plans in collaboration with the Jurisdictional Agency(ies). Ensure Jurisdictional Agency(ies) are informed of progress.
- 16) Keep Jurisdictional Agencies up to date on invasive species issues and work with them to develop controls designed to prevent spread resulting from fire management activities.
- 17) Fulfill interagency reporting requirements as directed in the AIMG and provide AICC with final fire reports for archiving and distribution to the affected Jurisdictional Agencies as described in **Clause 52.b.4**). Submit fire acreage and perimeter data using AWFCG Geographic Information System (GIS) Committee protocols. Perimeters will be submitted for fires that escape initial attack in Full and Critical Management Option areas, and for all fires ten acres or greater. Submissions will include periodic acreage and perimeters for ongoing incidents as negotiated with the Jurisdictional Agency, and a final acreage and fire perimeter dataset for inclusion with the final fire report and the GIS Fire History dataset. Collaborate with Jurisdictional Agencies to acquire and validate data.
- 18) Provide periodic fire surveillance updates including latest perimeter maps for ongoing fires on a schedule negotiated with Jurisdictional Agencies or as defined within WFDSS.
- 19) Provide Jurisdictional Agencies with updated information on infrastructure and other sites collected during fire management actions in order to help ensure that the Alaska Known Sites Database is current. (See **Clause 52.b.2**).
- 20) Provide wildland fire management related training to Jurisdictional and other Protecting Agencies employees, including emergency fire fighters, based on needs and available training space.
- 21) Collaborate with Jurisdictional Agencies and IMTs on media releases that provide fire statistics and on-going suppression/management actions on fires. Questions regarding Jurisdictional Agency policy or actions will be referred to the appropriate Jurisdictional Agency.
- 22) Communicate annual step-up and draw down plans to Jurisdictional Agencies. Discuss when resource levels and/or fire conditions have triggered step-up or draw down plans during daily tactical meeting.

- 23) Comply with Alaska Department of Fish and Game (ADF&G) stream-crossing permit requirements where necessary.
- 24) Ensure suppression operations comply with all ADF&G water-withdrawal permit requirements.
- 25) Complete prescribed fire reporting requirements for inclusion in daily Geographic Area and National reporting systems.

d. SUPPORTING AGENCIES:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

INTERAGENCY COOPERATION

10.COORDINATING GROUPS:

The AWFCG is responsible to review and update, as warranted, the *Alaska Interagency Wildland Fire Management Plan (AIWFMP)*. That plan and its appendices are available in Appendix B of the *Alaska Agency Administrator's Guide* (<https://fire.ak.blm.gov/administration/aaguide.php>).

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

11.NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS):

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

12.ANNUAL OPERATING PLANS:

Zone/Area/Forest/local Jurisdictional Units AOPs may be developed and incorporated as attachments to this *AOP*. The format for all local AOPs between parties who are signatory to the *Master Agreement* should be similar to this *Statewide AOP* and address local operating procedures. Signed local AOPs should be submitted annually no later than April 1 to agency representatives listed below in **Clause 59**; USFS local AOPs should be submitted to the Region 6/10 Incident Business Coordinator. Local AOPs are valid until a new AOP is signed and submitted.

13.INTERAGENCY FIRE DISPATCH CENTERS:

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

a. STAFFING

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

From early May to mid-August most interagency fire dispatch centers operate from 08:00 to 18:00 hours, seven days per week. Galena and Southwest Area are exceptions to the aforementioned dates. Protecting Agencies may choose to staff interagency fire dispatch centers

beyond these dates if needed. Center hours will be extended as necessary. All interagency fire dispatch centers will have an after-hours and off season contact protocol identified in their dispatch plan.

Table 2: Alaska Dispatch Centers

<i>Dispatch Center</i>	<i>Location</i>	<i>Managing Agency</i>
Alaska Interagency Coordination Center	Fort Wainwright	BLM/AFS
State Logistics Center	Fairbanks	DNR
Anchorage Interagency Dispatch Center*	Anchorage	BLM
Upper Yukon / Tanana / Military Zone Dispatch Center	Fort Wainwright	BLM/AFS
Galena Zone Dispatch	Galena	BLM/AFS
Delta Area Dispatch	Delta Junction	DNR
Fairbanks Area Dispatch	Fairbanks	DNR
Kenai Interagency Dispatch Center	Soldotna	DNR
Mat-Su Area Dispatch	Palmer	DNR
Southwest (McGrath) Dispatch	McGrath	DNR
Tok Area Dispatch	Tok	DNR
Valdez-Copper River Area Dispatch	Glennallen	DNR
Chugach National Forest Dispatch	Anchorage	USFS
Tongass National Forest Dispatch	Ketchikan	USFS

*AICC serves as the dispatch center for AFS South Zone resources; Anchorage Interagency Dispatch Center (AIDC) (formerly a part of "AFS South Zone"), located in Anchorage, serves as the statewide dispatch center for resource aviation operations and does not function as a fire dispatch.

b. RESOURCE ORDERS

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

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

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

Alaska personnel on their home unit and acting within the scope of their authority may charge to an incident without being assigned through a resource order.

14. ALASKA INTERAGENCY COORDINATION CENTER:

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

Table 3: AICC Staffing and Funding 2018

<i>Position</i>	<i>Agency</i>	<i>Funded By</i>
Center Manager	AFS	AFS
Assistant Center Manager	USFS	USFS/AFS
Logistics Coordinator	DNR	DNR
Intelligence Coordinator	DNR	DNR
Fire Weather Program Manager (job shared position)	NPS	NPS
Fire Behavior Specialist	AFS	AFS
Emergency Operations Coordinator	AFS	AFS
Dispatchers	AFS	AFS
<ul style="list-style-type: none"> • Overhead (2) • Aircraft (5) • Equipment (1) • Intelligence (1) 		

a. ALASKA INTERAGENCY MOBILIZATION GUIDE (AIMG)

The *AIMG* is a component of this Statewide AOP by reference. It is published annually by April 15, and is the reference guide for interagency mobilization. All changes should be submitted to AICC by March 15 using the [Mobilization Guide Change Request Form](https://fire.ak.blm.gov/logdisp/aimg.php) (<https://fire.ak.blm.gov/logdisp/aimg.php>).

b. AICC WEBSITE

The [AICC website \(https://fire.ak.blm.gov/\)](https://fire.ak.blm.gov/) is a comprehensive source of fire-related information. Website links to documents, webpages, and data include, but are not limited to Alaska and National situation reports and preparedness levels, current and historical fire map products and data, media releases, planned prescribed fires, incident management team and crew information and rotation lists, current weather forecasts, weather station data, Alaska fire and fuels information, and fire potential outlooks.

c. INTERNAL MOVEMENT OF JURISDICTIONAL AGENCY RESOURCES

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

If agency resources are charging to a fire code, use of ROSS and coordination with the Protecting Agency FMO is required with the exception of personnel on their home unit and acting within the scope of their authority. Charges included in cross billing must be supported by agency-approved documentation (resource orders, travel vouchers, OF-288, etc.).

15.INTERAGENCY RESOURCES:

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

a. AVAILABILITY

During the fire season, each Jurisdictional Agency will determine what resources they have available for initial response and/or incident assignments and notify the respective Protecting Agency FMO and Dispatch office. Dispatch offices will status appropriately in ROSS. Area/Zone/Forest resource availability will be managed within the local Area/Zone/Forest.

b. STATEWIDE SHARED TACTICAL RESOURCES

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

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

c. STRATEGIC ALLOCATION OF TACTICAL RESOURCES

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

Considerations for resource distribution include:

- Use of all available in-state resources
- Ordering of additional resources from other GACCs or Canada
- Alaska and National Preparedness Levels
- Severity funding requests both agency-specific and interagency
- Draw-down and Step-up plans

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

d. RESOURCE ALLOCATION PRIORITIES

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

e. MUTUAL SUPPORT

The Protecting Agencies may request tactical resources from each other for initial response without processing a Resource Order. Approved fire time reports will be completed and signed before tactical and/or support resources are released.

Jurisdictional Agency resources may respond based on a verbal request from the Protecting Agency but follow-up documentation including a Resource Order and approved Time Report is required.

Any non-Stafford Act, non-fire response request requires a Reimbursable Agreement be in place prior to filling a request. For the Department of the Interior Agencies see the [2014 U.S. Department of the Interior Memorandum of Agreement for Intra-Agency Support during Emergency Incidents \(https://www.doi.gov/sites/doi.gov/files/migrated/emergency/upload/DOI-MOA-post-surname-FINAL-14JAN14.pdf\)](https://www.doi.gov/sites/doi.gov/files/migrated/emergency/upload/DOI-MOA-post-surname-FINAL-14JAN14.pdf).

f. EXTENDED STAFFING REQUESTS

All requests for extended staffing must be approved and a charge/reimbursable code assigned by the Protecting Agency FMO. The use of local Jurisdictional or Protecting Agency resources will be documented at the local dispatch level to support overtime authorizations and billing procedures and be provided to the regional fire management offices. A Resource Order is required for extended staffing by Jurisdictional Agency resources to support cost recovery billing by the Jurisdictional Agency (see **Clauses 38 and 47.f**).

g. SUPPLEMENTAL RESOURCE REQUESTS

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

h. SEVERITY FUNDING REQUESTS

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

i. FIRE MEDIC PROGRAM

The Fire Medic Program is managed by the DNR Division of Forestry Safety Officer, and the AFS Safety and Occupational Health Specialist who serves as the program's Fire Medic Coordinator. The physician sponsor is the Medical Director of the program. The program's managing documents are the *Alaska Interagency Wildland Fire Medic Policy* and its appendices, including the Program's *Standard Operating Guidelines*. See the *AIMG* for Fire Medic ordering procedures. DNR provides the administrative support to process all hiring, payroll, worker's compensation, travel and other miscellaneous expenses associated with EFF Medics on fire assignments. AFS funds the Fire Medic Coordinator and is responsible for the program's management and operations.

The costs incurred for pre-season orientation training for Fire Medics (not including EFF wages) are divided equally between AFS and DNR. Pre-season replacement of expired kit items and restocking during the fire season are charged to individual incidents, when possible. When replacement costs are not charged to incidents, they are divided equally between AFS and DNR. Fire Medic expenses incurred on incident assignments are charged to that incident. The reimbursable costs for the Fire Medic Program are included in the Suppression and Non-Specific Support Bill for Collection. A complete cost accounting of the fire medic program including overhead, supplies, and training for non-incident related expenses will be provided to all agencies by September 30.

j. TYPE 2 EFF CREW MOBILIZATION

Type 2 EFF crews are managed as defined in the [Alaska Emergency Firefighter Type 2 Crew Management Guide \(https://fire.ak.blm.gov/logdisp/crews.php\)](https://fire.ak.blm.gov/logdisp/crews.php).

When mobilization of Type 2 EFF crews to other GACCs is a priority, Parties to this Agreement will provide their resources for assignments as Crew Representatives, Interagency Resource Representatives, and Crew Administrative Representatives.

k. INTERAGENCY AND AGENCY CREWS

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

l. NATIONAL GUARD

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

m. NON-DNR STATE OF ALASKA RESOURCES

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

n. NON-NWCG FEDERAL AGENCY RESOURCES

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

o. ALASKA ORIENTATION BRIEFING

Resources from other GACCs ordered to Alaska incidents will have an Alaska Orientation Briefing package made available to them prior to mobilization.

p. MISCELLANEOUS ASSISTANCE

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

Exchange of funds between parties to this agreement for work not associated with wildland fire is outside of the scope of this agreement and requires independent reimbursable agreements.

1) Meals and Lodging

AFS has lodging and dining facilities available on Fort Wainwright and in Galena. DOF operates a dining hall in McGrath.

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

Personnel without fire resource orders using reimbursable agreements for meals or lodging must ensure that their agency has a reimbursable agreement and accompanying charge code in place prior to arrival.

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

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

Cash is accepted at the AFS Barracks and AFS Dining Hall on Fort Wainwright. Barracks rates and cash meal prices are set annually.

2) AFS Facilities on Fort Wainwright

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

3) McGrath Facilities

The DNR is authorized to use the BLM's McGrath facilities and property to support their fire preparedness activities. BLM and DOF will meet at least once annually to discuss maintenance needs for the facilities and determine how they will be met. DOF will fund a reimbursable code between AFS and DOF in the amount of \$20,000 for 2019 (Refer to **Attachment 1**). Funds in this account will be used by AFS to fulfill McGrath facilities maintenance obligations identified in the annual maintenance meeting or on a case by case basis as agreed upon by both parties. Unused funds will be carried over for the next season. The need for additional funds to be provided by DOF will be negotiated annually during the maintenance meeting and will be agreed upon in the following AOP. AFS will provide DNR with annual documentation of all McGrath maintenance expenditures.

16.STATE-TO-STATE RESPONSE:

Refer to **Clause 47** in this AOP, *Master Agreement Clause 16*, and *Exhibit D: Reimbursable Billings and Payments*.

17.STANDARDS:

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

The hiring or employing agencies are responsible for ensuring that local government or structure fire department personnel working on wildland fires are trained and qualified according to one or more of the following standards:

- [National Interagency Incident Management System Wildland Fire Qualification Guide \(National Wildland Fire Coordinating Group Publication 310-1\), \(https://www.nwcg.gov/publications/310-1\)](https://www.nwcg.gov/publications/310-1)
- [Forest Service Fire and Aviation Management Qualifications Guide, \(USFS\), \(https://www.fs.fed.us/fire/publications/\)](https://www.fs.fed.us/fire/publications/)
- [Wildland Training for Structural Firefighters, \(U.S. Fire Administration\), \(https://www.usfa.fema.gov/wui_toolkit/wui_training.html\).](https://www.usfa.fema.gov/wui_toolkit/wui_training.html)

Hiring or employing agencies will provide coordination and payment for local government or structure fire department resources used on an incident per local agreements. These costs may be reimbursable per terms of the agreements. These local resources will only be assigned in their areas of specialized expertise, jurisdiction, and qualification. Additional guidance is contained in the *AIMG*, the *AIWFMP*, and the [Interagency Standard for Fire and Fire Aviation Operations \(https://www.nifc.gov/policies/pol_ref_redbook.html\)](https://www.nifc.gov/policies/pol_ref_redbook.html).

PREPAREDNESS

18. PROTECTION PLANNING:

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

Table 4: Due Dates and Protection Planning Tasks

Due Date	Protection Planning Task
December AWFCG Meeting	<ul style="list-style-type: none"> • AWFCG selects or affirms the Alaska Type 1 & 2 Incident Commanders for the upcoming fire season. (AWFCG SOP)
January AWFCG Meeting	<ul style="list-style-type: none"> • AWFCG review and update of AIWFMP. (AWFCG SOP) • Teletype hub at AFS is operational year round. (Clause 44.c) • Integrated Fire Management (IFM) system is operational year round. (Clause 44.c)
January (2 nd week)	<ul style="list-style-type: none"> • ICAP Applications for Type 1 & 2 IMT members are due. IMT nomination procedures are located on the AICC Overhead page (https://fire.ak.blm.gov/logdisp/overhead.php/) under Logistics and Dispatch.
Month of February	<ul style="list-style-type: none"> • AWFCG Operations Committee and Incident Commanders (Type 1&2) select IMT members, Trainees and Apprentices.
February 15	<ul style="list-style-type: none"> • Updated Federal and State of Alaska Geographic Area Supplements available with rates for Emergency Equipment Rental Agreements for upcoming fire season. (Clause 39.c).
March 1	<ul style="list-style-type: none"> • Deadline for submitting AIWFMP Management Option designation changes to AFS Fire Planners and AFS GIS per the Management Option Change Procedures available on the AWFCG webpage (https://fire.ak.blm.gov/administration/awfcg.php) under C. Documents. • Deadline for submitting protection area boundary changes to AFS Fire Planners and AFS GIS. (Clause 18) • Deadline for submitting ownership data to AFS GIS for inclusion in Alaska Wildland Fire Jurisdictions product. • Deadline for submitting fire perimeter updates to AFS GIS. (Clause 52.b)

<i>Due Date</i>	<i>Protection Planning Task</i>
March 15	<ul style="list-style-type: none"> • Strategic Objectives and Management Requirements for each unit updated in WFDSS • AIMG changes submitted to AICC. (Clause 14.a) • IFM system annual updates completed • DNR desired RAWS operational dates to AFS (Clause 45)
March - last week	<ul style="list-style-type: none"> • IMTs, Agency Administrators and Fire Management Officers Spring Meeting. Alaska Team Standard Operating Guide finalized this week.
April 1	<ul style="list-style-type: none"> • Master Agreement review complete; Alaska Statewide AOP updated by the signatories to this Agreement and signed by regional and statewide fire staffs. (Clause 4) • Area/Zone/Forest AOPs completed, reviewed, and signed, as needed. • AIWFMP Annual Review completed • Historical Fire Perimeters and Historical Fire Locations (origins) files updated with prior year data and available from AFS (Clause 52.b.1) • Management Option data updated and available from AFS. (Clause 52.b.2) • Review and edit data in the Alaska Known Sites Database. • Alaska Wildland Fire Jurisdictions product updated and available from AFS for current year. • Statewide WFDSS datasets complete and submitted to WFM RD&A
April 1- Aug 31	<ul style="list-style-type: none"> • Official State of Alaska Fire Season. • State Burning Permits required (Clause 24) • Principle operating period for Alaska Fire Weather Program (Clause 45.b)
April 15	<ul style="list-style-type: none"> • DNR and AFS exchange information on their fueling services and vendors available for aircraft operations. (Clause 46) • AIMG changes Completed. (Clause 14.a)
May 1	<ul style="list-style-type: none"> • DNR provides the list of aircraft that will routinely operate on AFS ramp on Ft. Wainwright to AFS Aviation. (Clause 46)
May 1 – Aug 15	<ul style="list-style-type: none"> • Dispatch Centers staffed 0800-1800 7 days per week with the exception of Galena and Southwest Area (Clause 13.a)
May 20	<ul style="list-style-type: none"> • Lightning Detection Network operational.
June 1	<ul style="list-style-type: none"> • All Alaska Type 1 and Type 2 IA crews have completed their annual training and/or certification requirements. (Clause 15.j)
October 2nd week	<ul style="list-style-type: none"> • Interagency Fall Fire Review (AWFCG SOP) • Type 1&2 Incident Commander ICAP applications are due. (IMT Application & Selection Process) • Initiate AOP & AIWFMP review process

19.PROTECTION AREAS AND MANAGEMENT OPTION BOUNDARIES:

Fire Protection Area and Management Option boundaries are maintained in the Digital Atlas for Alaska Wildland Fire Management Geospatial Data (See **Clause 52.b.2)**).

Protection Area boundary change procedures are described below in **Clause 52.b.2)c** and in **Attachment 3**. Management Option change procedures are described in the AIWFMP.

20.METHODS OF FIRE PROTECTION AND SUPPRESSION:

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

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

21.JOINT PROJECTS AND PROJECT PLANS:

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

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

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

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

22.FIRE PREVENTION:

Fire prevention programs are a jurisdictional responsibility; however, communication, collaboration, and cooperation between jurisdictional and protecting agencies is encouraged. The AWFCG Wildland Fire Education and Prevention Committee provides an interagency forum for addressing statewide prevention issues. Alaska prevention brochures including Alaska Firewise and other educational materials are available on the [AWFCG webpage \(https://fire.ak.blm.gov/administration/awfcg.php\)](https://fire.ak.blm.gov/administration/awfcg.php).

Jurisdictional agencies will be notified of any suppression actions taken on non-escaped fires taken by a Protecting Agency within their jurisdiction. See **Clause 28**.

Haines Area prevention roles and responsibilities are described in **Attachment 6**.

23.PUBLIC USE RESTRICTIONS:

Public use restrictions are a jurisdictional responsibility. It is recognized that Jurisdictional Agencies in Alaska have varying authorities, terminology, and processes for issuing burn restrictions, suspensions, and/or closures. It is in the interest of all parties to this AOP to coordinate these actions closely in order to avoid providing the public with confusing and/or conflicting information.

Jurisdictional and protecting agencies will coordinate public notifications of burn restrictions, suspensions, and/or closures to ensure that the public, as well as the Protecting Agency Public Affairs offices, are kept fully informed.

b. FEDERAL RESTRICTIONS & CLOSURES

Federal Agency Administrators have the authority to restrict activity on federal lands within their jurisdiction in several ways, including:

- Restricting fire use in back-country (e.g., no cooking or warming fires outside developed sites);
- Restricting public use activities (e.g., back-country access, cancellation of permits, smoking restrictions);
- Restricting agency operations or contract activities (e.g., halting construction, blasting, chain saw use); and
- Totally or partially closing Agency lands to the public.

The extent of these federal restrictions/closures is limited by the jurisdictional authority of the issuer; they do not apply to private inholdings or adjacent non-federal or private lands.

c. STATE BURN PERMIT SUSPENSIONS AND BURN CLOSURES

Division of Forestry burn permit suspensions and burn closures are defined by State statute. They apply on State, borough, municipal, city, and private lands. Burn permit suspensions are typically issued for a Protection Area or portion thereof. State burn closures are issued by the Commissioner of Natural Resources or State Forester and require public notice to establish and rescind. Burn closures may apply to one or more [ADFG Game Management Units](http://www.adfg.alaska.gov/index.cfm?adfg=huntingmaps.alaskamaps) (<http://www.adfg.alaska.gov/index.cfm?adfg=huntingmaps.alaskamaps>) Additional information is available from the [DNR Burn Permit webpage](https://dnr.alaska.gov/burn/) (<https://dnr.alaska.gov/burn/>).

The Alaska Department of Environmental Conservation (ADEC) has the authority as specified in State statute (*18 AAC 50.065*) to call an air quality episode if the ambient air quality is expected to exceed the National Ambient Air Quality Standards (NAAQS). In the event that an air quality alert is issued, open burning is also prohibited. Beyond that, open burning is prohibited between November 1 and March 31 in the wood smoke control and nonattainment areas in the Mendenhall Valley and Fairbanks North Star Borough. Additional information is available from the [ADEC website](http://dec.alaska.gov/air/ap/Burn_infor.htm) (http://dec.alaska.gov/air/ap/Burn_infor.htm).

d. OTHER RESTRICTIONS

Boroughs, municipalities and cities have the authority to restrict or close burning on their lands separate from State restrictions.

24. BURNING PERMITS:

Burning requirements vary by jurisdiction. ADEC open burning regulations apply on all lands in Alaska, regardless of jurisdiction.

a. DEBRIS BURNING ON STATE, MUNICIPAL, AND PRIVATE LANDS

Alaska Division of Forestry Burn Permits are required to burn debris piles, mowed lawns, and fields of grasses or brush on State, municipal, or private lands during the fire season (April 1 to August 31). Burn barrel use also requires a permit. Burn permits are subject to burn restrictions and suspensions (this is distinct from public use restrictions identified above and applies only to those activities that

require a burn permit under DNR regulations). Information on DNR burn permits and permit regulations is available from the [DNR Burn Permit webpage \(https://dnr.alaska.gov/burn/\)](https://dnr.alaska.gov/burn/).

Currently, there is no mechanism for issuing burn permits for State, municipal, or private lands within Federal Fire Protection Zones/Areas.

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

ADEC regulation 18 AAC 50.065 prohibits the combustion of materials that create black smoke, toxic and acid bases and particulate matter and burning that creates adverse effects on nearby persons or property. Exceptions apply to for fire training operations.

Additional permitting may be required by other local agencies having jurisdictional authority..

b. DEBRIS BURNING ON FEDERAL LANDS

Burning on Federal lands requires permission from the local Federal jurisdictional authority and larger burns may require an ADEC Open Burn Approval.

c. PRESCRIBED BURNING

Prescribed fire projects covered under an agency approved Prescribed Fire Plans do not require additional permitting beyond the ADEC Open Burn Approval for smoke management. ADEC Open Burn Approval applications are available from the [ADEC Air Permit Program webpage \(http://dec.alaska.gov/air/ap/OpenBurn.htm\)](http://dec.alaska.gov/air/ap/OpenBurn.htm). Information and regulations are available from the [ADEC Open Burn Information webpage \(http://dec.alaska.gov/air/ap/Burn_infor.htm\)](http://dec.alaska.gov/air/ap/Burn_infor.htm). See **Clause 25** for more information on prescribed fire.

25. PRESCRIBED FIRE AND FUELS MANAGEMENT:

Fuels treatments often span multiple jurisdictions and meet multiple resource goals with multiple funding sources. Agencies are encouraged to document strategies to cooperate with memorandums of understanding and fiscal arrangements through interagency agreements.

Prescribed fires are planned, implemented, and reported according to individual agency policy. Minimum requirements for Federal Agencies are described in the [Interagency Prescribed Fire Planning and Implementation Procedures Guide \(https://www.nwccg.gov/publications/484\)](https://www.nwccg.gov/publications/484).

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

It is the responsibility of the Jurisdictional Agency implementing a burn to notify the local Protecting Agency fire dispatch center (or AICC when local dispatch centers are closed) in a timely manner and provide them with information from the prescribed fire plan according to agency policy. This may be an incident action plan or the entire prescribed fire plan.

Each day prior to ignition, the Burn Boss is responsible for ensuring that the local dispatch center (or AICC when the local dispatch center is closed) has a copy of the prescribed fire plan and that communications with the dispatch center (or with AICC when the local dispatch center is closed) are established and that the following information is transmitted:

- Burn site point of contact and contact information
- Burn location
- Planned ignition time
- Planned acreage
- Request for extended hours (see below)
- Contingency forces identified including location and contact information

Each evening during the project, the Burn Boss will report acres burned to the dispatch center (or AICC when local dispatch centers are closed). Dispatch centers are responsible for notifying AICC that burns are being implemented and for reporting burns and acres to AICC so that the information may be included in the Daily Situation Report.

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

26.SMOKE MANAGEMENT:

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

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

The AWFCG-approved [Smoke Effects Mitigation and Public Health Protection Procedures](https://fire.ak.blm.gov/administration/awfcg.php) (<https://fire.ak.blm.gov/administration/awfcg.php>) provides direction on keeping the public informed about wildfire smoke. For current smoke information and forecast, regulations, advisories, and educational materials, refer to the [DNR Burn Permit webpage](https://dnr.alaska.gov/burn/) (<https://dnr.alaska.gov/burn/>).

OPERATIONS

27. CLOSEST FORCES CONCEPT:

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

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

a. DNR DELTA AREA AUTHORITY FOR DONNELLY TRAINING AREA

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

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

An agreement between DNR and U.S. Air Force at Joint Base Elmendorf-Richardson (JBER) will define roles and responsibilities for fires occurring on the base.

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

For lands managed by the U.S. Air Force at Eielson and Clear, the appropriate Fire Chief may request initial response assistance directly from the DNR. As of March 2019, there are no reimbursable arrangements in place.

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

As of March 2019, the only suppression agreement with the military in Alaska is the a memorandum of agreement and annual operating plan between BLM Alaska and the U.S. Army Garrison Fort Wainwright which specifies joint BLM/Army responsibilities for fire management on the Yukon and Donnelly training ranges. There are no reimbursable arrangements in place for other federal and military lands in Alaska.

28. FIRE NOTIFICATIONS:

Protecting Agencies are responsible for informing Jurisdictional Agencies when incidents including wildfires, false alarms, and non-escaped fire suppression actions occur on or threaten their lands. Affected jurisdictions will also be notified of significant events on an incident including but not limited to:

- Increase or decrease in complexity
- Incident status change

- Incident strategy change
- Injury or accident
- Initiation of an investigation or cost recovery action

Notification contacts and requirements are described in the *AIWFMP*. (Reference *Exhibit B of the Master Agreement* for contact names and phone numbers)

29. PROTECTION AREA BOUNDARY LINE FIRES:

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

30. INDEPENDENT ACTIONS:

The Protecting Agency retains operational control of an incident regardless of who responds. Any Party taking action will promptly notify the Protecting Agency to identify resources en route or on-scene in order to coordinate response and ensure mitigation of safety issues. See **Clause 32** below.

31. ESCAPED PRESCRIBED FIRES:

The fiscal responsibility for suppression costs on an escaped prescribed fire that was ignited by, managed at the direction of, or under the supervision of one or more of the Parties to this Agreement shall be agreed upon and documented in an incident-specific cost apportionment agreement.

Once a prescribed fire escapes and is declared a wildfire, the Protecting Agency FMO will assume operational control of the wildfire with the collaboration of Jurisdictional Agency, the Burn Boss, and the contingency IC. A wildfire number will be assigned and all wildfire management costs will be charged to that number. Decision support documentation is required regardless of fire cause. The acreage burned after the prescribed fire was declared a wildfire is reported as wildfire acreage in the final fire report. Reference **Clause 32** below for decision process requirements. As dictated by individual agency policy, the Jurisdictional Agency administrator is responsible for conducting the appropriate level of investigation when a prescribed fire is declared a wildfire.

32. RESPONSE TO WILDLAND FIRE:

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

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

a. INITIAL RESPONSE

The Protecting Agencies will notify the appropriate Jurisdictional Agency(ies) of any fire threatening that agency's lands in accordance with the *AIWFMP* and **Clause 28** of this AOP. Response will be based on strategic direction provided by Jurisdictional Agency(ies) at the time of the incident or the management option designation. Procedures for non-standard responses are in the *AIWFMP*.

b. EVACUATIONS

Local authorities are responsible for evacuation procedures.

c. DECISION PROCESS

The Wildland Fire Decision Support System (WFDSS) is a web-based decision support system that provides a single dynamic documentation system for use beginning at the time of discovery and concluding when the fire is declared out. WFDSS allows the Agency Administrator to describe and analyze the fire situation, develop incident objectives and requirements, develop a course of action, evaluate relative risk, complete an organization assessment, document the rationale, and publish a decision.

A published decision documents:

- Strategic direction from Land/Resource Management Plans and/or Fire Management Plans
- Incident Objectives and Requirements
- Incident management strategies and courses of action
- Estimated costs for the duration of the incident;
- All affected jurisdictions that participated in the decision process and concurred with the strategies selected;
- That Agency Administrator(s) have reviewed and approved the decision; and
- The framework for the actions to be performed under the Delegation of Authority that authorizes an Incident Commander to operate on a specific unit(s).

Not all wildfires require published WFDSS decisions, and direction differs slightly between federal agencies. There is no mandate for the State of Alaska to publish a decision for fires in State Protection Areas that only affect lands within State jurisdiction (State, Municipal, Private). The AOP signatory agencies, including DOF, agree to collaborate in the publication of a decision when:

- A non-standard *AIWFMP* response is taken to a fire in a federal protection area, or lands within federal jurisdiction are affected by the fire.
- At the request of any of the protecting or jurisdictional agencies affected by the fire.

WFDSS direction for federal agencies is provided in Chapter 11 of the [*Interagency Standards for Fire and Fire Aviation Operations \(Red Book\)*](https://www.nifc.gov/policies/pol_ref_redbook.html)
https://www.nifc.gov/policies/pol_ref_redbook.html.

The Jurisdictional Agency at the point of origin is normally responsible for initiating the WFDSS decision process; however, any affected Jurisdictional or Protecting Agency may request that a

decision be developed and published. All jurisdictions within the WFDSS Planning Area will be given the opportunity to participate in the decision process. Decisions will support the strategic objectives defined by the participating Jurisdictional Agency(ies).

For all incidents:

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

Additional information regarding WFDSS is located in Appendix E of the [Alaska Agency Administrators Guide \(https://fire.ak.blm.gov/administration/wfdss.php\)](https://fire.ak.blm.gov/administration/wfdss.php).

d. WILDLAND FIRE DECISION SUPPORT SYSTEM APPROVAL REQUIREMENTS

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

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

All Jurisdictional Agencies within the Planning Area (see **Table 1**) will be given the opportunity to participate in the decision process and approve the decision. In addition, the Fiscally Responsible Agency, and the Protecting Agency as described in Chapter 2 and Chapter 11 of the *Interagency Standards for Fire and Fire Aviation Operations* and in **Table 5** of this AOP will participate in the decision process and approve the decision.

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

Table 5: Alaska WFDSS Approval Authorities

Signature Type	Agency	DOI: < \$5 Million ¹ USFS: Type 3,4,5 Incident	DOI: \$5 - \$10 Million ¹ USFS: Type 2 Incident	DOI: > \$10 Million ¹ USFS: Type 1 Incident
Jurisdictional Agency	Alaska State (incl. municipal, & pvt. lands)	Regional Forester	Regional Forester	Regional Forester
	BIA (Native Allotments)	BIA Assoc. Regional Director/Agency Super. ²	BIA Regional Director ²	BIA Regional Director ²
	BLM	Field Office Manager ³	Field Office Manager ³	Field Office Manager ³
	NPS	NPS Park Superintendent	NPS Park Superintendent ⁴	NPS Park Superintendent ⁴
	FWS	FWS Refuge Manager	FWS Refuge Manager ⁵	FWS Refuge Manager ⁵
	ANCSA Corporation	AFS FMO ⁶	AFS Manager ⁶	AFS Manager ⁶
	Other Federal and Department of Defense	TBD ⁷	TBD ⁷	TBD ⁷
	USFS	Agency Administrator (Working Level Cert.) ⁸	Agency Administrator (Journey Level Cert.) ⁸	Agency Administrator (Advanced Level Cert.) ⁸
Protecting Agency	AFS Protection	AFS FMO	AFS Manager	AFS Manager
	DOF Protection	Regional Forester	Regional Forester	Regional Forester
	USFS Protection	Agency Administrator (Working Level Cert.) ⁸	Agency Administrator (Journey Level Cert.) ⁸	Agency Administrator (Advanced Level Cert.) ⁸
Fiscal Agency	FWS, NPS, ANCSA & Native Allotments BIA)	AFS FMO ⁶	AFS Manager ⁶	AFS Manager ⁶

¹ NPS/FWS/BIA – Cost estimate should be based on estimated final cost of the incident.

² BIA – For fires costing less than \$5 million WFDSS approval authority is delegated to the Agency Superintendent for lands within the Fairbanks Agency (Doyon Region). Outside of the Fairbanks Agency, decisions for fires costing less than \$5 million will be approved by the Associate Regional Director.

³ BLM–Alaska approvals have been re-delegated to the Field Manager per agency policy. District Managers will provide written notification to the State Director when an incident meets or exceeds federal combined expenditures of \$5 million and more than 50% of the burned acres are managed by DOI and ANCSA. District Managers will provide written notification to the National Director when an incident meets or exceeds federal combined expenditures of \$10 million and more than 50% of the burned acres are managed by DOI and ANCSA. Written notifications should be emailed with a cc to the BLM Fire and Aviation Directorate Assistant Director.

⁴ NPS – Park Superintendents will provide written notification to the regional and/or agency director when an incident meets or exceeds federal combined expenditures of \$5 million and/or \$10 million in suppression costs, AND more than 50% of the burned acres are managed by the NPS. Written notifications should be emailed with a cc to the Chief, Branch of Wildland Fire.

⁵ FWS – WFDSS approval authority in Alaska has been delegated to Refuge Managers for all fires. The R7 Chief of Refuges will be notified when combined federal expenditures exceed \$5 million, and the R7 Chief of Refuges and National Director will be notified when combined federal expenditures exceed \$10 million.

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

⁷ Other Federal and Department of Defense Agencies U.S. Army Garrison Alaska (USAG Alaska) manages some lands in conjunction with the Bureau of Land Management. The AFS Military FMO works with USAG Alaska and BLM to determine Jurisdictional Agency for fires on these lands. As of March 2019, the only suppression agreement with the Army in Alaska is the a memorandum of agreement and annual operating plan between BLM Alaska and the U.S. Army Garrison Fort Wainwright which specifies joint BLM/Army responsibilities for fire management on the Yukon and Donnelly training ranges. There are no reimbursable arrangements in place for other federal and military lands in Alaska, including the Fort Greely Missile Defense site. A 2019 agreement between Alaska DNR and the U.S. Air Force Joint-Base Elmendorf-Richardson describes fire management roles and responsibilities for fires occurring on the base.

⁸ USFS- This authority may be retained at the Regional Forester level.

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

If an incident affects lands within State jurisdiction, expenditures may qualify for the Fire Management Assistance Grant Program (FMAG) under Federal Emergency Management Agency (FEMA). A new incident number/FireCode may be issued to track expenses during the FEMA qualifying period. This grant program is applicable to fires occurring on state and private lands (not including Native Allotments or Native Corporation lands) regardless of Protecting Agency. Reference **Clause 47** below for billing procedures and documentation requirements.

f. SURVEILLANCE AND MONITORING

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

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

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

g. AGENCY-SPECIFIC REPORTING REQUIREMENTS

Jurisdictional Agencies will follow internal agency requirements.

h. OVERWINTERING FIRES

All fires that are determined to have overwintered from a previous year ignition will be treated as a new start and receive a new fire number. Their cause will be recorded the same as the cause for the original fire. In order to facilitate tracking of overwintering fires, the following naming convention will be used:

Original fire name + Overwinter + Sequential number of this year's fires that have overwintered from the original start

(e.g, Timber Creek Overwinter 1, Timber Creek Overwinter 2, ...)

i. INVASIVE SPECIES CONTROL

The AWFCG Invasive Species Task Group (ISTG) has developed and communicated strategies for preventing the introduction and spread of invasive species during fire operations. Strategies address issues within the State, as well as issues involving movement of people and resources from outside the State by, including Alaska crews and resources returning from outside fire assignments. Agency invasive species contacts will review this section of the AOP annually for currency.

Informational materials to support these strategies have been developed to ensure that firefighters understand the problems associated with invasive species in Alaska and reinforce the tactics necessary to prevent their spread including:

- Appropriate methods for cleaning clothing, boots, line-gear, and tools.
- Appropriate methods for washing equipment including trucks, engines, UTVs, pumps, hoses, and other water-handling equipment.
- Appropriate methods for disposal of plant/seed material after cleaning.
- Identification of invasive species and contacts for reporting.

The ISTG materials will be shared through a variety of means including:

- IMT in-briefings.
- The Alaska Handy-Dandy.
- Alaska orientation videos.
- Agency websites.
- Instructions attached to resource orders.

In order to minimize the potential transmission of aquatic invasive species, water drafting or scooping aircraft and helicopter buckets from other GACCs or Canada will be washed either immediately prior to, or upon arrival at an established base (Fort Wainwright, Palmer, Tanacross, Delta, Kenai, McGrath, Galena). Equipment washing guidance can be found in NWCG's [Guide to Preventing Aquatic Invasive Species Transport by Wildland Fire Operations \(PMS 444\)](https://www.nwcg.gov/publications/444) (<https://www.nwcg.gov/publications/444>). State and AFS Aviation Offices will maintain a log that documents the cleaning date and location.

Water delivery equipment (including aviation and ground based) must be rinsed between missions if sites containing known water-borne invasive species such as Elodea have been used as water sources. Additional information about Elodea in Alaska including maps of known infestations is available on the [DNR Elodea webpage](http://plants.alaska.gov/invasives/elodea.htm) (<http://plants.alaska.gov/invasives/elodea.htm>).

Additional information regarding invasive species in Alaska is available from:

- [Alaska Exotic Plants Information Clearinghouse \(AKEPIC\) website](http://accs.uaa.alaska.edu/invasive-species/non-native-plants/) (<http://accs.uaa.alaska.edu/invasive-species/non-native-plants/>)
- [DNR Division of Agriculture website](http://plants.alaska.gov/invasives/index.htm) (<http://plants.alaska.gov/invasives/index.htm>).

j. POST-FIRE RESPONSE

Suppression Repair, Emergency Stabilization, and Rehabilitation activities are an integral part of wildfire incidents, but are planned, programmed, and funded separately from each other. Alaska Agency leads for post-fire response are identified in *Exhibit B* of the *Master Agreement*.

For DOI agencies, additional information is available in [620 DM 7](http://elips.doi.gov/ELIPS/DocView.aspx?id=4445) (<http://elips.doi.gov/ELIPS/DocView.aspx?id=4445>). Guidance specific for the Fish and Wildlife Service can be found in Chapter 11 of the Fire Management Handbook (<https://www.fws.gov/fire/handbook/2019%20Chapter%2011%20Incident%20Management%20508%20compliant.pdf>).

For USFS, additional information is available on the [USFS BAER webpage](https://www.fs.fed.us/naturalresources/watershed/burnedareas.shtml) (<https://www.fs.fed.us/naturalresources/watershed/burnedareas.shtml>).

For state agencies, additional information is available from the DNR Division of Mining, Land, and Water.

1) Fire Suppression Activity Damage Repair (Suppression Repair)

Suppression Repair targets damage to resources, lands, and facilities resulting from wildfire suppression actions, in contrast to damages resulting from the wildfire itself. Suppression repair is funded through the incident charge code. Protecting Agencies are responsible for completing suppression repair per each Jurisdictional Agency's written direction.

2) Emergency Stabilization (ES) a.k.a Burned Area Emergency Response (BAER)

Emergency Stabilization efforts are planned actions to stabilize and prevent unacceptable degradation to natural and cultural resources caused by a wildfire, to minimize threats to life or property resulting from the effects of a wildfire, or to repair/replace/construct physical improvements damaged by a wildfire that are necessary to prevent degradation of land or resources. DOI policy allows each bureau to establish timelines for ES plan review and approval, so check agency-specific guidance regarding plan submission. , Per DOI policy (620 DM 7), ES funding is provided for no more than one year plus 21 days after the ignition date of a wildfire. ES is applicable on Federal, and Federal Indian Trust lands (including Native Allotments). Jurisdictional Agencies are responsible for planning and implementing post-fire assessments and ES projects per agency policy and funding. Contact agency lead for more information.

3) Burned Area Rehabilitation (BAR)

Burned Area Rehabilitation efforts are non-emergency projects undertaken within five years of a wildfire to repair or improve fire-damaged lands that are unlikely to recover to management-approved conditions; or to repair or replace minor assets damaged by fire. BAR is applicable on Federal and Federal Indian Trust lands (including Native Allotments). DOI BAR funding is divided among the DOI Bureaus based on the rolling 5-year average number of acres burned by wildfire in the US exclusive of Alaska. Each bureau submits projects through the National Fire Plan Operations and Reporting System (NFPORS) and prioritizes them within the bureau. USFS BAR efforts are funded through a separate process.

Jurisdictional Agencies are responsible for planning and implementing post fire assessments and BAR projects per agency policy and funding.

4) Restoration

Restoration is the continuation of rehabilitation activities beyond the initial 5 years or the repair or replacement of major facilities damaged by the fire. Restoration is financed using non-emergency funding. Jurisdictional Agencies are responsible for planning and implementing restoration projects per agency policy and funding.

5) Emergency Stabilization and Rehabilitation on Non-Federal Lands

ES and BAR funding is generally only available for use on Federal and Federal Indian Trust lands (including Native Allotments). However, funding may be made available for non-federal lands (including ANCSA Native Corporations) through the Wyden Amendment when a "direct benefit" to federal lands can be demonstrated (e.g., preventative measures on non-federal lands designed to prevent degradation of nearby federal lands). In very limited situations, it might also be applied to hazard tree removal where significant federal land was involved or where a federal agency manages a right-of-way across non-federal lands.

Other options for funding emergency stabilization and rehabilitation actions on non-federal lands include:

- Natural Resources Conservation Service (NRCS) funding programs including the [Emergency Stabilization and the Environmental Quality Incentives Program \(EQIP\)](https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/financial/eqip/) (<https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/programs/financial/eqip/>).
- Emergency appropriations through the State of Alaska legislative process.
- [FEMA Hazard Mitigation Grant Program](https://www.fema.gov/hazard-mitigation-grant-program) (<https://www.fema.gov/hazard-mitigation-grant-program>) funding available following Presidential major disaster declarations.

33. DELEGATION OF AUTHORITY:

BLM requires that all Type 3, 4, and 5 Incident Commanders for fires affecting BLM lands receive a pre-season delegation from the State Director or appropriate District Manager. BLM-AFS will coordinate this process. For fires not on BLM lands, the *Master Agreement* and this AOP serve as the initial Delegation of Authority from Jurisdictional Agency Administrators to Type 4 and Type 5 Initial Attack Incident Commanders. A written Delegation of Authority, consistent with the *Master Agreement* and this AOP, will be jointly developed and signed by the affected Protecting and Jurisdictional Agency representatives when incident complexity increases to Type 3, 2, or 1.

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

The Protecting and Jurisdictional Agencies' staff will be notified of the location and time of the IMT in-briefings and closeouts in advance to promote attendance and allow for their travel time. Prior to the in-briefing, each agency will have the opportunity to contribute to the preparation of the

Delegation of Authority. During the closeout, each agency may have the opportunity to contribute to the written evaluation of IMT's performance in the implementation of the direction contained in the Delegation of Authority. The Protecting Agency is responsible for compiling the final evaluation documents, the closeout notes, and obtaining the Incident Summary. IMT evaluations, and minutes from the closeout or IMT Incident Summary will be forwarded to the Protecting Agencies' Chief of Fire Operations, and the AWFCG Chair and Executive Assistant for distribution to affected Jurisdictional Agency representatives. Lessons learned from the IMT debriefings will be included as an Interagency Fall Fire Review agenda item.

34. PRESERVATION OF EVIDENCE:

a. ORIGIN AND CAUSE DETERMINATION:

Accurate fire cause determination is a critical first step for a successful fire investigation and for targeting fire prevention efforts. Protection agencies are responsible to perform origin and cause determination findings on all fires. Protecting Agency and all other first responders are required to preserve information and evidence pertaining to the origin and cause of all fires to the extent practical. This includes accurate and timely identification of the point of origin coordinates and their jurisdictional ownership. Jurisdictional Agencies will be notified as soon as possible of all suspected human caused fires by the Protecting Agency.

b. FIRE INVESTIGATION:

If probable cause indicates human involvement, a Wildland Fire Investigator (INVF) should be ordered to conduct an investigation. Investigations and all ensuing legal actions beyond origin and cause determination are the responsibility of the affected Jurisdictional Agencies; however, investigation support may be requested from the Protecting Agency subject to resource availability and appropriate regulations and agency limitations. It is best if a Federal INVF leads investigations under Federal jurisdictions and a State INVF leads investigations under State jurisdiction. Protecting FMOs will coordinate with jurisdictions to ensure all agency requirements for investigations are met.

The Lead Investigating Agency is typically the Jurisdictional Agency at the point of origin; however, other affected Jurisdictional Agencies may also initiate investigations. The Lead Agency will notify all affected agencies immediately when the decision is made to pursue an investigation beyond origin and cause or seek cost recovery on an incident in order to proceed jointly and cooperatively if desired. When incidents affect multiple agencies lands, collections will be pursued jointly and cooperatively by each affected agency to the extent practical. See **Clause 48**.

Chapter 18 of the [Interagency Standards for Fire and Fire Aviation Operations \(Red Book\)](https://www.nifc.gov/policies/pol_ref_redbook.html) https://www.nifc.gov/policies/pol_ref_redbook.html summarizes Federal policy regarding fire trespass investigation. Additional interagency direction is contained in [PMS 412, Guide to Wildland Fire Origin and Cause Determination](https://www.nwcg.gov/publications/412) <https://www.nwcg.gov/publications/412> and Agency-specific references include:

- **BLM** – [9238-1 17](#)
- **NPS** – [RM-18, Chapter 6](#) and [RM-9 Chapter 18](#)
- **FWS** – [Fire Management Handbook Chapter 18](#)

- USFS – [FSM 5130](#) and [FSM 5320](#)
- BIA – [53 IAM Chapter 7-H](#) and [90IAM 1.4C \(9\)](#)
- Alaska DNR – *Alaska Statutes, Regulations, and Policy and Procedures Manual references are currently being revised.*

35. STAFFORD ACT RESPONSES:

Under the Federal Emergency Management Agency’s (FEMA) *National Response Framework (NRF)*, *Emergency Support Function (ESF) #4 – Firefighting* provides Federal support for the detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an all-hazard incident requiring a coordinated national response for assistance.

Under a pending *Stafford Act* Emergency or Major Disaster Declaration, *ESF 4* may be activated within the State of Alaska by FEMA Region X (Alaska, Idaho, Oregon, and Washington). Consistent with the *NRF*, the Forest Service will serve as the Coordinator and Primary Agency for *ESF 4* activities. Department of the Interior Agencies including BLM, BIA, NPS, and USFWS serve as Support Agencies under *ESF 4*. In addition, the [Stafford Act Subtitle B Section 621 \(c\) 1](#) (<https://www.fema.gov/robert-t-stafford-disaster-relief-and-emergency-assistance-act-public-law-93-288-amended>) allows for the mobilization of State resources. Complete documentation of *ESF 4* roles/responsibilities under the *NRF* is available from the [National Preparedness Resource Library](#) (<https://www.fema.gov/national-preparedness-resource-library>).

USE AND REIMBURSEMENT OF INTERAGENCY RESOURCES

36. APPROPRIATED FUND LIMITATION:

Refer to [Master Agreement](#) (<https://fire.ak.blm.gov/administration/asma.php>).

37. LENGTH OF ASSIGNMENTS:

Incident Commanders will release initial response resources, with the exception of smokejumpers, to their primary responsibilities as soon as priorities allow or unless otherwise agreed to by the home unit of the initial response resources. Days off policies are agency specific. Reference the [AIMG](#) (<https://fire.ak.blm.gov/logdisp/aimg.php>), the [National Interagency Mobilization Guide](#) (<https://www.nifc.gov/nicc/mobguide/index.html>), the [Interagency Incident Business Management Handbook](#) (<https://www.nwcg.gov/publications/902>) and the [DOF Alaska Incident Business Management Handbook](#) (<http://forestry.alaska.gov/fire/aibmh>).

Smokejumpers are a statewide tactical resource and their use on an incident beyond initial attack must be negotiated with the DNR Fire Operations Forester and the AFS Chief, Division of Fire Operations. Decisions will be based on incident need, potential for new starts, and current draw-down levels.

38. FIRE SUPPRESSION AND COST SHARE AGREEMENTS:

Table 6 identifies the fiscally responsible party by jurisdiction. There is no mechanism for billing between federal agencies for expenses incurred on wildfires on federal lands per the [Interagency Agreement for Wildland Fire Management among the BLM, BIA, NPS, FWS and the USFS, FY2011-FY2015, Section VI.B.1.](#) (<https://www.fs.fed.us/fire/ibp/>). Therefore, BLM & AFS retain fiscal

responsibility for DOI & ANCSA Corporation lands in USFS Protection although there is no mechanism for funds exchange between the agencies. This arrangement does not diminish the role of Jurisdictional Agency Administrators in providing incident cost oversight.

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

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

For more details on the billing process, reference **Clause 47** of this *AOP* and *Exhibit D of the Master Agreement*.

Table 6: Wildland Fire Fiscal Responsibility by Jurisdiction

<i>Jurisdictional Agency</i>	<i>Fiscally Responsible Party</i>
USFS	U.S. Forest Service
BLM*	Bureau of Land Management
FWS, NPS, BIA (Federally administered Trust lands including Native Allotments, Reservations, and some Townsites)*	BLM - Alaska Fire Service
ANCSA Regional and Village Corporations*	BLM - Alaska Fire Service
Military and Other Federal lands	U.S. Army Garrison Alaska (USAG Alaska) manages some lands in conjunction with the Bureau of Land Management. The AFS Military FMO works with USAG Alaska and BLM to determine Jurisdictional Agency for fires on these lands. As of March 2019, the only suppression agreement with the Army in Alaska is the a memorandum of agreement and annual operating plan between BLM Alaska and the U.S. Army Garrison Fort Wainwright which specifies joint BLM/Army responsibilities for fire management on the Yukon and Donnelly training ranges. There are no reimbursable arrangements in place for other federal and military lands in Alaska, including the Fort Greely Missile Defense site. A 2019 agreement between Alaska DNR and the U.S. Air Force Joint-Base Elmendorf-Richardson describes fire management roles and responsibilities for fires occurring on the base.
State, Municipal, and Private lands	Alaska Department of Natural Resources

*BLM & AFS retain fiscal responsibility for DOI & ANCSA Corporation lands in USFS Protection although there is no mechanism for funds exchange between BLM and USFS.

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

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

- When the initial actions upon discovery are an effort to extinguish the wildfire, the costs will be apportioned based on jurisdictional acres burned and the associated responsible fiscal party(ies).
- When the initial action upon discovery is surveillance or site-specific protection, all costs incurred are attributed to the agency on whose land the wildfire originated and billed to the fiscally responsible party.
- The fiscal responsibility for suppression costs on an escaped prescribed fire that was ignited by, managed at the direction of, or under the supervision of one or more of the Parties to this Agreement shall be agreed upon and documented in an incident-specific cost share agreement.
- Affected agency administrators may negotiate incident-specific cost apportionment agreements for any incident. All incident-specific cost apportionment agreements must be approved by the AFS Manager, DNR Chief of Fire and Aviation and/or the USFS Director of Fire, Fuels and Aviation. Copies of the Agreement will be:
 - Included with the Final Fire Report.
 - Provided to:
 - Federal and State Budget/Billing Offices
 - DOF Operations Forester
 - AICC Intelligence Desk

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

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

2) Billing Criteria for Fires that Merge

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

3) Billing Criteria for Overwintering Fires

An incident-specific cost apportionment agreement should be considered for overwintering fires that are reported as originating on a different jurisdiction than the previous year.

4) Billing Criteria for Complexes

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

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

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

Where:

FireTotal_x = Total fire costs, including proportional share of complex code charges

FireCode_x = Costs charged to individual fire codes

ComplexCode = Costs charged to complex code

n = number of fires in complex

b. AUDITS

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

39. PROCUREMENT:

Jurisdictional Agency Administrators are ultimately accountable for ensuring that fiscally responsible decisions are made on an incident. Fire business management processes are the responsibility of the Protecting Agency managing the incident; Protecting Agencies will abide by their own agency procurement regulations. Pay rates and business practices are dependent on employing agency. Supply and Equipment purchases require supporting Resource Order numbers in order to be reimbursed.

a. HANDBOOKS

Each agency will follow their administrative regulations and procedures for management of fires within their established Protection Areas. DNR uses the [Alaska Incident Business Management Handbook \(http://forestry.alaska.gov/fire/aibmh.htm\)](http://forestry.alaska.gov/fire/aibmh.htm). AFS and USFS use the [Interagency Incident Business Management Handbook \(IBMH\) \(NFES 2160\) \(https://www.nwgc.gov/publications/902\)](https://www.nwgc.gov/publications/902) and policy memorandums. BLM Alaska Supplemental Business Practices are available on the [AICC Incident Business Management website \(https://fire.ak.blm.gov/administration/IncidentBusinessManagement.php\)](https://fire.ak.blm.gov/administration/IncidentBusinessManagement.php).

b. INCIDENT BUSINESS OVERSIGHT

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

c. EMERGENCY EQUIPMENT AGREEMENTS

The Federal and State of Alaska Geographic Area Supplements that list the rental rates are updated annually through joint effort between AFS and DNR, and are posted on the [DNR Division of Forestry Equipment Hiring website \(http://forestry.alaska.gov/equipment.htm\)](http://forestry.alaska.gov/equipment.htm) and the AFS internal website. USFS uses DNR rates for local agreements with cooperators.

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

d. PROPERTY LOSS OR DAMAGE

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

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

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

f. MEDICAL TRANSPORT, TREATMENT AND TRANSFER TO HOME UNIT

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

The Dispatch Center is responsible to:

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

The Protecting Agency Injury Compensation representative is responsible to:

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

40.LICENSING:

Refer to [Master Agreement \(https://fire.ak.blm.gov/administration/asma.php\)](https://fire.ak.blm.gov/administration/asma.php).

41.TEXT MESSAGING WHILE DRIVING:

Refer to [Master Agreement \(https://fire.ak.blm.gov/administration/asma.php\)](https://fire.ak.blm.gov/administration/asma.php).

43. TRAINING:

The Parties to this Agreement participate and assist each other in interagency fire training through the AWFCG Alaska Interagency Fire Training and Qualifications Committee. This includes scheduling, cost sharing, tuition charges, course development, and course presentation. Agencies may provide housing and/or meals for students and instructors from other agencies through agreed upon means. Haines Area EFF/AD and cooperator training roles and responsibilities are described in **Attachment 6**.

a. EMERGENCY FIRE FIGHTER (EFF/AD) TRAINING

EFF crews will be trained and receive physical fitness testing in accordance with the *Alaska Emergency Fire Fighter Crew Management Guide*. Protecting Agencies are responsible for training and physical fitness testing for EFF/AD and crews in their Protection Area.

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

b. COOPERATOR TRAINING

NWCG Training may be provided to cooperators by the Jurisdictional Agency, the Protecting Agency, or the local fire department.

Non-agency firefighters will be certified by state or local fire departments, or private training providers approved by a Memorandum of Understanding (MOU) through their local GACC. Agencies will not assist in the administration, or sponsor the Work Capacity Test (WCT), as the certifying agency (Chapter 13, [Interagency Standard for Fire and Fire Aviation Operations](https://www.nifc.gov/policies/pol_ref_redbook.html) (https://www.nifc.gov/policies/pol_ref_redbook.html)).

c. FIELD DELIVERABLE COURSES

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

44. TECHNOLOGY SYSTEMS:

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

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

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

a. BLM NETWORK ACCESS

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

1) AFS Access Guidelines

- Unrestricted access to the BLM trusted network will be provided only to trusted users who have cleared the National Agency Check (NAC) and completed the requirements to initiate the NAC with written Inquiries (NACI). Personal Identity Investigation credentials will then be issued. Costs associated with the processing of the NAC and NACI will be the responsibility of the BLM.
- It is the responsibility of all agencies to ensure that only trusted users are afforded access to BLM's network.
- All users on BLM's trusted network will be granted full access to information in the Public Releasable and Agency General Information groupings.
- Access to information in the Agency Sensitive Information grouping will be granted by the host agency to specifically authorized employees and employee groups and to individually authorized contractor personnel.
- Access to information in the Agency Very Sensitive Information grouping (primarily law enforcement information) will be granted only to individually authorized personnel.
- Guests/Detailers and non-DOI employees may be granted access to AFS WiFi (Leopard). A DOI sponsor (PFT, CS, or Temporary employee) is required for guest WiFi access. Special Provisions

All personnel will comply with the Information Technology security policies established by BLM, the [*Computer Security Act of 1987, OMB A-130, Appendix III*](#) (<https://a130.cio.gov/appendix3/>), and the [*Homeland Security Presidential Directive #12*](#) (<https://www.dhs.gov/homeland-security-presidential-directive-12>).

b. GIS AND INFORMATION TECHNOLOGY APPLICATIONS

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

AFS agrees to maintain and distribute the following GIS datasets:

- Recorded Lightning Strikes
- Current and historical fires (points and polygons)
- Fire Management Options and Zones
- Fire Heat Detections
- Alaska Wildland Fire Jurisdictions (AKWFJ)
- Current Fire-AKWFJ Breakdown

The dataset identified above are the authoritative sources for Alaska wildland fire information.

AFS will maintain a publically available web mapping application that displays information relative to Alaska Wildland fire. However, other agencies may use the authoritative datasets to develop similar applications tailored to their specific agency needs. AFS will collaborate with other agencies in the development of user requirements, files, databases, and applications.

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

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

c. COMPUTER-AIDED DISPATCH SYSTEMS (CADS)

1) WildCad

The Alaska Fire Service will be transitioning from FireBeans to WildCad as the CAD for fires in Alaska Fire Service protection zones in 2019. Fire occurrence data from the former Fire Beans system will continue to be maintained to feed various systems. The Tongass National Forest currently initiates fires within its protection area directly from FireCode; however the Forest expects to transition to WildCad in 2019 or 2020.

2) Integrated Fire Management (IFM)

DNR will provide and maintain the Integrated Fire Management (IFM) system as the CAD for fires in State and Chugach Forest Service protection. The IFM will be operational year-round and seasonal updates will be completed by April 1. Jurisdictional Agencies may be provided read-only access as requested.

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

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

d. TELETYPE

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

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

e. COMMUNICATIONS

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

1) Radio Frequency Sharing

Each Protecting Agency Area/Zone/Forest has local frequencies on which they operate. The Interagency Fire Dispatch Centers for that Area/Zone/Forest are responsible for assigning and tracking incident frequencies, and all resources assigned to an incident are permitted to use assigned frequencies. The DNR and AFS have agreed to share assigned frequencies for the purpose of initial response, logistical support, preparedness, and administrative traffic on a non-interfering basis. DNR and USFS have a similar agreement. Additionally, AFS and DNR agree to make every effort to have the same channel line-up and radio configurations in their fire radios.

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

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

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

2) Radio and RAWS Site Maintenance

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

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

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

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

45. FIRE WEATHER SYSTEMS:

Predictive Services products are available on the [AICC webpage \(https://fire.ak.blm.gov/aicc.php\)](https://fire.ak.blm.gov/aicc.php). Fire Weather Index tables, maps, and hourly data are found on the [Alaska Fire and Fuels website \(https://akff.mesowest.org/\)](https://akff.mesowest.org/). The principal operating period for the Alaska Fire Weather Program is April 1 through September 1.

a. FIRE WEATHER AOP

[The National Weather Service - AWFCG Fire Weather AOP \(https://www.weather.gov/media/arh/FireWxAOP_public.pdf\)](https://www.weather.gov/media/arh/FireWxAOP_public.pdf) describes the roles, responsibilities, and operational procedures of the NWS, AFS, DOF, and the AWFCG membership in support of the Alaska Fire Weather Program, to ensure effective use of NWS fire weather products, and establish responsibilities of the Alaska Interagency Coordination Center (AICC) fire weather meteorologist.

b. OPERATIONAL GUIDELINES

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

c. INCIDENT METEOROLOGICAL SERVICES

The provisions described in the Interagency Agreement for Meteorological and Other Technical Services (IMET Agreement) [Interagency Agreement for Meteorological and Other Technical Services \(IMET Agreement\)](#) https://www.weather.gov/media/fire/IA_NWS_Meteorological_Tech%20Services_Fire_FINAL.pdf, along with the procedures detailed within the *AIMG* will be followed for the use of Incident Meteorologist to support responses to wildfires.

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

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

CFFDRS-FWI indices will be calculated through the University of Utah's MesoWest program for the [Alaska Fire and Fuels \(AKFF\) website \(https://akff.mesowest.org/\)](#). This will allow indices to be calculated at nearly double the number of stations across the state as non-RAWS sites are incorporated. This webpage will run separately from NFDRS calculations made within WIMS. CFFDRS calculations will no longer be made on the AICC Webpage, but will solely be on the AKFF site.

e. ROLES AND RESPONSIBILITIES

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

Table 7: Alaska Weather Data Collection and Archiving Process

Task	Responsible Party & Description
NFDRS-RAWS Equipment Maintenance ^{1,2,3,4}	As defined in the <i>Interior Telecommunications Coordinating Group (ITCG) – Alaska Agreement</i> .
NFDRS-RAWS Site Maintenance	The Owning Agency will work with the local Protecting Agency unit to determine most efficient way to maintain the vegetation at the NFDRS-RAWS location to meet NFDRS standards.
WIMS Station Catalog	The Protecting Agency will update the station catalog to include green-up date and freeze-up date including ensuring the location information is correct. Predictive Services will assist as needed.
WIMS Weather Observation Input	The Protecting Agency will confirm (automatic stations) or enter (manual stations) daily weather observations.
WIMS Oversight and Review	Predictive Services will routinely review the weather observations and station functionality to ensure data is captured. Any edits completed in the Alaska Fire and Fuels website by Predictive Services will also be completed in WIMS. In addition, if Predictive Services detects any station outages, they will work with the ITCG to obtain that data through on-site maintenance. Predictive Services will maintain the Access Control list in WIMS for all agencies.
AKFF CFFDRS Data	Predictive Services will be the point of contact with University of Utah MesoWest regarding any issues with the Alaska Fire and Fuels website and FWI calculations.
NFDRS-RAWS Performance and Data Review	Predictive Services will be the interagency point of contact for NFDRS-RAWS performance and data review

¹ The DNR will coordinate with AFS on scheduled maintenance and establish desired operational dates for NFDRS-RAWS sites, and communicate them to AFS by March 1 of each year. The DOI apportions the cost for NFDRS-RAWS maintenance through the Interior Telecommunications Coordinating Group AOP and those costs, excluding labor (see **Clause 44.e.2**) are included in the Bill for Collection for Annual Fixed Costs.

² The DOI will calibrate and maintain the below identified DNR NFDRS-RAWS sites: Bentalit, Chatanika, T-Lake, Stoney River, Telida, Willow, Ninilchik, Salcha, Goodpaster, Paxson, Flat, Homer, Chitina, Angel Creek, George Creek, Tok River Valley, Big Lake, Gold King, Skilak Guard, Chistochina, and Point MacKenzie, Girdwood, Rabbit Creek, Campbell Creek and Eagle River. The USFS is responsible for the operation and maintenance of NFDRS-RAWS located within the Tongass and Chugach National Forests.

³ NFDRS-RAWS schedules for NPS and FWS stations are determined by those agencies and may be maintained by other agencies under other agreements.

⁴ NFDRS requires annual RAWS maintenance to be completed no later than 30 days prior to the start of fire season; however, some Alaska RAWS sites may not be accessible by this date.

f. AUTOMATIC LIGHTNING DETECTION NETWORK

The AFS is responsible for the installation, maintenance, and operation of the statewide automatic lightning detection network. Data from this network is available to all agencies on the [AICC website \(https://fire.ak.blm.gov/maps.php\)](https://fire.ak.blm.gov/maps.php) and is provided at no charge to federal agencies as part of the wildland fire suppression services designated to AFS in *620 DM 5*. DNR contributes funding to AFS to support this network and those expenses are included in the Bill for Collection for Annual Fixed Costs. The target date for the system to be operational will be May 20 annually.

46. AVIATION OPERATIONS:

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

a. AVIATION SITE MANAGEMENT

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

b. PILOT AND AIRCRAFT CERTIFICATION

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

c. AVIATION MISSION STANDARDS

- Interagency missions are defined as missions with both federal and state employees assigned to the aircraft operation, regardless of which agency is managing the incident or aircraft. All interagency missions will comply with the more stringent policies and will meet Interagency Aviation Safety and Personal Protective Equipment standards. Employees are responsible for ensuring that their agency requirements have been met.
- When a mission is under the operational control of the DNR and only DNR employees are assigned, DNR policies are applicable.
- For guidance regarding the use of the non-federally approved airtankers under the operational control of the DNR, refer to National MAC's [Guidelines for the Use of Tactical Aviation Resources, Appendix 7](https://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Resource_Management.pdf) (https://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Resource_Management.pdf).
- All federal contract and agency pilots will comply with the interagency pilot duty/days off standard listed in the in the [Interagency Standard for Fire and Fire Aviation Operations](https://www.nifc.gov/policies/pol_ref_redbook.html) (https://www.nifc.gov/policies/pol_ref_redbook.html).
- All fuel delivery systems will meet agency safety standards and will comply with whichever standard is more stringent. Both AFS and DNR will provide aircraft servicing at their ramps on a reimbursable basis.

d. TEMPORARY FLIGHT RESTRICTIONS NOTIFICATIONS

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

e. SANITIZING AIRCRAFT WATER DELIVERY SYSTEMS

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

Water delivery equipment should be rinsed between missions if sites containing known water-borne invasive species such as Elodea have been used as water sources. Additional information about Elodea in Alaska including maps of known infestations is available on the [DNR Elodea webpage \(http://plants.alaska.gov/invasives/elodea.htm\)](http://plants.alaska.gov/invasives/elodea.htm).

f. CANADIAN AVIATION RESOURCES

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

g. AIRTANKER BASES

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

The application of suppression chemicals will follow the guidelines in the [Interagency Standard for Fire and Fire Aviation Operations \(https://www.nifc.gov/policies/pol_ref_redbook.html\)](https://www.nifc.gov/policies/pol_ref_redbook.html). Some jurisdictions may require Agency Administrator approval prior to the use of suppression chemicals and/or may have more restrictive guidelines.

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

h. FT. WAINWRIGHT AIRCRAFT OPERATIONS

All pilots will be fully briefed by the responsible AFS personnel on the use of the AFS ramp and the U.S. Army-Alaska's runway. Pilots will comply with all applicable restrictions, requirements, and regulations.

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

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

AFS will:

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

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

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

i. FIRE SCENE AVIATION ORGANIZATION AND COMMUNICATIONS

All tactical aviation resources will be dispatched and flight followed by the local Interagency Fire Dispatch Center when responding to an incident. All aircraft will utilize VHF Air-to-Air frequency 128.450 MHz unless otherwise indicated by their local Interagency Fire Dispatch Center.

For standard operating procedures for tactical aircraft flying over or near an incident, reference the [Interagency Aerial Supervision Guide \(https://www.fs.fed.us/fire/aviation/av_library/\)](https://www.fs.fed.us/fire/aviation/av_library/).

j. NON-TACTICAL AVIATION RESOURCES

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

k. UNMANNED AERIAL SYSTEMS

The Parties to this Agreement agree to approve the use of Unmanned Aircraft Systems (UAS) in support of wildland fire incidents on all federal and State lands. The National Park Service requires incident-specific Park Superintendent approval prior to UAS use.

All UAS activities shall be conducted in accordance with each agency's aviation rules, policies, and directives. For interagency missions (defined as missions with aircraft from two or more agencies in the fire traffic area), the standards of the agency with the most stringent rules, policies and directive apply.

l. AERIAL MAPPING SERVICES

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

m. FORMS FOR AVIATION PAYMENT DOCUMENTATION

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

n. REIMBURSABLE AVIATION COSTS

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

- Agency personnel costs including standby, weekend staffing, extended staffing, preposition flights etc.
- Overtime for agency pilots and crewmembers.
- Aircraft without fire resource orders must ensure that their agency has a reimbursable agreement and accompanying charge code in place prior to fueling.
- Fuel and oil will be charged to the using agency code/incident number.
- Retardant costs are reimbursable at a per gallon rate.
- Use of agency aircraft as documented on *DNR Form 10-3133* or *OAS-23* and billed at the predetermined hourly flight rate. Flight hourly rates are determined by:
 - Contract and On-Call aircraft: current Contract Rate letter.
 - Aircraft Rental Agreement: current OAS Rental Aircraft Source List.
- Costs incurred for aircraft ordered from other GACCs or Canada, as agreed and documented during the Daily Statewide Strategy Meeting and on the Resource Order.
- Aircraft availability and/or surcharges may be negotiated prior to the fire season. Costs will be included in the pre-season spreadsheet.
- Availability charges may apply to aircraft contract extension or severity requests.

47. BILLING PROCEDURES:

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

a. IN-STATE FIRES WITH FEMA REIMBURSABLE EXPENSES

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

b. JOINT PROJECTS AND PROJECT ASSISTANCE (FUELS)

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

c. MEALS AND LODGING FOR RESOURCE ORDERED AND SUBSISTED PERSONNEL

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

Personnel are required to enter their payment code (i.e. charge code, fire code, reimbursable agreement code) when signing in at an agency dining facility. The cost charged for meals will be

established annually for each location. Meals, including sack lunches that are ordered, regardless if they are consumed, will be billed to the charge code.

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

d. ANNUAL FIXED COSTS

The DNR and AFS agree to bill for annual fixed costs as listed in **Attachment 1** and according to the dates in **Table 9**. No other agencies bill each other for Fixed Costs; the Administrative Overhead Rate does not apply to this billing.

e. SUPPRESSION AND NON-SPECIFIC SUPPRESSION SUPPORT

1) Federal Agency Billings to DNR

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

2) DNR Billings to Federal Agencies

a. DNR as Protecting Agency

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

b. DNR as Supporting Agency

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

3) All Parties Billings

All Parties to this Agreement agree to:

- Bill for expenses as shown in **Attachment 2, Table 9** and **Table 10**.
- Adhere to the incident billing criteria listed in **Clause 38**.
- Bill for eligible aviation costs as listed in **Clause 46.n**.
- Incorporate project costs associated with **Clause 21**.
- Include suppression and non-specific suppression costs associated with equipment, supplies, meals, lodging, personnel salaries based on agency policy, overtime and travel, prepositioning, and the agreed upon percentage of supplemental resources expenses.
- Include agreed upon miscellaneous costs including, but not limited to those listed in **Clause 21**.
- Ensure a unique fire code is generated for all reimbursable incidents. Reimbursable incidents should not be included in ABCD Misc.
- Facilitate each other's financial management activities by cooperating with any additional requests for billings and cost estimates.
- Bill using the Bill for Collection Process.
- Comply with the billing and payment timelines identified in **Table 7** or **Table 8** as applicable.
- Follow the general directions in *Exhibit D* of the *Master Agreement*.

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

The BIA, FWS, and NPS may recover costs for their participation on incidents that DNR is fiscally responsible for suppression costs and other DNR fire-related support. These recoverable costs will be documented as outlined in this Agreement and as described in *Exhibit D* of the *Master Agreement*. These agencies will directly bill DNR, establish billing thresholds, and submit no later than the dates AFS and DNR have established for billing and payments. See **Table 9, Table 10, and Attachment 8**. Extension to billing dates may be negotiated.

g. ADMINISTRATIVE FEES

A 10% administrative fee has been negotiated for calendar year 2019. This fee may be charged against each agency's Suppression and Non-Specific Support total. It applies to those agencies that are allowed to bill an administrative fee.

All parties agree that when billing each other this fee will not exceed an annual maximum of \$450,000.

h. BILLING DOCUMENTATION

Billing documents will include cost data, financial transaction registers and an Excel worksheet of the summary data by reciprocal accounting codes (fire codes) for the fire season being billed. Copies of payment documents (i.e. Invoices, rental agreements, etc.) for line items in excess of \$25,000 (excluding labor) and aircraft line items in excess of \$10,000 will be attached. Other documentation will be provided upon request. All payments will be made by an electronic transfer of funds.

1) Requests for payments from AFS

All requests for payments from AFS will be mailed to:

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

2) Requests for payments from DNR

All requests for payments from DNR will be mailed to:

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

3) Requests for payments from USFS

Original requests for payments from the USFS will be mailed to the National Incident Business Office. Copies will be mailed to the Region 6/10 Incident Business Coordinator and the appropriate local Forest Office.

Table 8: USFS Billing Addresses

National Office (include original billing and supporting documents)	Regional Office (include copies of billing and supporting documents)	Tongass National Forest (include copies of billing and supporting documents)	Chugach National Forest (include copies of billing and supporting documents)
US Forest Service Incident Business 101 B Sun Ave., NE Albuquerque, NM 87109	US Forest Service R6/10 Incident Business Coordinator 1220 SW Third Ave Portland, OR 97204	US Forest Service Tongass National Forest 648 Mission St. Ketchikan, AK 99901	US Forest Service Chugach National Forest 161 East 1 st Ave., Door 8 Anchorage, AK 99501

Table 9: AFS-USFS-DNR Billing Due Dates and Tasks for In-State Suppression and Non-specific Suppression Support

<i>Due Date*</i>	<i>Billing Tasks</i>
April 1, 2019	DNR, AFS, and USFS provide each other with the preliminary cost spreadsheet for CY 2018 Suppression and Non-Specific Suppression Support.
May 15, 2019	DNR, AFS, and USFS submit the Bills for Collection to each other for the preliminary costs compiled for CY 2018 Suppression and Non-Specific Suppression Support.
June 15, 2019	Payments due to DNR, AFS, and USFS respectively for the preliminary costs for CY 2017 Suppression and Non-Specific Suppression Support.
July 1, 2019	AICC updates the list of CY 2019 fires with acreage breakdowns by percentage, management option, and actions taken to determine fiscal responsibility to DNR, USFS, AFS Budget Officer, NPS, FWS, and BIA.
August 1, 2019	AFS bills DNR for collection of the 2019 Annual Fixed Costs.
August 1, 2019	DNR bills AFS for collection of the 2019 Annual Fixed Costs.
August 15, 2019	AFS and USFS provide DNR with estimated CY 2019 costs for Suppression and Non-Specific Suppression Support for fires occurring before July 1, 2019.
September 15, 2019	DNR provides AFS and USFS with estimated CY 2019 costs for Suppression and Non-Specific Suppression Support for fires occurring before September 1, 2019.
September 30, 2019	AFS provides DNR with a complete cost accounting of the fire medic program including overhead, supplies, and training for non-incident related expenses.
November 1, 2019	AFS, DNR, and USFS exchange backup documentation for all line items exceeding \$25,000 (excluding labor) for the CY 2018 Preliminary Billing. AFS and DNR may request backup for any other line items.
November 1, 2019	AICC updates the lists of CY 2019 fires with acreage breakdowns by percentage, management option, and actions taken to determine fiscal responsibility to DNR, USFS, AFS Budget Officer, NPS, FWS, and BIA.
December 1, 2019	AFS, DNR, and USFS will provide estimates, listed by incident number, of CY 2019 Suppression and Non-Specific Suppression Support cost-to-date to each other.
December 31, 2019	AFS, DNR, and USFS submit a final CY 2018 Suppression and Non-Specific Suppression Support billing.
February 15, 2020	Payment due for the final CY 2018 costs for Suppression and Non-Specific Suppression Support.

*Extensions to due dates may be negotiated by the Agencies.

Table 10: DNR-AFS-USFS Billing Due Dates and Tasks for Out-of-State Incidents

<i>Due Date*</i>	<i>Billing Tasks</i>
April 1, 2019	DNR provides AFS and USFS with the preliminary cost spreadsheet for CY 2018 fire suppression costs.
May 15, 2019	DNR submits the Bills for Collection to AFS and USFS for the preliminary costs compiled for CY 2018 fire suppression support. Support documentation will be an electronic spreadsheet by DNR, USFS/AFS fire codes along with an electronic transaction register showing costs categories and individual names (e.g. employees, vendors).
June 15, 2019	Payments from AFS and USFS due to DNR for the CY 2018 preliminary fire suppression support costs.
September 15, 2019	DNR provides AFS and USFS with estimated CY 2019 fire suppression costs for fires occurring before September 1, 2019. Support documentation will be an electronic spreadsheet by DNR and AFS/USFS fire codes.
November 1, 2019	DNR provides backup payment documentation for all line items exceeding \$25,000 (excluding labor) for the CY 2018 Preliminary Billing. AFS and USFS may request backup for any other line items.
December 1, 2019	DNR will provide AFS and USFS with estimated CY 2019 fire suppression costs to date. Support documentation will be an electronic spreadsheet by DNR and AFS/USFS fire codes.
December 31, 2019	DNR submits a final CY 2018 fire suppression cost billing to AFS and USFS.
February 15, 2020	Payment due from AFS and USFS for the final CY 2018 fire suppression cost billing.

*Extensions to due dates may be negotiated by the Agencies.

48. TRESPASS/ SUPPRESSION COST RECOVERY:

Fire trespass refers to the occurrence of unauthorized fire on agency-protected lands where the source of ignition is tied to some type of human activity. BLM, NPS, BIA, and USFS must pursue cost recovery, or document why cost recovery is not required, for all human-caused fires on their lands. FWS does not have trespass cost recovery authority; however, BLM-AFS may pursue suppression cost recovery for fires on FWS lands when BLM is not reimbursed for suppression actions. However, these cases must be pursued in a civil action through the United States Attorney’s Office (USAO) as BLM regulations require the fire to have burned BLM lands to recover costs through the administrative trespass process. Any effort to pursue cost recovery on wildland fires that occur on non-BLM land should be done in close consultation with the Solicitor’s Office and in coordination with the respective Jurisdictional Agency.

Copies of all reports and materials compiled or prepared in connection with establishing cause, extent, or potential liability for any fire or response incident shall be provided to all affected agencies. The statistics included in the final fire report may be used for litigation purposes. The Protecting Agency, upon request, will provide the Jurisdictional Agency with detailed costs to support trespass cases. (See **Clause 34.b**)

49. STAFFORD ACT USE AND REIMBURSEMENT:

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

GENERAL PROVISIONS

50. PERSONNEL POLICY:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

51. SUPPLEMENTAL FIRE DEPARTMENT RESOURCES:

CURRENTLY NOT APPLICABLE IN ALASKA

52. MUTUAL SHARING OF INFORMATION:

Sharing of information in Alaska is a collaborative effort between jurisdictional and Protecting Agencies. In the spirit of the [National Cohesive Wildland Fire Strategy](https://www.forestsandrangelands.gov/strategy/documents/strategy/NationalActionPlan_20140423.pdf) (https://www.forestsandrangelands.gov/strategy/documents/strategy/NationalActionPlan_20140423.pdf) and in this environment of collaboration, agencies respect each other's communication policies and practices. The parties to this Agreement will mutually share information to serve the best interests of the Agencies and the public in accordance with Agency rules and regulations. Haines Area information roles and responsibilities are described in **Attachment 6**.

a. PUBLIC INFORMATION

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

1) Alaska Fire Information Websites

AFS hosts and maintains the [AICC website \(https://fire.ak.blm.gov/\)](https://fire.ak.blm.gov/), a centralized source of information about wildland fire in Alaska for use by Agencies and the public.

AFS and DNR Forestry maintain web mapping applications that provide information about wildland fire in Alaska. These applications are available for use by Agencies and the public.

- [Alaska Wildland Fire Information: https://blm-egis.maps.arcgis.com/apps/MapSeries/index.html?appid=32ec4f34fb234ce58df6b1222a207ef1](https://blm-egis.maps.arcgis.com/apps/MapSeries/index.html?appid=32ec4f34fb234ce58df6b1222a207ef1)
- [DNR Forestry: http://forestrymaps.alaska.gov/AK_DOF_Fire_App/](http://forestrymaps.alaska.gov/AK_DOF_Fire_App/)

Inciweb and akfireinfo, as well as agency social media sites are also valuable online tools the Alaska interagency wildland fire community can use for their public information needs:

[Inciweb \(https://inciweb.nwcg.gov/\)](https://inciweb.nwcg.gov/)

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

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

[Akfireinfo \(https://www.akfireinfo.com\)](https://www.akfireinfo.com)

Akfireinfo is the primary platform for wildland fire information to the public because of its ease of use and reach to Alaskan audiences. Each Protecting and Jurisdictional Agency is allowed access to akfireinfo. Akfireinfo is a Word Press tool that operates as a blog and allows the public to subscribe to email updates. It optionally will also automatically populate both the DOF and AFS Twitter and Facebook pages. The Alaska Fire Service is the administrator of this site. Both the AFS public affairs specialist and DOF public information officer can grant access to the site.

Additional agency-specific public information websites include:

- [DOF](http://forestry.alaska.gov/fire/current.htm) <http://forestry.alaska.gov/fire/current.htm>
- [BLM-AFS](https://afs.ak.blm.gov/) <https://afs.ak.blm.gov/>
- [FWS-Alaska](https://www.fws.gov/alaska/nwr/visitor/fire/index.htm) <https://www.fws.gov/alaska/nwr/visitor/fire/index.htm>
- [NPS-Alaska](https://www.nps.gov/locations/alaska/wildland-fire.htm) <https://www.nps.gov/locations/alaska/wildland-fire.htm>

Social Media

Social media can be used to disseminate accurate fire information in a timely manner, quash rumors, and coordinate unified themes and messages. There are already established social media efforts at agencies that accomplish the same or similar goals of disseminating accurate fire information to the public. Social media sites created for a specific fire can result in undue overlap and duplication of fire information. In addition, agency level coordination and participation helps ensure that information is, when appropriate, delivered to the public in the context of unified themes or messages.

2) Protecting Agency and Incident Management Teams

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

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

3) Jurisdictional Agencies

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

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

4) AICC and the JIC

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

b. INTERAGENCY INFORMATION

1) AICC and National Interagency Coordination Center Situation Reports

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

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

3) Digital atlas for Alaska Wildland Fire Management Geospatial Data

The official Digital Atlas for fire management geospatial data in Alaska is maintained and distributed by Alaska Fire Service GIS Staff and BLM Northern Region IT Staff. The core data comprising the Digital Atlas are: Alaska Wildland Fire Jurisdictions, Fire Heat Detection (VIIRS and MODIS), Fire Management Option Boundaries, Fire Protection Area Boundaries, Fire Perimeters, Fire Locations (Origins), and Lightning Detections. Alaska Known Sites are a key component to the Digital Atlas however these data are maintained by individual AWFCG agencies and are distributed using the National Interagency Fire Center – ArcGIS Online platform . Digital Atlas datasets are updated regularly, and are available on the [AICC Predictive Services Maps/Imagery/Geospatial webpage \(https://fire.ak.blm.gov/predsvcs/maps.php\)](https://fire.ak.blm.gov/predsvcs/maps.php). Note that users needing access to the Alaska Known Sites Database will be redirected to the National Interagency Fire Center – ArcGIS Online (NIFC-AGOL) website.

AICC and individual Areas, Zones, and Forests may maintain local map atlases consisting of hard-copy maps and/or electronic data to serve as backups and to help facilitate operations; however, they are responsible for ensuring the official Digital Atlas is updated with any changes made at the local level.

a. Alaska Wildland Fire Jurisdictions (AKWFJ)

Alaska Wildland Fire Jurisdictions is a spatial dataset produced by the Bureau of Land Management-Division of Support Services and the Alaska Fire Service. It provides land ownership information for initial fire management decisions. Alaska CAD systems use the dataset to determine the default ownership and jurisdiction for a location. The Alaska Wildland Fire Jurisdictions also forms the basis for several WFDSS datasets including:

- Jurisdictional Agencies
- Unit Boundaries
- Strategic Objectives/Fire Management Units

WFDSS datasets derived from Alaska Wildland Fire Jurisdictions are submitted on an interagency basis at the statewide level. Because WFDSS datasets are derived from AKWFJ data, the April version of these data will be used throughout the fire season.

Alaska Wildland Fire Jurisdictions is not an authoritative source for land status information. In order to determine land status appropriate source documents must be consulted.

The [BLM General Land Office Records website \(https://glorerecords.blm.gov/default.aspx\)](https://glorerecords.blm.gov/default.aspx) provides online access to federal land conveyance records. In addition, the [Alaska Spatial Data Management System \(SDMS\) \(https://sdms.ak.blm.gov/sdms/\)](https://sdms.ak.blm.gov/sdms/) is a one-stop tool to view, research, print and download federal land status information such as surveyed land parcels, land status, mining claims, and Master Title Plats (MTPs).

The [DNR Alaska Mapper website \(http://dnr.alaska.gov/mapper/controller\)](http://dnr.alaska.gov/mapper/controller) provides interactive access to State of Alaska land records. As with federal land status, source documents remain the official record. Additional help may be obtained from the [DNR Public Information Centers \(http://dnr.alaska.gov/commis/pic/\)](http://dnr.alaska.gov/commis/pic/) located in Anchorage, Fairbanks, and Juneau.

b. Fire Management Option Boundaries

The Fire Management Options Boundary Layer within the Digital Atlas is the official record that delineates Fire Management Option boundaries. Refer to the *AIWFMP* for more information on Fire Management Options and for guidance on changing Fire Management Options.

c. Fire Protection Area/Zone Boundaries

The Fire Protection Area Boundary Layer within the Digital Atlas is the official record that delineates fire protection area/zone boundaries. Refer to **Attachment 3** and **Attachment 5** for guidance on changing Protection Area boundaries.

d. Alaska Known Sites Database

The Alaska Known Sites Database (AKSD) identifies infrastructure, and cultural and natural resource sites throughout Alaska that may be threatened by wildfire. The intent of this dataset is to provide information on known sites located outside of the urban areas and is not a replacement for “structure” data available from the different Boroughs. Furthermore, not all known sites information collected by Agencies and other partners are included in the AKSD. Protection Agencies will need to work with the Jurisdictional Agencies to ensure they have access to these additional known site records.

The AKSD provides locations, descriptions, and jurisdictions, as well as direction regarding site protection priorities. These data are made available to fire managers and other authorized data users through a password-protected website (National Interagency Fire Center – ArcGIS Online) in order to support wildland fire planning and decision-making. There are two primary sources of site information included in the AKSD:

- Jurisdictional Agency inventory and assessments.
- Data collected by Protecting Agency staff and IMTs. These data are subject to review by Jurisdictional Agency administrative units on which sites reside.
 - AKSD is a dynamic product with real-time updates (i.e., new data are available for immediate use).
 - Jurisdictional Agencies are responsible for reviewing AKSD data for accuracy and are responsible for assigning Protection Levels.

The AKSD has editor tracking so there will be a record of who created and updated data points. Additionally, there is an “Alaska Known Sites Database Changes” web application that will help simplify the data review process.

Access to AKSD can be requested through one of the Alaska Known Sites Database Points of Contact or by contacting [AFS GIS \(BLM_AK_AFS_GIS@blm.gov\)](mailto:AFS_GIS(BLM_AK_AFS_GIS@blm.gov)).

e. Heat Detections

Fire Heat Detection points are derived from two satellite instrument suites: Visible Infrared Imaging Radiometer Suite (VIIRS) and Moderate Resolution Imaging Spectroradiometer (MODIS). These data are processed by Geographic Information Network of Alaska (GINA) and further processed for display and distribution by AFS IT. These data are continually updated (in near-real time).

f. Lightning Detections

AFS owns and maintains the Alaska Lightning Detection Network (ALDN). Lightning data (including cloud-cloud lightning activity) are collected using the Time of Arrival (TOA) system and made available to users in GIS format. The data are continually updated.

g. Fire Locations and Perimeters

Fire Location (Origin) points are entered and edited through the CAD systems. GIS protocols have been established for submitting on-going fire perimeters to AICC. Once approved, these AICC perimeters should be considered the definitive perimeter source for an incident. IMTs, Protecting Agencies, and Jurisdictional Agencies must collaborate to ensure the integrity of perimeter data.

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

Final fire perimeters submitted with the final fire reports are added to the GIS Fire History dataset. A consolidated statewide fire history dataset is available annually in April from AFS. Incident perimeter updates may be submitted at any time in order to ensure that historical datasets include the most accurate data available. In order for the data to be included in the current year's historical dataset, they must be submitted to AFS GIS prior to March 1. The protocols for submitting fire perimeters, including points of contact for user names and passwords are available in Appendix C of the [Alaska Agency Administrator's Guide \(https://fire.ak.blm.gov/administration/aaguide.php\)](https://fire.ak.blm.gov/administration/aaguide.php).

4) Final Fire Reports

Fire reporting requirements vary among agencies. BLM is required to submit an Individual Fire Report (DI-1202) through the Wildland Fire Management Information (WFMI) system for all fires involving DOI or ANCSA ownership, for all fires within BLM protection, and for fires in State and Forest Service protection where BLM is involved in suppression actions. The Forest Service submits Individual Wildland Fire Reports (Form FS-5100-29) into the Fire Statistics System (FIRESTAT). IFM serves as the State fire reporting system. In addition, some Jurisdictional Agencies require reporting in their own systems.

Protecting Zones, Areas, and Forests are required to complete their own reporting and maintain official incident documentation records. However, in order to ensure that all Jurisdictional and Supporting Agencies receive the information necessary to complete their reporting and satisfy their documentation needs, Protecting Zones, Areas, and Forests are responsible to submit a final fire report package to AICC within 10 days after a fire is called out for all fires regardless of jurisdiction. AICC is responsible to generate an Individual Fire Report for all DOI/ANCSA Ownership or BLM Support Action fires within State and Forest Service protection. In addition, AICC will produce a final fire report package for every fire.

Required elements for final fire report packages are:

- Protecting Agency Fire Reporting Form(s) (DI-1202, FS-5100-29, IFM Fire Report)
- Chronological Incident Narrative, to include any/all significant events
- Dispatch Fire Report (DFR)
- Final fire perimeter map indicating estimated point of origin
- Master Title Plat indicating point of origin land ownership (DOF fires completely on state/private land are exempt)
- Fire Investigation Report (as applicable)
- Trespass Decision Document (as applicable)

Within 10 days of a fire being called out, Zones/Areas will submit a completed fire report package to AICC. Within 15 days of a fire being called out, AICC will provide affected Jurisdictional Agencies with an electronic copy of the final fire report package. If the Protecting Agency and/or AICC are unable to meet a deadline, an acceptable date will be negotiated with the Jurisdictional Agency.

5) Annual Fire Cost Reporting

AFS/DNR Interim and Final Incident Cross-billing reports will be made available to all parties to this agreement. The USFS and all Jurisdictional parties to the agreement will make annual incident cost data for Alaska incidents available to all parties including:

- Total Agency Charges by Incident
- Recovery costs billed to Protecting Agency by incident

6) Photographs

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

7) WFDSS Points of Contact

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

c. SCIENCE & RESEARCH

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

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

Fire Research Development and Applications Committee (FRDAC)

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

One of the primary tasks of the FRDAC is to maintain a prioritized list of research needs that is reviewed at 2-3 year intervals. Other activities include development of fire effects monitoring and fuel moisture-sampling protocols along with contributions to statewide products including an interactive map of fire research plots, and a bibliographic reference collection on fuels and fire effects. FRDAC products are available on the [AWFCG Committees webpage \(https://fire.ak.blm.gov/administration/awfcg_committees.php\)](https://fire.ak.blm.gov/administration/awfcg_committees.php) and the Alaska Fire Science Consortium web site: (<https://www.frames.gov/partner-sites/afsc/partner-groups/frdac/>).

Fire Modeling and Analysis Committee (FMAC)

The purpose of this committee is to provide cohesive direction and collaborative response to address interagency needs for fire modeling and analysis within Alaska. This committee provides comprehensive integration and coordination in support of statewide analysis and modeling concepts, data needs, and training/mentoring. It also provides consolidated responses to data and information requests to ensure Alaska-specific needs, anomalies, and conditions are supported in national systems. The FMAC is responsible for updating a fuel model guide to Alaska vegetation and has been designated by the AWFCG as the Alaska liaison and point of contact for the LANDFIRE project. FMAC information is available on the [AWFCG Committees webpage \(https://fire.ak.blm.gov/administration/awfcg_committees.php\)](https://fire.ak.blm.gov/administration/awfcg_committees.php) and the Alaska Fire Science Consortium web site (<https://www.frames.gov/partner-sites/afsc/partner-groups/fire-behavior-modeling-group/>).

AWFCG also participates in the [Alaska Fire Science Consortium \(AFSC\) \(https://www.frames.gov/partner-sites/afsc/home/\)](https://www.frames.gov/partner-sites/afsc/home/). The AFSC is one of fifteen regional consortia supported by the Joint Fire Science Program and is part of a national fire science exchange network. Their primary purpose is to strengthen the link between fire science research and on-the-ground application by promoting communication between managers and scientists, providing an organized fire science delivery platform, and facilitating collaborative scientist-manager research development. In order to accomplish this, AWFCG is committed to providing input through the AFSC advisory board members and to participating in and supporting AFSC functions.

53.RECORD RETENTION:

Refer to [Master Agreement \(https://fire.ak.blm.gov/administration/asma.php\)](https://fire.ak.blm.gov/administration/asma.php).

54. ACCIDENT INVESTIGATIONS:

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

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

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

55. PURCHASER, CONTRACTOR, OPERATOR, PERMITTEE, ETC., FIRES:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

56. WAIVER OF CLAIMS:

Refer to *Master Agreement* (<https://fire.ak.blm.gov/administration/asma.php>).

57. EQUIPMENT, SUPPLIES, CACHE ITEMS:

The Parties to this Agreement agree to provide fire cache support to each other on an as-available basis. Fire Cache supplies and equipment are prioritized and intended to be for support of on-going fire incidents. On a case-by-case basis, other orders, such as preparedness, non-fire, or non-emergency requests may be filled but require reimbursable agreements. All equipment and supply costs including transportation and cache restocking are charged to the code generating the workload. Abnormal or unique transportation costs will be negotiated at the time of request. Reimbursable agreements may be used to develop and stock specialized Alaska equipment in the caches. Haines Area cache management roles and responsibilities are described in **Attachment 6**.

a. WAREHOUSE CATALOG

The [Alaska Interagency Catalog of Fire Supplies and Equipment](https://afs.ak.blm.gov/support/supply.php) (<https://afs.ak.blm.gov/support/supply.php>) will be jointly maintained between AFS and DNR.

b. INCIDENT SUPPORT

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

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

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

c. PROPERTY LOSS OR DAMAGE

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

d. FRESH FOOD CONTRACTS

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

58. TRANSPORTED EQUIPMENT:

Refer to [Master Agreement](https://fire.ak.blm.gov/administration/asma.php) (<https://fire.ak.blm.gov/administration/asma.php>).

59. AUTHORIZED REPRESENTATIVES:

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

This page intentionally left almost blank.

SIGNATURES

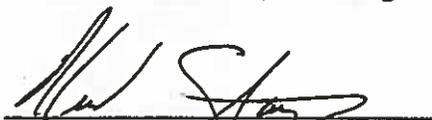
IN WITNESS WHEREOF, the Parties hereto have executed *this 2018 Alaska Statewide Annual Operating Plan, Exhibit C* of the *2015 Master Cooperative Wildland Fire Management and Stafford Act Response Agreement*, as of the date of signature of the Party's authorized representative.

United States Department of the Interior



Jason Dollard
Regional Fire Management Officer
Bureau of Indian Affairs, Alaska Region

Date: 4/23/19



Kent Slaughter
Manager, Alaska Fire Service
Bureau of Land Management

Date: 4/25/19



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

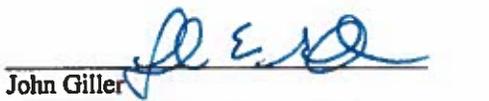
Date: 4/19/19



Chuck Russell
Regional Fire Management Officer
National Park Service, Alaska Region

Date: 4/17/19

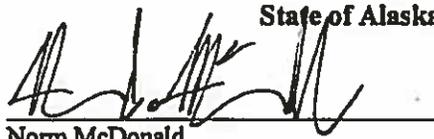
United States Department of Agriculture



John Giller
Regional Director Fire, Fuels, and Aviation
United States Forest Service, Region 6 and 10

Date: 4/24/2019

State of Alaska Department of Natural Resources



Norm McDonald
Acting Chief of Fire and Aviation
Alaska Department of Natural Resources

Date: 4.18.19

This page intentionally left almost blank.

Attachment 1. Annual Fixed Costs

Attachment Table 1-1: Annual Fixed Costs - DNR bills AFS

<i>Item</i>	<i>Formula</i>	<i>2019 Costs</i>
Mobile IFM Support/Maintenance	Negotiated expenditures for unscheduled IFM support and maintenance. Documentation will be provided.	\$10,000

Attachment Table 1-2: Annual Fixed Costs - DNR bills USFS

<i>Item</i>	<i>Formula</i>	<i>2019 Costs</i>
Pioneer Peak IHC (Clause 15.k)	USFS preparedness funds	\$164,000

Attachment Table 1-3: Annual Fixed Costs - AFS bills DNR

<i>Item</i>	<i>Formula</i>	<i>2019 Costs</i>
AICC Office Space DNR Logistic Coordinator DNR Intelligence Coordinator (Clause 14 & 15.p)	96 sq. ft. of office space X \$3/sq. ft. X 12 mos. = \$3,456 \$3,456 X 2 positions = \$6,912 192 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,706 2 phone lines X \$30/line X 12 mos. = \$720 Toll Calls 2 lines X \$100/mo. X 12 mos. = 2,400 \$6,912 + \$1,706 + \$720 + \$2,400 = \$11,738	\$11,738
AICC Tactical Desk Support (Clause 14)	Agreed upon figure for 2018	\$0
Air Tanker Base Manager (Clause 46.g)	Jointly funded ATBM position that exists on the AFS Table of Organization.	\$25,000
DNR Fire Operations Forester office space (Clause 15.p)	165 sq. ft. of office space X \$4/sq. ft. X 12 mos. = \$7,920 165 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,466 3 telephone line X \$30/line X 12mo = \$1,080. Toll calls: \$100/mo. X 12 mos. = \$1,200 \$7,920 + \$1,466 + \$1,080+ \$1,200 = \$11,666	\$11,666
DNR Pilots, Air Attack, Retardant personnel assigned to Fort Wainwright. office space (Clause 46.h)	560 sq. ft. of office space X \$3/sq. ft. X 4 mos. = \$6,720 560 sq. ft. X \$3.0089 (FT WW utility rate) = \$1,685 \$7.50/day for 120 days for porta-potty service = \$900 \$6,720 + \$1,685 + \$900 = \$9305	\$9,305
DNR Public Affairs Officer office space (Clause 52)	112 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$4,032 112 sq. ft. X \$8.8859 (FT WW utility rate) = \$995 1 telephone line X \$30/line X 12 mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1,200 \$4,032 + \$995 + \$360 + \$1,200 = \$6,587	\$6,587
DNR Strategic Planner office space (Clause 15.p)	173 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$6,228 173 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,537 1 telephone line X \$30/line X 12 mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1200 \$6,228 + \$1,537 + \$360 + \$1,200 = \$9,325	\$9,325
Interagency Electronic Mechanic's Labor (Clause 44.e)	AFS-DNR negotiated funding for an Electronic Mechanic who will provide program oversight, mission planning, technical assistance, and field maintenance for radio and RAWS sites.	\$20,000
Interagency GIS and IT Mapping Application Development and Support (Clause 44.b)	AFS-DNR negotiated no 2018 charge for continued Interagency GIS and IT Mapping Application development, data, implementation, and support provided by AFS, including but not limited to: Alaska Known Sites Database, Fires, etc.	\$0.0

<i>Item</i>	<i>Formula</i>	<i>2019 Costs</i>
Lightning Detection Network (Clause 45.f)	33.33% for installation, maintenance, and operating costs. Annual maintenance and equipment replacement of ALDN is based upon actual maintenance and amortized replacement costs of the equipment infrastructure. Equipment infrastructure = \$70,152, Maintenance = \$34,425, $\$70,152 + \$24,425 = \$94,577$ $1/3 \times \$104,577 = \$34,510$	\$34,510
McGrath Facilities (Clause 15.p)	Annual maintenance expense	\$20,000
Non-Suppression Support	Negotiated expenditures for unscheduled non-suppression support. Documentation will be provided.	TBD
Radio Maintenance (Clause 44.e)	4 sites in McGrath area @\$1,700 per site, 1 shared site @ \$850 and McGrath Field Station @ \$850. Figures are from ITCG AOP and do not include labor. This cost may be offset by any fuel provided by the DOF McGrath Station.	\$8,500
Radio/RAWS Site Unscheduled Maintenance (Clauses 44.e and 45.d)	Negotiated expenditures (aviation, travel, equipment, supplies and parts) for unscheduled radio/RAWS maintenance. Labor excluded. Backup documentation will be provided	TBD
RAWS Maintenance (Clause 45.d)	Costs per site includes site visit (\$1,700) and NIFC Depot Maintenance sensor maintenance and calibration (\$900). $\$1700 + \$900 = \$2,600$ per site Maintenance for 25 sites: $\$2,600 \times 25 = \$65,000^*$. *Figures are from ITCG AOP	\$65,000
Teletype (Clause 44.c)	40% of the costs of the teletype hub operation, application maintenance, and direct support to DNR users	\$5,000

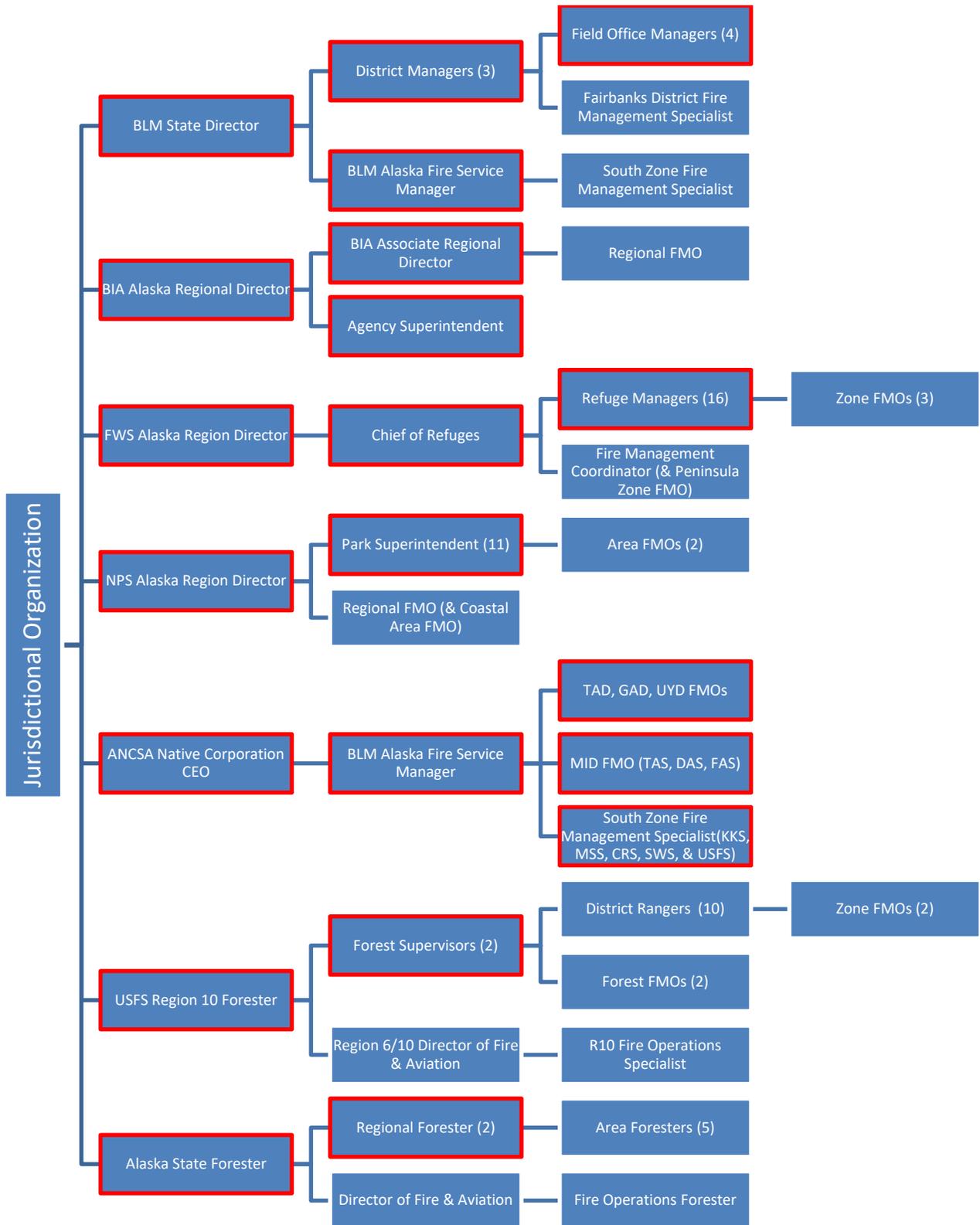
Attachment 2. Suppression and Non-specific Support Costs

Attachment Table 2-1: Suppression and Non-specific Support Costs

<i>Item</i>	<i>Formula</i>
Joint Projects and Project Assistance including Prescribed Fire (Clauses 21 & 25)	All project costs will be billed to the agency that developed the project unless otherwise agreed to in the project plan.
Extended and Weekend Staffing for Statewide Shared Tactical Resources (Clause 15.b)	Costs for tactical resources and their support will be allocated to the agency making the request.
Local Extended Staffing (Clause 15.f)	As authorized by the Protecting Agency FMO.
Supplemental Resource Requests (Clause 15.g)	Costs will be apportioned as decided in the Daily Statewide Strategy Meeting or by the AMAC.
Fire Medic Program (Clause 15.i)	Billed costs for Fire Medic salaries and kit resupply are included with incident expenses. Pre-season training costs are allocated equally to AFS and DNR. A complete cost accounting of the fire medic program including overhead, supplies, and training for non-incident related expenses will be provided to all agencies by September 30th
Training (Clause 43.c)	Student expenses associated with field deliverable courses will be included in the incident costs.
Various Support functions Interagency Fire Dispatch Centers (Clause 13.a), Equipment and Supplies (Clause 57), Aviation Operations(Clause 46.n)	Costs incurred are attributed to an incident but, when necessary and as authorized by the Protecting Agency FMO, may also be charged to non-specific support code.
Administrative Fee (Clause 47.g)	A 10% administrative fee has been negotiated for calendar year 2018. This fee may be charged against each agency's Suppression and Non-Specific Support total. It applies to those agencies that are allowed to bill an administrative fee. All parties agree that when billing each other this fee will not exceed an annual maximum of \$450,000.
Default Cost Apportionment for incidents where the initial action was intended to extinguish the wildfire (Clause 38.a)	Costs will be apportioned based on jurisdictional acres burned and the associated responsible fiscal party(ies).
Default Cost Apportionment for incidents where the initial action upon discovery is surveillance, or site specific protection (Clause 38.a)	All costs incurred are attributed to the agency on whose land the fire originated and billed to the fiscally responsible party.

<i>Item</i>	<i>Formula</i>
Default Cost Apportionment for wildfires resulting from escaped prescribed fires (Clause 31)	The fiscal responsibility for suppression costs on an escaped prescribed fire that was ignited by, managed at the direction of, or under the supervision of one or more of the Parties to this Agreement shall be agreed upon and documented in an incident-specific cost apportionment agreement.
Default Cost Apportionment for Non-Standard Responses (Clause 38.a.1)	An incident-specific cost apportionment agreement should be considered for fires involving multiple jurisdictions that have received a non-standard initial response as defined in the AIWFMP. A fire originating in the Critical, Full, or Pre-conversion Modified Fire Management Option that is not immediately suppressed due to lack of resources or safety concerns may be a likely candidate for an incident-specific cost apportionment agreement. By default, non-standard initial responses will be apportioned as described in Clause 38.a above.
Default Cost Apportionment for Merged Fires (Clause 38.a.2)	An incident-specific cost apportionment agreement should be considered for allocating costs between fires that involve multiple jurisdictions and have merged (burned together). (See ICS-209 and agency final fire reports directions for reporting requirements and reference NWCG Memo EB-M-11-014 at https://www.nwcg.gov/memos/eb-m-11-014 for additional considerations.) By default, when wildfires merge, costs for each fire will be maintained independently and will be apportioned as described in Clause 38.a above.
Default Cost Apportionment for Incident Complexes (Clause 38.a.3)	<p>Costs will be attributed to each fire in the complex and apportioned as listed above.</p> <p>Complex costs that cannot be attributed to individual fires will be prorated and apportioned as a percentage of effort/cost attributed to each fire. An incident-specific cost apportionment agreement should be considered for allocating costs between fires involving multiple jurisdictions that are managed as an Incident Complex. Only costs that cannot be reasonably attributed to an individual fire will be assigned to the Complex code unless otherwise directed in an incident-specific cost apportionment agreement. Incident costs charged to the Complex will be allocated to individual fires based on the percentage of effort involved in managing individual fires. The allocation method employed will be documented in the incident-specific cost apportionment agreement</p> <p>By default, when wildfires are assigned to a complex, costs for each fire within the complex will be apportioned as described in Clause 38.a above. By default, costs charged to the complex code will be allocated to individual fires prior to apportionment as follows:</p> $FireTotal_x = FireCode_x + \left(ComplexCode * \frac{FireCode_x}{(FireCode_1 + FireCode_2 + FireCode_3 + \dots + FireCode_n)} \right)$ <p>Where:</p> <p>FireTotal_x = Total fire costs, including proportional share of complex code charges</p> <p>FireCode_x = Costs charged to individual fire codes</p> <p>ComplexCode = Costs charged to complex code</p> <p style="text-align: center;">n = number of fires in complex</p>

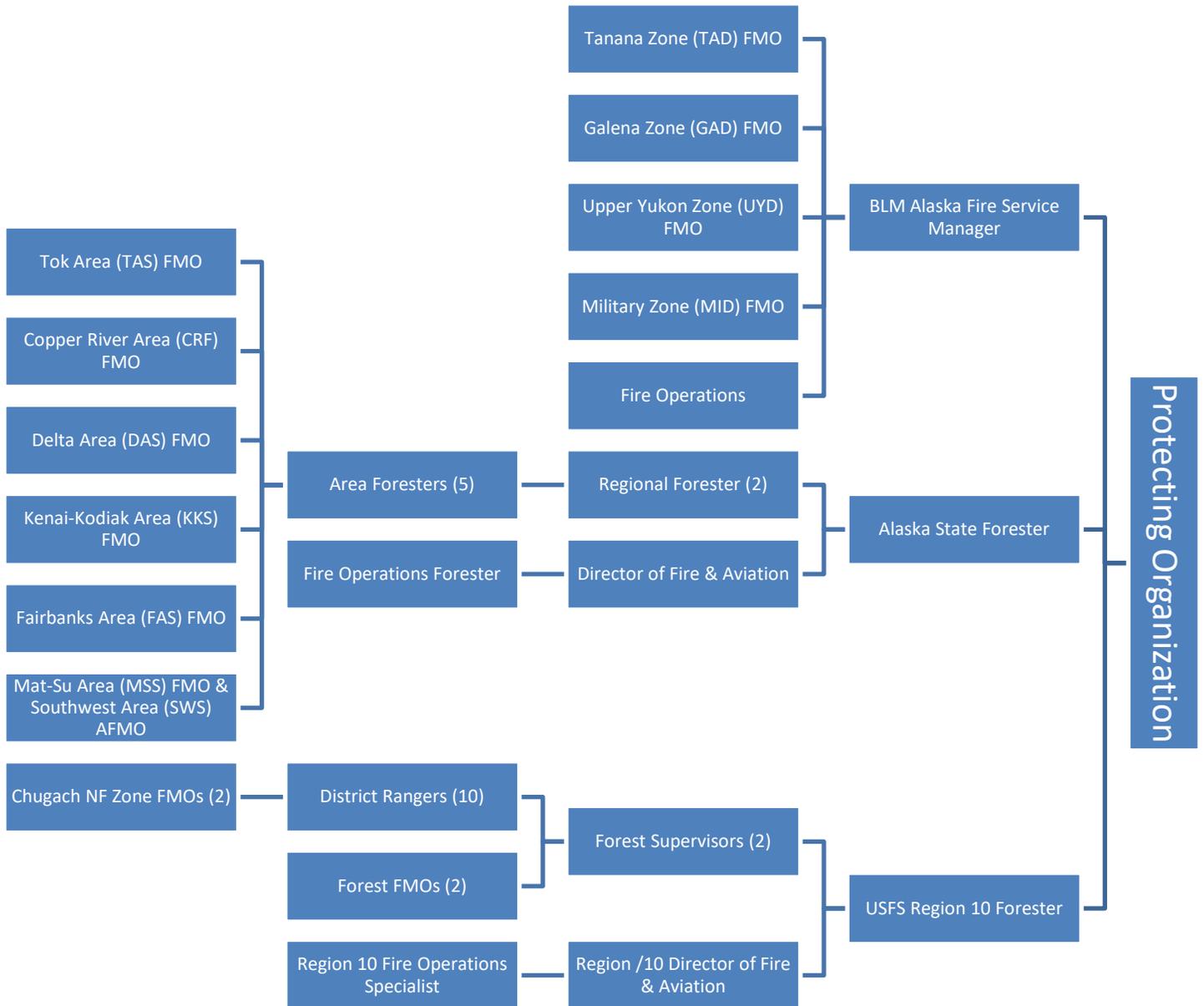
Attachment 3. Alaska Interagency Fire Management Organization Jurisdictional Organization



Red outline indicates jurisdictional line authority

The above chart summarizes lines of authority and does not represent complete agency organizations

Alaska Fire Management Organization Protecting Organization



The above chart summarizes lines of authority and does not represent complete agency organizations

Attachment 4. Protection Area Boundary Changes

Protecting Agencies may change protection boundaries within their area of responsibility or may negotiate boundary changes with other Protecting Agencies. The following procedures are designed to ensure adequate and consistent documentation of protection area boundary changes. Collaboration between all affected protecting and jurisdictional agencies is essential in the change process. Completed change packages are due to Alaska Fire Service by March 1.

Change Process

1. The Protecting Agency(ies) involved in the boundary change will inform affected Jurisdictional Agencies of the proposed change early in the process.
2. The Protecting Agency(ies) involved in the boundary change will produce a change package including the following documentation:
 - a. Description of boundary change
 - b. Reasons for boundary change
 - c. Any agreements developed in support of the boundary change
 - d. Spatial data representing the boundary change
 - e. Summary of effects on Jurisdictional Agencies
 - f. Summary of changes to the AOP, AIWFMP, or other plans or agreements made necessary by the boundary change.
3. Approved and verified protection area boundary change packages will be submitted by the initiating Protecting Agency(ies) to AICC, the AFS Planners, and AFS GIS by March 1.

Email submission (preferred):

AFS Fire Planning Specialist: BLM_AK_AFS_FirePlanning@blm.gov

and

AFS GIS Staff: BLM_AK_AFS_GIS@blm.gov

Mail submission:

Fire Planning Specialist
BLM-Alaska Fire Service
P.O. Box 35005
Ft. Wainwright, AK 99703

4. AFS GIS will update the protection area layer within the Digital Atlas by April 1.
5. The AFS Planners will submit data to the National Fire Decision Support Center for inclusion in the WFDSS data layer.
6. AICC will archive the change package for future reference.
7. If any participant in the review/change process believes that the change process has been circumvented, unfairly implemented, or unduly delayed they will notify their AWFCG representative. The AWFCG is the final arbitrator for resolving procedural issues associated with the protection area change process.

This page intentionally left almost blank.

Attachment 5. Protection Area Boundary Change Form

Send completed change package to:

Email submission (preferred):

AFS Fire Planning Specialist:
BLM_AK_AFS_FirePlanning@blm.gov

and

AFS GIS Staff:
BLM_AK_AFS_GIS@blm.gov

Mail submission:

Fire Planning Specialist
BLM-Alaska Fire Service
P.O. Box 35005
Ft. Wainwright, AK
99703

The following steps have been completed by the Protecting Agency(ies):

- All affected Jurisdictional Agencies have been notified.
- Attach Description of boundary change including:
 - Geographic description of boundary change including display map
 - Reasons for boundary change
 - Summary of effects on Jurisdictional Agencies
 - Summary of potential changes to the AOP, AIWFMP, or other plans or agreements made necessary by the boundary change.
- Attach copies of any agreements developed in support of the boundary change
- Submit spatial data representing the boundary change including basic metadata (zipped geodatabase or zipped shapefile)

Protecting Agency

Agency _____ Administrative Unit _____

Name _____ Title _____

Email _____ Phone Number _____

Signature _____

Protecting Agency

Agency _____ Administrative Unit _____

Name _____ Title _____

Email _____ Phone Number _____

Signature _____

GIS/ map product prepared by:

Name _____ Title _____

Email _____ Phone Number _____

The following steps have been completed by the Alaska Fire Service:

The Protection Area boundary changes identified and approved above have been made to the official Digital Atlas, the AICC Paper Atlas, and within WFDSS; and the change package has been archived.

Digital Atlas Updated By: _____ Date: _____

AICC Paper Atlas Updated/ Change Archived By: _____ Date: _____

WFDSS Update Submitted By: _____ Date: _____

Attachment 6. Haines Area Fire Management Roles and Responsibilities

The Haines Jurisdictional Area encompasses the Haines Borough, City of Skagway, Chilkat Bald Eagle Preserve, and Haines State Forest. The protection area includes other land owners including National Park Service, US Forest Service, Bureau of Land Management, Bureau of Indian Affairs and ANCSA Village and Regional Corporations.

In March, 2017 the protection responsibility for the Haines Area was transferred from the State of Alaska to the US Forest Service (USFS), Tongass National Forest and was documented in the Alaska Statewide Annual Operating Plan through the boundary change process.

Protection and jurisdictional responsibilities are outlined within the 2015 Alaska Master Cooperative Wildland Fire Management and Stafford Act Response Agreement and the Alaska Interagency Wildland Fire Management Plan. Additional detail regarding responsibilities is included below.

US Forest Service:

- Develop/maintain cooperative agreements with local volunteer fire departments (VFDs) for mutual aid support as well as local incident requests.
- Manage training (IQCS) and dispatch (ROSS) database for USFS AD employees.
- Coordinate with the State of Alaska Training department to ensure USFS AD records are maintained separately from State of Alaska EFF records.
- Manage dispatch (ROSS) database for VFD members or other individuals residing in Southeast Alaska who are certified (red carded) by the State.
- Hire local individuals as AD employees as needed and as program manager deems appropriate.
- Provide safety refresher training (RT-130) for VFDs and address other training opportunities when possible.
- Maintain secure system of locking/access to DOF maintained cache.
- Maintain inventory/use system for cache items and coordinate with State Cache Support to resupply through incident S-numbers when appropriate.
- Communicate with local, regional, and national news organizations to provide information on fire activity, fire season severity, and other fire related topics for Southeast Alaska.
- Coordinate press releases with VFDs and/or the State when appropriate to provide a consistent message to the public.
- Provide prevention signs for Forest Service lands. Ensure signs can be maintained/updated in a timely manner.

State of Alaska / Division of Forestry:

- Provide certification (red cards) for State, local and volunteer fire department members as needed.
- Provide fitness testing and other training as needed to maintain basic firefighter certification for State, local and VFDs.
- Manage training database (IQS) with cooperator/VFD training history.
- Collaborate with local VFDs for assistance grant opportunities.
- Maintain Haines cache facility including maintenance/upkeep, utilities, landscaping, etc.
- Maintain agreed upon inventory of fire equipment for initial/extended attack fire support and basic line/safety gear for AD hires.
- Provide annual refurbish/repair for motorized equipment in cache to ensure pumps, chainsaws, etc. are in good working order.
- Coordinate with the Forest and VFDs when possible to disseminate fire related information.
- Provide prevention signs for State lands. Coordinate with VFDs to address local needs.

Contact List:

USFS

- Public Affairs:
 - Paul Robbins Tongass NF Public Affairs
(907) 228-6201 paul.robbins@usda.gov
- Contacts for training questions/requests:
 - Tristan Fluharty Tongass NF Fire Management Officer
(907) 228-6223 tristan.fluharty@usda.gov
 - Una Pesata Tongass NF Assistant Fire Management Officer
(907) 789-6210 una.pesata@usda.gov
 - Bobette Rowe R-10 Fire Operations Specialist
(907) 743-9458 bobette.rowe@usda.gov

State of Alaska / DOF

- Local Liaison: Greg Palmieri (907)766-2120 greg.palmieri@alaska.gov
- Cache Support: John Hoch (907) 451-2640 john.hoch@alaska.gov
- Public Affairs: Tim Mowry (907) 356-5512 tim.mowry@alaska.gov
- Training: Cindy Forest Elkins (907) 269-8441 cindy.forrest@alaska.gov
- Fire Prevention: Dan Govoni (907) 761-6230 dan.govoni@alaska.gov

Attachment 7. Alaska Native Organizations & Lands

Alaska Regional & Village Native Corporations (ANCSA Corporations)

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

Fire Management Considerations for ANCSA Corporation Lands

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

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

Department of the Interior Manual 620 Chapter 5.3 delegates BLM the responsibility to provide cost-effective wildland fire suppression services on Alaska Native lands:

5.3 Program Requirements. *Nothing in this chapter relieves heads of bureaus/offices of management responsibility and accountability for activities occurring on their respective lands.*

A. *The Bureau of Land Management (BLM) maintains and operates the DOI wildland fire suppression organization in Alaska with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication of suppression systems for DOI bureaus/offices. The BLM provides statewide mobility of wildland fire resources.*

B. *The BLM Alaska Fire Service (BLM-AFS) is authorized to provide safe, cost-effective wildland fire response consistent with approved land, natural and cultural resource management plans on DOI administered land and on lands that require protection under the Alaska Native Claims Settlement Act (ANCSA), as amended (43 U.S.C.1620(e)), hereinafter referred to as Native lands.*

C. *The BLM-AFS executes these services within the framework of approved fire management plans or within the mutually agreed upon standards established by the respective land managers or owners.*

D. *Wildland fire response services and other fire management activities provided on Native lands under the authority of ANCSA will consider Native lands managers on an equal basis with Federal land managers.*

E. Each bureau/office will conduct non-response wildland fire management activities such as planning, education, and prevention, fuels management, establishing wildfire response strategies, and setting priorities for the wildfire response organization on respective bureau lands.

Based on this direction:

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

Tribal Governments

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

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

Fire Management Considerations for Tribal Governments

Tribal governments in Alaska have all the immunities and privileges available to other federally acknowledged Indian tribes by virtue of their government-to-government relationship with the United States as well as the responsibilities, powers, limitations and obligations of such tribes.

Although tribally owned lands are in fee simple status, and fire management responsibilities are not identified in *ANCSA*, *ANILCA*, or *620 DM 5.3*, tribal lands are currently treated similarly to ANCSA Corporation lands for fire management purposes. See *Fire Management Considerations for ANCSA Corporation Lands* above.

Federally Administered Indian Trust Lands (including Native Allotments)

Federally administered Indian trust lands in Alaska include the Annette Island Indian Reservation and some Town Site lots created under the *1891 Townsite Act*.

In addition, restricted-title Alaska Native Allotments are treated as trust lands for the purpose of fire protection. A Native Allotment is a parcel or parcels of land, totaling up to 160 acres, conveyed by restricted deed to an Alaska Native under the terms and conditions of the *Alaska Native Allotment Act of 1906* and 1956 amendment; and the *Alaska Native Veteran Allotment Act of 1998*. 43 U.S.C. §§ 357, 357a, 357b.

Fire Management Considerations for Federally Administered Indian Trust Lands

Department of the Interior Manual 620 Chapter 5.3 delegates wildland fire suppression services for DOI administered lands (including trust lands) to BLM. These services are provided by BLM- Alaska Fire Service (AFS), and by the State of Alaska and US Forest Service through the *Alaska Master Cooperative Wildland Fire Management and Stafford Act Response Agreement (2015 Alaska Master Agreement)*.

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

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

Some of the 229 federally recognized tribes in Alaska have compacted with the BIA through their tribal governments to become a service provider for some allotment owners that are members of the tribe. Compacted tribal governments provide a point of contact, and valuable and pertinent local information for

suppression agencies. Some tribal governments have joined into non-profit consortiums in order to pool resources and provide a better service to the tribal members they represent. Examples of such consortiums include:

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

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

Notwithstanding the compacting process, the BIA never relinquishes its trust responsibility as the Jurisdictional Agency for Trust and restricted-title lands, as long as they remain in trust or in restricted status.

Service Providers are responsible for:

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

