

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

*EXHIBIT C:*

**2016 ALASKA STATEWIDE  
ANNUAL OPERATING PLAN**

**PREAMBLE**

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

**PURPOSE**

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

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## PERIOD OF PERFORMANCE

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

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

### **2. MODIFICATIONS:**

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

### **3. TERMINATION:**

Refer to *Master Agreement*.

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

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

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

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

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 PREVIOUS AOP SUPERSEDED:**

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

## RECITALS

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

### **9. RESPONSIBILITIES:**

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

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

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

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

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

***b. JURISDICTIONAL AGENCIES:***

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

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

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

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

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

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

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

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

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

**c. PROTECTING AGENCIES:**

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

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

The Protecting Agencies will:

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

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

***d. SUPPORTING AGENCIES:***

Refer to *Master Agreement*.

# INTERAGENCY COOPERATION

## 10. COORDINATING GROUPS:

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

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

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

Refer to *Master Agreement*.

## 12. ANNUAL OPERATING PLANS:

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

## 13. INTERAGENCY FIRE DISPATCH CENTERS:

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

### *a. STAFFING*

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

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

**b. RESOURCE ORDERS**

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

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

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

Table 2: Interagency Fire Dispatch Centers					
DNR Protection Area*		AFS Protection Area**		USFS Protection Area	
Area	Location	Zone	Location	Forest	Location
State Logistic Center	Fairbanks	Galena Zone	Galena	Chugach National Forest	Anchorage
Delta Area	Delta	Upper Yukon /Tanana/ Military Zones	Fairbanks	Tongass National Forest	Sitka
Fairbanks Area	Fairbanks				
Tok Area	Tok	*DNR Protection Area includes the Southeast Area in Haines; the DNR resource staff provides fire suppression services and reporting, as needed; there is no fire Interagency Fire Dispatch Center within the Southeast Area.  **Southern Zone located in Anchorage is also under the management of AFS; the Southern Zone dispatch center supports the BLM resource staff and does not function as a fire dispatch center.			
Valdez/Copper River	Copper Center				
Anchorage/Matsu Area	Palmer				
Kenai/Kodiak Area	Soldotna				
Southwest Area	McGrath				

**14. ALASKA INTERAGENCY COORDINATION CENTER:**

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

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

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

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

**b. AICC WEBSITE**

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

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

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

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

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

## **15.INTERAGENCY RESOURCES:**

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

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

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

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

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

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

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

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

Considerations for resource distribution include:

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

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

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

**d. RESOURCE ALLOCATION PRIORITIES**

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

**e. MUTUAL SUPPORT**

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

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

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

**f. EXTENDED STAFFING REQUESTS**

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

**g. SUPPLEMENTAL RESOURCE REQUESTS**

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

***h. SEVERITY FUNDING REQUESTS***

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

***i. FIRE MEDIC PROGRAM***

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

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

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

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

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

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

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

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

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

***l. NATIONAL GUARD***

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

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

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

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

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

***o. ALASKA ORIENTATION BRIEFING***

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

***p. MISCELLANEOUS ASSISTANCE***

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

**1) Meals and Lodging**

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

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

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

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

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

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

## 2) AFS Facilities on Fort Wainwright

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

## 3) McGrath Facilities

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

## 16.STATE TO STATE RESPONSE:

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

## 17.STANDARDS:

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

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

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

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

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

# PREPAREDNESS

## 18. PROTECTION PLANNING:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **22.FIRE PREVENTION:**

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

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

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

## **24. BURNING PERMITS:**

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

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

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

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

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

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

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

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

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

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

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

## **26.SMOKE MANAGEMENT:**

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

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

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

## OPERATIONS

### 27. CLOSEST FORCES CONCEPT:

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

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

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

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

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

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

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

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

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

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

### 28. FIRE NOTIFICATIONS:

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

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

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

## **30. INDEPENDENT ACTIONS:**

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

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

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

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

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

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

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

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

**a. INITIAL RESPONSE**

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

**b. EVACUATIONS**

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

**c. DECISION PROCESS**

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

For all incidents:

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

Additional information regarding WFDSS is located at:

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

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

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

**Table 5: Alaska WFDSS Approval Authorities**

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

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

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

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

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

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

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

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

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

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

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

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

***f. SURVEILLANCE AND MONITORING***

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

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

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

**g. AGENCY-SPECIFIC REPORTING REQUIREMENTS**

Jurisdictional Agencies will follow internal agency requirements.

**h. INVASIVE SPECIES CONTROL**

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

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

**i. POST-FIRE ACTIVITIES**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

# USE AND REIMBURSEMENT OF INTERAGENCY RESOURCES

## 36. APPROPRIATED FUND LIMITATION:

Refer to *Master Agreement*.

## 37. LENGTH OF ASSIGNMENTS:

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

## 38. FIRE SUPPRESSION AND COST SHARE AGREEMENTS:

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

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

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

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

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

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

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

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

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

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

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

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

### 3) Billing Criteria for Complexes

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

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

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

Where:

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

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

**ComplexCode** = Costs charged to complex code

**n** = number of fires in complex

#### **b. AUDITS**

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

### **39. PROCUREMENT:**

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

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

#### **a. HANDBOOKS**

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

***b. INCIDENT BUSINESS OVERSIGHT***

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

***c. EMERGENCY EQUIPMENT AGREEMENTS***

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

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

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

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

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

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

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

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

Dispatch Center is responsible to:

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

Protecting Agency Injury Compensation Office is responsible to:

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

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

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

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

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

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

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

***b. FIELD DELIVERABLE COURSES***

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

**43. TECHNOLOGY SYSTEMS:**

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

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

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

***a. BLM NETWORK ACCESS***

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

**1) AFS Access Guidelines**

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

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

## 2) Special Provisions

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

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

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

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

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

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

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

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

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

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

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

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

**e. COMMUNICATIONS**

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

**1) Radio Frequency Sharing**

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

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

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

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

## 2) Radio Site Maintenance

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

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

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

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

## 44. FIRE WEATHER SYSTEMS:

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

### a. FIRE WEATHER AOP

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

### b. OPERATIONAL GUIDELINES

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

### c. INCIDENT METEOROLOGICAL SERVICES

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

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

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

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

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

***e. ROLES AND RESPONSIBILITIES***

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

***f. AUTOMATIC LIGHTNING DETECTION NETWORK***

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

**45. AVIATION OPERATIONS:**

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

***a. AVIATION SITE MANAGEMENT***

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

***b. PILOT AND AIRCRAFT CERTIFICATION***

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

***c. AVIATION MISSION STANDARDS***

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

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

**d. TEMPORARY FLIGHT RESTRICTIONS NOTIFICATIONS**

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

**e. SANITIZING AIRCRAFT WATER DELIVERY SYSTEMS**

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

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

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

**f. CANADIAN AVIATION RESOURCES**

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

**g. AIRTANKER BASES**

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

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

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

**h. FT. WAINWRIGHT AIRCRAFT OPERATIONS**

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

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

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

AFS will:

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

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

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

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

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

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

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

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

***k. AERIAL MAPPING SERVICES***

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

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

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

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

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

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

## **46. BILLING PROCEDURES:**

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

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

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

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

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

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

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

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

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

**d. ANNUAL FIXED COSTS**

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

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

**1) Federal Agency Billings to DNR**

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

**2) DNR Billings to Federal Agencies**

**i) DNR as Protecting Agency**

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

**ii) DNR as Supporting Agency**

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

### 3) All Parties Billings

All Parties to this Agreement agree to:

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

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

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

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

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

***h. BILLING DOCUMENTATION***

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

**1) Requests for payments from AFS**

All requests for payments from AFS will be mailed to:

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

**2) Requests for payments from DNR**

All requests for payments from DNR will be mailed to:

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

**3) Requests for payments from USFS**

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

**Original Billing Document**

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

**Copy of Billing and supporting Documents**

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

**Tongass and Chugach National Forests**

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

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

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

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

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

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

**47.TRESPASS COST RECOVERY:**

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

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

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

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

## GENERAL PROVISIONS

### 49. PERSONNEL POLICY:

Refer to *Master Agreement*.

### 50. SUPPLEMENTAL FIRE DEPARTMENT RESOURCES:

CURRENTLY NOT APPLICABLE IN ALASKA

### 51. MUTUAL SHARING OF INFORMATION:

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

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

#### *a. PUBLIC INFORMATION*

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

#### 1) Alaska Fire Information Websites

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

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

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

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

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

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

Additional agency-specific public information websites include:

DNR <http://forestry.alaska.gov/fire/current.htm>

FWS-Alaska <http://www.fws.gov/alaska/nwr/visitor/fire/index.htm>

NPS-Alaska <http://www.nps.gov/akso/nature/fire/index.cfm>

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

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

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

## **3) Jurisdictional Agencies**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### 3) Known Sites Database

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

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

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

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

### 4) Final Fire Reports

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

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

### 5) Photographs

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

## 6) WFDSS Points of Contact

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

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

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

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

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

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

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

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

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

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

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

## **52.RECORD RETENTION:**

Refer to *Master Agreement*.

## **53.ACCIDENT INVESTIGATIONS:**

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

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

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

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

Refer to *Master Agreement*.

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

Refer to *Master Agreement*.

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

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

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

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

***b. INCIDENT SUPPORT***

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

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

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

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

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

***d. FRESH FOOD CONTRACTS***

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

**57. TRANSPORTED EQUIPMENT:**

Refer to *Master Agreement*.

**58. AUTHORIZED REPRESENTATIVES:**

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

## SIGNATURES

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

### United States Department of the Interior

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

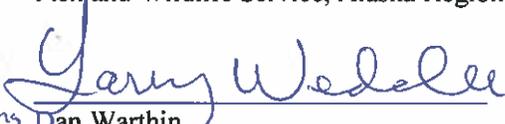
Date: 3/31/2016

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

Date: 4/1/2016

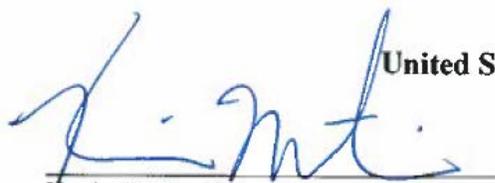
  
\_\_\_\_\_  
Doug Alexander  
Regional Fire Management Coordinator  
Fish and Wildlife Service, Alaska Region

Date: 3/31/2016

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

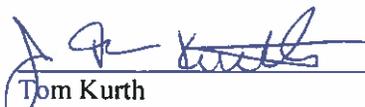
Date: 3/31/2016

### United States Department of Agriculture

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

Date: 4/1/2016

### State of Alaska Department of Natural Resources

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

Date: 3/31/2016

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## Attachment 1. Annual Fixed Costs

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

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

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

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

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

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

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

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

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

### Attachment 3. Website References

The following websites are referenced within the AOP.

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

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

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

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

## Attachment 4. Alaska Native Organizations & Lands

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

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

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

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

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

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

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

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

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

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

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

Based on this direction:

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

## Tribal Governments

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

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

### *Fire Management Considerations for Tribal Governments*

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

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

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

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

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

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

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

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

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

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

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

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

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

Service Providers are responsible for:

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

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

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

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

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

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

### **Initial Decision**

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

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

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

### ***New Decision***

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

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

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

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

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

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

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

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

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

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

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

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

