

## Chapter 70 - Incident Administration

### **Incident Overview**

Refer to the [National Interagency Mobilization Guide](#).

### **Incident Creation**

Incident creation will be conducted in accordance with policy described in the [Alaska Master Agreement](#), the [Alaska Statewide Operating Plan](#) and the [Alaska Interagency Wildland Fire Management Plan](#). For additional information, refer to the [National Interagency Mobilization Guide](#).

### **Incident Record Creation and Data Integration**

Refer to the [Alaska Statewide Operating Plan](#) and the [National Interagency Mobilization Guide](#).

### **NWCG Event Kind and Event Categories (Incident Type)**

Refer to the [National Interagency Mobilization Guide](#).

### **Multiple Events**

Refer to the [National Interagency Mobilization Guide](#).

### **Unprotected Lands**

Lands not covered by the Alaska Master Wildland Fire Management and Stafford Response Act Agreement are unprotected lands and agencies taking action on fires in those areas are responsible for their own costs. Refer to the [Alaska Master Agreement](#), the [Alaska Statewide Operating Plan](#) and the [Alaska Interagency Wildland Fire Management Plan](#) and the [National Interagency Mobilization Guide](#).

### **Incident Naming Protocols**

All wildfires in Alaska follow naming protocols described in the National Interagency Mobilization Guide; however, all wildfires and false alarms are issued a sequential number by AICC which becomes the de facto name for most incidents. Refer to [Fire Numbers](#) below and the [National Interagency Mobilization Guide](#).

### **Unit Identifiers**

Refer to the [National Interagency Mobilization Guide](#).

### **Incident Reporting**

Refer to Chapter 60 as well as the [Alaska Statewide Operating Plan](#).

## Cost Coding

### Interagency Fire and Severity Activities

For cost coding information for the Bureau of Land Management (BLM), Bureau of Indian Affairs (BIA), National Park Service (NPS), Fish and Wildlife Service (FWS), and Forest Service (USFS) refer to the [National Interagency Mobilization Guide](#).

### Alaska Division of Forestry (DOF)

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

Ownership reimbursable code	73X31XXX
Support reimbursable code	73X32XXX
State non-incident support	73X33XXX
Non-Suppression reimbursable projects	73X34XXX
State requesting Northwest Compact support	73X35XXX
Reimbursable support for Lower 48 incidents	73X37XXX
State sending Northwest Compact support	73X38XXX

The first two digits of “73” denotes the ledger number in the State of Alaska accounting system. The third digit “X” is the last digit of the calendar year in which the incident occurred. The remaining “X” s are numeric values assigned by the AICC State Logistics Coordinator. Refer to the [DOF Alaska Incident Business Management Handbook](#) for a complete explanation of DOF cost coding.

### Suppression Cost Coding

AFS Zone Dispatch Centers utilize FireCode via their Computer Aided Dispatch (CAD) application to generate DOI agency suppression charge codes for incidents occurring within their respective Zones.

DOF utilizes an agency specific cost code that is assigned by an AICC Dispatcher (by delegation from the AICC State Alaska Logistics Coordinator) when the fire number is issued. In addition, if an incident falls within federal jurisdiction or requires federal resources, a State Dispatch Center may request a FireCode via Integrated Fire Management (IFM) after notifying AICC of the request. AICC is notified of the fire code via the TTY.

USFS typically utilizes a recurring “ABCD Miscellaneous” cost code to small fires (<300 acres) on Forest Service lands. A unique FireCode with a 2-character USFS “P-code” prefix is assigned for larger incidents, or those for which the USFS intends to collect suppression cost reimbursement. Refer to [FY 2023 Direction for Incident Job Code Use](#).

### Reimbursable Suppression Cost Coding

AICC may authorize reimbursable cost codes for DOF, AFS and USFS suppression actions in the

following circumstances:

- 1) One agency provides suppression assistance or support to another agency (state to federal or federal to state).
- 2) One agency provides suppression action, per terms of the Alaska Statewide Operation Plan, on land for which the other agency has responsibility (state to federal or federal to state).

Reimbursable cost codes are documented in the respective CAD systems and/or the AICC State Logistics Coordinator's log when issued.

Refer to the [Alaska Master Agreement](#) and [Alaska Statewide Operation Plan](#) for additional information.

### ***Requesting a Reimbursable Cost Code***

Reimbursable cost code requests are made via the TTY (or telephone if necessary). The reason for the request shall be stated for documentation (e.g., "...for DOF engine F-21 assist" or "...for NPS ownership").

#### **Example:**

```
AICC
REQUEST STATE CHARGE CODE FOR FIRE 247
FOR DOF DISPATCHER STAFFING GALENA DISPATCH.
GAL CVH 06/14/00 1918
```

### **Fire Numbers**

A unique reference number is issued by AICC for all wildland fire incidents including false alarms. In Alaska, this three-digit sequential number is referred to as the "fire number". The local managing office will assign a fire name to each incident as well for national database reporting requirements; however, the three digit "fire number" is commonly used as the primary reference within Alaska.

### ***Requesting Fire Numbers***

All fire numbers are requested individually via the TTY (or telephone if necessary). The following information is required when requesting a fire number.

- Latitude and Longitude of incident point of origin
- Alaska Wildland Fire Management Option (e.g., Critical, Full, etc.)
- Ownership

Additional information such as fire size, fire behavior and fuel types are beneficial for prioritization if requesting resources but is not required.

**Example:**

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