

1
2 **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT**
3 **EXHIBIT C**
4 **ALASKA STATEWIDE ANNUAL OPERATING PLAN**
5 **2014**
6
7
8
9

10 **PREAMBLE**

11 This Alaska Statewide Annual Operating Plan (AOP) is prepared pursuant to the Master Cooperative
12 Wildland Fire Management and Stafford Act Response Agreement, hereinafter referred to as the Master
13 Agreement, signed and dated in April 2010.
14

15 **PURPOSE**

16 This Alaska Statewide AOP is applicable to all signatory parties within the State of Alaska. It addresses
17 issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and
18 joint activities. The *Alaska Interagency Mobilization Guide (AIMG)* and the *Alaska Interagency*
19 *Wildland Fire Management Plan (AIWFMP)* are incorporated into this AOP by reference.
20
21

ACRONYMS

1		
2	AFS	Bureau of Land Management, Alaska Fire Service
3	AICC	Alaska Interagency Coordination Center
4	AIMG	Alaska Interagency Mobilization Guide
5	AIWFMP	Alaska Interagency Wildland Fire Management Plan
6	AMAC	Alaska Multi-Agency Coordination Group
7	AOP	Annual Operating Plan
8	AS	Alaska Statute
9	AWFCG	Alaska Wildland Fire Coordinating Group
10	BIA	DOI, Bureau of Indian Affairs
11	BLM	DOI, Bureau of Land Management
12	DCIA	Debt Collection Improvement Act of 1996
13	DEC	Alaska Department of Environmental Conservation
14	DHS	United States Department of Homeland Security
15	DM	DOI, Department Manual
16	DNR	State of Alaska, Department of Natural Resources
17	DOA	United States Department of Agriculture
18	DOI	United States Department of the Interior
19	EFF	Emergency Fire Fighter
20	EERA	Emergency Equipment Rental Agreement
21	FEMA	DHS, Federal Emergency Management Agency
22	FMAGP	Fire Management Assistance Grant Program
23	FMO	Fire Management Officer
24	FOIA	Freedom of Information Act
25	FWS	DOI, Fish and Wildlife Service
26	GIS	Geographic Information System
27	IBMH	Incident Business Management Handbook
28	IFM	Integrated Fire Management (formerly known as Alaska Dispatch System)
29	IMT	Incident Management Team
30	KSD	Known Sites Database
31	JIC	Joint Information Center
32	MAC	Multi-Agency Coordination Group
33	MOU	Memorandum of Understanding
34	NIMS	National Incident Management System
35	NIIMS	National Interagency Incident Management System
36	NPS	DOI, National Park Service
37	NRF	National Response Framework
38	NWCG	National Wildfire Coordinating Group
39	OAS	Office of Aviation Services
40	RAWS	Remote Area Weather Station
41	ROSS	Resource Ordering and Status System
42	SLC	State Logistics Center
43	UFMP	Administrative Unit Fire Management Plan
44	USFS	United States Department of Agriculture Forest Service
45	WFDSS	Wildland Fire Decision Support System

2 **Contents**

3 PREAMBLE 1

4 PURPOSE 1

5 ACRONYMS 2

6 RECITALS..... 7

7 1. INTERMINGLED OR ADJACENT LANDS: REFER TO MASTER AGREEMENT..... 7

8 2. PARTIES TO THIS AGREEMENT: REFER TO MASTER AGREEMENT..... 7

9 3. COORDINATED EFFORTS: REFER TO MASTER AGREEMENT..... 7

10 4. STATE RESOURCE AVAILABILITY: REFER TO MASTER AGREEMENT..... 7

11 5. FEDERAL RESOURCE AVAILABILITY: REFER TO MASTER AGREEMENT..... 7

12 6. STAFFORD ACT RESPONSES 7

13 7. EXPECTATIONS 7

14 a. *All Parties*..... 7

15 b. *Jurisdictional Agencies*..... 8

16 c. *Protecting Agencies*..... 10

17 INTERAGENCY COOPERATION 11

18 8. COORDINATING GROUPS 11

19 9. NATIONAL INCIDENT MANAGEMENT SYSTEM: REFER TO MASTER AGREEMENT 11

20 10. ANNUAL OPERATING PLANS 11

21 11. INTERAGENCY FIRE DISPATCH CENTERS 11

22 a. *Staffing*..... 12

23 b. *Resource Orders*..... 12

24 12. ALASKA INTERAGENCY COORDINATION CENTER 13

25 a. *Alaska Interagency Mobilization Guide* 13

26 b. *Internal Movement of Jurisdictional Agency Resources* 14

27 13. INTERAGENCY RESOURCES..... 14

28 a. *Availability*..... 14

29 b. *Daily Statewide Strategy Meeting* 14

30 c. *Statewide Shared Tactical Resources*..... 15

31 d. *Mutual Support*..... 15

32 e. *Extended Staffing Requests*..... 15

33 f. *Supplemental Resource Requests* 15

34 g. *Severity Funding Requests*..... 15

35 h. *Fire Medic Program*..... 16

36 i. *Type 2 Crew Mobilization* 16

37 j. *Interagency or Agency Crews*..... 16

38 k. *National Guard*..... 16

39 l. *Non-DNR State of Alaska Resources*..... 16

40 m. *Alaska Orientation Briefing*..... 17

41 14. STANDARDS 17

42 PREPAREDNESS 17

43 15. PROTECTION PLANNING..... 17

44 16. PROTECTION AREAS AND BOUNDARIES 18

45 17. FIRE PROTECTION AND SUPPRESSION..... 19

1	18.	JOINT PROJECTS AND PROJECT ASSISTANCE	19
2	19.	FIRE PREVENTION	19
3	20.	PUBLIC USE RESTRICTIONS/ ALASKA BURNING RESTRICTIONS AND BURN CLOSURE	
4		PROCEDURES	19
5	21.	BURNING PERMITS.....	19
6	22.	PRESCRIBED FIRE AND FUELS MANAGEMENT.....	20
7	23.	SMOKE MANAGEMENT	20
8		OPERATIONS.....	20
9	24.	FIRE NOTIFICATIONS.....	21
10	25.	CLOSEST FORCES CONCEPT.....	21
11	a.	<i>DNR Delta Area Authority for Donnelly and Fort Greely Training Areas</i>	22
12	b.	<i>DNR Matsu Area Authority for Fort Richardson</i>	22
13	26.	INDEPENDENT ACTION.....	22
14	27.	PROTECTION AREA BOUNDARY LINE FIRES.....	22
15	28.	ESCAPED PRESCRIBED FIRES	22
16	29.	RESPONSE TO A WILDFIRE.....	22
17	a.	<i>Initial Response</i>	22
18	b.	<i>Evacuations</i>	23
19	c.	<i>Decision Process</i>	23
20	d.	<i>Wildland Fire Decision Support System Approval Requirements</i>	23
21	e.	<i>Fires with Federal Emergency Management Agency Reimbursable Expenses (State fires on State</i>	
22		<i>Jurisdiction)</i>	24
23	f.	<i>Surveillance and Monitoring</i>	24
24	g.	<i>Agency-Specific Reporting Requirements</i>	24
25	h.	<i>Post-fire Activities</i>	24
26	30.	DELEGATIONS OF AUTHORITY, BRIEFINGS AND EVALUATIONS	24
27	31.	PRIORITIES	25
28	32.	PRESERVATION OF EVIDENCE.....	25
29	33.	STAFFORD ACT RESPONSE.....	25
30		USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES	25
31	34.	APPROPRIATED FUND LIMITATION: REFER TO MASTER AGREEMENT	25
32	35.	DURATION OF ASSIGNMENTS	25
33	36.	FIRE SUPPRESSION AND COST SHARE AGREEMENTS	25
34	a.	<i>AFS, DNR and USFS Incident Billing Criteria</i>	26
35	b.	<i>Fires That Merge</i>	26
36	c.	<i>AFS, DNR and USFS Complex Billing Criteria</i>	26
37	d.	<i>Audits</i>	26
38	37.	INCIDENT / FIRE BUSINESS MANAGEMENT.....	26
39	a.	<i>Handbooks</i>	27
40	b.	<i>Incident Business Oversight</i>	27
41	c.	<i>Emergency Equipment Agreements</i>	27
42	d.	<i>Property Loss or Damage</i>	27
43	e.	<i>Medical Transport, Treatment and Transfer to Home Unit</i>	27
44	38.	EQUIPMENT AND SUPPLIES	28
45	a.	<i>Warehouse Catalog</i>	28
46	b.	<i>Incident Support</i>	28
47	c.	<i>Property Loss or Damage</i>	29
48	d.	<i>Fresh Food Boxes</i>	29
49	e.	<i>Interagency Cache Planning</i>	29

1	39.	LICENSING: REFER TO MASTER AGREEMENT.....	29
2	40.	TRAINING.....	29
3	a.	<i>Emergency Fire Fighter (EFF) Training</i>	29
4	b.	<i>Field Deliverable Courses</i>	30
5	41.	TECHNOLOGY SYSTEMS.....	30
6	a.	<i>BLM Network Access</i>	30
7	b.	<i>GIS and Information Technology Applications</i>	31
8	c.	<i>Teletype</i>	31
9	d.	<i>Integrated Fire Management</i>	31
10	e.	<i>Communications</i>	31
11	42.	FIRE WEATHER SYSTEMS.....	32
12	a.	<i>Fire Weather AOP</i>	32
13	b.	<i>Incident Meteorological Services</i>	33
14	c.	<i>Automatic Lightning Detection Network</i>	33
15	d.	<i>National Fire Danger Rating System Remote Automated Weather Stations (NFDRS-RAWS)</i>	33
16	43.	AVIATION OPERATIONS.....	34
17	a.	<i>Aviation Site Management</i>	34
18	b.	<i>Certification</i>	34
19	c.	<i>Standards</i>	34
20	d.	<i>Temporary Flight Restrictions Notifications</i>	34
21	e.	<i>Sanitizing Water Drafting or Scooping Aircraft and Helicopter Buckets</i>	35
22	f.	<i>Canadian Resources</i>	35
23	g.	<i>Airtanker Bases</i>	35
24	h.	<i>Ft. Wainwright Aircraft Operations</i>	36
25	i.	<i>Fire Scene Organization and Communications</i>	36
26	j.	<i>Non-Tactical Aviation Resources</i>	36
27	k.	<i>Aerial Mapping Services</i>	37
28	l.	<i>Forms for Documentation</i>	37
29	m.	<i>Reimbursable Costs</i>	37
30	44.	BILLING PROCEDURES.....	37
31	a.	<i>In-State Fires with FEMA Reimbursable Expenses</i>	37
32	b.	<i>Joint Projects and Project Assistance (Fuels)</i>	38
33	c.	<i>Meals and Lodging for Resource Ordered and Subsisted Personnel</i>	38
34	d.	<i>Annual Fixed Costs</i>	38
35	e.	<i>Suppression and Non-Specific Suppression Support</i>	38
36	f.	<i>Stafford Act Responses</i>	39
37	g.	<i>Documentation</i>	39
38	h.	<i>Administrative Overhead Rate</i>	39
39	i.	<i>Billing Process and Addresses</i>	39
40	j.	<i>Alaska Fire Service and Department of Natural Resources Billing</i>	39
41	k.	<i>BIA, FWS, NPS, and DNR Cost Recovery Process</i>	40
42	l.	<i>Department of Natural Resources and U.S. Forest Service Billing</i>	40
43	45.	TRESPASS COST RECOVERY.....	41
44	46.	PURCHASER, CONTRACTOR, OPERATOR, PERMITTEE, ETC., FIRES: REFER TO MASTER	
45		AGREEMENT.....	41
46	47.	STAFFORD ACT USE AND REIMBURSEMENT.....	41
47		GENERAL PROVISIONS.....	41
48	48.	WILDFIRE / INCIDENT INFORMATION.....	41
49	a.	<i>AICC and National Interagency Coordination Center Situation Reports</i>	41
50	b.	<i>AICC</i>	42

1	c. <i>Protecting Agency and Incident Management Teams</i>	43
2	d. <i>Jurisdictional Agencies</i>	43
3	e. <i>Protocol</i>	43
4	49. MISCELLANEOUS ASSISTANCE	43
5	a. <i>AFS Facilities on Fort Wainwright</i>	43
6	b. <i>McGrath Facilities</i>	43
7	c. <i>Meals and Lodging</i>	43
8	50. PERSONNEL POLICY	44
9	51. MUTUAL SHARING OF INFORMATION	44
10	a. <i>Alaska Fire Information Websites</i>	44
11	b. <i>GIS Protocols</i>	44
12	c. <i>Photographs</i>	45
13	d. <i>Final Fire Reports</i>	45
14	e. <i>WFDSS Points of Contact</i>	45
15	52. ACCIDENT INVESTIGATIONS	45
16	53. WAIVER: REFER TO MASTER AGREEMENT.....	46
17	54. MODIFICATION.....	46
18	55. ANNUAL REVIEW	46
19	56. DURATION OF AGREEMENT	46
20	57. PREVIOUS AGREEMENTS SUPERSEDED.....	46
21	58. AUTHORIZED REPRESENTATIVES	46
22	SIGNATURES.....	47
23		
24	Figure 1: Agencies and Jurisdictions	8
25	Figure 2: Interagency Fire Dispatch Centers.....	12
26	Figure 3: AICC Staffing and Funding 2014.....	13
27	Figure 4: Due Dates and Protection Planning Tasks.....	17
28	Figure 5: AFS-DNR Billing Due Dates and Tasks	40
29	Figure 6: DNR and USFS Billing Due Dates and Tasks.....	40
30		
31	Attachment 1: Annual Fixed Costs	48
32	Attachment 2: Suppression and Non-Specific Support Items	51
33	Attachment 3: Websites Referenced	53
34	Attachment 4: Documentation of Funded Research	56
35	Attachment 5: Example of News Release Format	57
36	Attachment 6: Alaska WFDSS Data Standards	58
37	Attachment 7: Alaska Interagency Protocols for Fire Behavior Requests in WFDSS.....	61
38	Attachment 8: Alaska Burning Restrictions and Burn Closure Procedures	63
39		
40		

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16

RECITALS

- 4 1. Intermingled or Adjacent Lands: Refer to Master Agreement.
- 5 2. Parties to this Agreement: Refer to Master Agreement
- 6 3. Coordinated Efforts: Refer to Master Agreement
- 7 4. State Resource Availability: Refer to Master Agreement
- 8 5. Federal Resource Availability: Refer to Master Agreement
- 9 6. Stafford Act Responses

10 7. Expectations

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

17 a. All Parties

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

- 19 1) The protection of human life is the single, overriding fire management priority. Setting
20 priorities among protecting human communities and community infrastructure, other
21 property and improvements, and natural and cultural resources will be done based on
22 values to be protected, human health and safety, and the cost of protection.
- 23 2) The Parties will ensure their capability to provide safe, cost-effective fire management
24 programs in support of land and resource management plans through appropriate
25 planning, staffing, training, equipment and management oversight.
- 26 3) The Parties will cooperate with each other, interested parties, and the public to prevent
27 unauthorized ignition of wildfires.
- 28 4) All Parties will use compatible planning processes, training and qualification
29 requirements, operational procedures, management option designations, and public
30 education programs for all fire management activities.
- 31 5) Each will maintain a membership in the Alaska Wildland Fire Coordinating Group
32 (AWFCG). It is the responsibility of each member to participate in the decision-making
33 process and ensure their respective agencies are made aware of decisions that will affect
34 them.
- 35 6) Agency administrators will ensure that their employees are trained, certified, and made
36 available to participate in the wildland fire program locally, regionally, and nationally as
37 the situation demands. Employees with operational, administrative, or other skills will
38 support the wildland fire program.
- 39 7) As requested and based on availability of resources, any Party may provide assistance to
40 another for planning and implementing prescribed fires and other fuel treatment projects.
- 41 8) All Parties will provide qualified personnel to participate in workgroups, committees, and
42 training.

- 1 9) All Parties will support wildland fire research, identify needs and priorities, provide
 2 personnel and logistical support, and assist with technology transfer and implementation
 3 of research results. (See Attachment 4)
- 4 10) All Parties shall comply with statutes, laws, Executive orders, and policies relating to
 5 nondiscrimination. These include, but are not limited to Sections 119 and 504 of the
 6 Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of
 7 race, color, religion, sex, age, national origin, marital status, familial status, sexual
 8 orientation, participation in any public assistance program, or disability. Pursuant to 41
 9 CFR Ch. 60-1.4 all parties recognize that they are obliged to abide by and include the
 10 equal opportunity clause contained in the Federal Executive Order 11246, Section 202, in
 11 each of its government contracts, should there be contracts as a result of this agreement.

12 **b. Jurisdictional Agencies**
 13 Jurisdictional Agencies are responsible for all planning documents i.e. land use, resource and fire
 14 management plans, for a unit’s wildland fire and fuels management program. Figure 1 lists the
 15 agencies and their jurisdictions. If a Jurisdictional Agency Administrator or Fire Management
 16 Officer (FMO) is dissatisfied with the services provided by the Protecting Agency or if there is an
 17 issue or concern irresolvable at the local level, that information should immediately be elevated to
 18 their regional/statewide fire management staff to adjudicate and discuss with the Alaska Fire
 19 Service (AFS) Manager, the DNR Chief of Fire and Aviation, or USFS R10 Fire Specialist.
 20 Lessons learned from this process should be included in the Interagency Fall Fire Review agenda.

21 **Figure 1: Agencies and Jurisdictions**

<i>Agency</i>	<i>Jurisdictions</i>
Alaska Department of Natural Resources	City, Borough and Municipalities Private fee simple lands State Parks, Forests, Mental Health, and other state lands State Critical Habitat Areas, Range Areas, Refuges and Sanctuaries (joint w/Alaska Department of Fish & Game) Lands “Tentatively Approved” for conveyance to the State DNR-issued permits and leases
Alaska Native Corporations as established by the Alaska Native Claims Settlement Act (AFS acts the Agency Administrator Representative, when necessary)	Regional or village corporate lands: patented or under an “Interim Conveyance” to a corporation
Bureau of Indian Affairs	Native Allotments (patented or certificated)
Bureau of Land Management	Native Allotment Applications National Conservation Area National Petroleum Reserve-Alaska National Recreation Area National system of public lands as defined in Federal Land and Management Policy Act BLM-issued permits and leases Selected lands (Alaska Native or State)
National Park Service	National Parks and Preserves National Monuments in Mainland AK

	NPS-issued permits and leases
U.S. Army Alaska in conjunction with the Bureau of Land Management	Military Training Areas (BLM-managed lands withdrawn for military purposes). The AFS Military FMO works with US Army and BLM to determine Jurisdictional Agency for fires on these lands.
U.S. Fish and Wildlife Service	National Wildlife Refuges FWS-issued permits and leases
U.S. Forest Service	National Forests National Monuments in Southeast AK USFS-issued permits and leases

Jurisdictional Agency administrators are responsible to:

- 1) Ensure management actions taken by the Protecting Agency are compliant with unit plans and Jurisdictional Agency policy.
- 2) Set the strategic fire direction pre-season as defined in the AIWFMP; ensure management option designations are appropriate and reviewed annually; and identify general restrictions and constraints on their administrative unit. Management option change procedures are addressed in the AIWFMP.
- 3) Identify resources and sites which require site-specific protection in accordance with the AIWFMP and input sites in Known Sites Database. (See Clause 51 Known Sites Database)
- 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 strategic incident objectives and constraints to ensure land and resource management objectives are met and documented during the decision support process. For incidents on federal lands or Alaska Native village and regional corporation lands, use of Wildland Fire Decision Support System (WFDSS) is required.
- 6) Approve the incident's decision document 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) Assign, as the incident complexity warrants, an Agency Representative and/or Resource Advisor.
 - a. BIA service contractor providers serve as Resource Advisors for Native Allotments.
- 9) Participate in Incident Management Team (IMT) briefings 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 concerning resource conditions, policies and management objectives for their agency.
- 11) Participate in IMT closeouts and contribute to the written evaluation of their 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 standards that address wildfire suppression activity damage repair.
- 14) Determine the need for, develop and manage Emergency Stabilization and Burned Area Restoration activities.

- 15) Notify Protecting Agencies of stream crossing permit requirements where necessary per Alaska Department of Fish and Game.
- 16) Manage fire prevention and education programs.
- 17) Manage hazardous and habitat fuels programs.
- 18) Coordinate and manage fire closure/restriction programs for agency lands.
- 19) Annually provide the Protection Agency FMO with known cultural and resource sites that will be in need of protection.
- 20) Annually provide the Protection Agency FMO with locations of known sites of water-borne invasive species to prevent contamination to adjacent water sources.

c. Protecting Agencies

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 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 are the DNR, the Bureau of Land Management-AFS, and the USFS. 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 Jurisdictional Agency's request.
- 3) Determine and document the incident location, management option and cause.
- 4) Implement the initial response based on management option designation and notify the appropriate Jurisdictional Agency of any fire detected on or threatening that agency's lands in accordance with the AIWFMP.
- 5) Complete an analysis as determined by agency policy to determine the complexity of a fire to assist in the selection process of the appropriate management organization for complex incidents.
- 6) Assign an Incident Commander for initial and extended responses.
- 7) Develop and jointly sign a Delegation of Authority to implement the decision document when the incident complexity is Type 3 or greater.
- 8) Provide supervision and support including oversight, direction and logistical support for all wildfires.
- 9) Assign a Protecting Agency liaison to out-of-state IMT's.
- 10) Conduct initial IMT briefings with the affected Jurisdictional Agencies.
- 11) Conduct IMT closeouts and consolidate IMT evaluations and Incident Summary completed by the Protecting Agency and affected Jurisdictional Agencies.
- 12) Complete wildfire suppression activities damage repair.
- 13) Fulfill interagency reporting requirement as directed in the AIMG and provide Jurisdictional Agencies with final fire reports within 10 days after declaring the fire out.

- 1 14) In Full and Critical Management Option areas, fires that escape initial attack and all fires
2 100 acres or greater, submit fire perimeter data timely for ongoing incidents and final fire
3 perimeter files with the final fire report for display on the AICC website and inclusion in
4 the Geographic Information System (GIS) Fire History file using GIS protocols.
5 15) Provide fire surveillance updates including latest perimeter maps for ongoing fires as
6 negotiated (i.e. every 5 days or defined within the WFDSS Course of Action) with the
7 Jurisdictional Agencies.
8 16) Provide wildland fire management related training to Jurisdictional and other Protecting
9 Agencies employees, including emergency fire fighters based on needs and available
10 training space.
11 17) Collaborate with Jurisdictional Agencies and IMTs on media releases that provide fire
12 statistics and on-going suppression/management actions on fires. Questions regarding
13 Jurisdictional Agency policy or actions will be referred to them.
14 18) Distribute annual step-up and draw down plans to Jurisdictional Agencies. Discuss when
15 resource levels and/or fire conditions have triggered step-up or draw down plans during
16 daily tactical meeting.
17 19) Provide final fire size and final perimeter once a fire is determined out. Collaborate with
18 Jurisdictional Agencies to acquire data.
19 20) Complete stream crossing permit requirements where necessary per Alaska Department
20 of Fish and Game as identified on Jurisdictional lands
21

22 INTERAGENCY COOPERATION

23

24 8. Coordinating Groups

25 Alaska Interagency Wildland Fire Management Plan

26 The AWFCG is responsible to review and update, as warranted, the AIWFMP. That plan and its
27 appendices are available at <http://fire.ak.blm.gov/administration/awfcg.php>

28 The AIWFMP is a component of this Statewide AOP.

29 The purpose of AIWFMP is to promote a cooperative, consistent, cost-effective, interagency approach to
30 wildland fire management and it is the interagency reference for wildfire operational information. It
31 specifies direction for the response to a wildfire that is based on the management option designation and
32 provides guidelines to Jurisdictional and Protecting Agencies for decision support direction as the
33 complexity of a wildfire increases.

34 9. National Incident Management System: Refer to Master Agreement

35 10. Annual Operating Plans

36 Zone/Area/Forest/local Jurisdictional Units AOPs will be incorporated as attachments to this AOP when
37 completed and as appropriate. The format for all AOPs between parties who are signatory to the Master
38 Agreement should be similar to this Statewide AOP and address local operating procedures. Signed AOP
39 should be submitted annually no later than May 15 to agency representatives listed below in Clause 58;
40 USFS AOPs should be submitted to the R6/10 Incident Business Coordinator. AOPs are valid until a new
41 AOP is signed and submitted.

42 11. Interagency Fire Dispatch Centers

43 The Interagency Fire Dispatch Centers by Protecting Agency are listed below in Figure 2.

1 a. Staffing

2 The Interagency Fire Dispatch Centers are staffed prior to May 1 and after August 15 as
 3 determined by the Protecting Agency. Between May 1 and August 15, most centers operate
 4 from 08:00 to 18:00 hours, 7 days per week. Galena and Southwest Area are exceptions to
 5 the aforementioned dates. Center hours are extended as needed. All Interagency Fire
 6 Dispatch Centers will have an after-hours and off season contact protocol.

7 The Interagency Fire Dispatch Centers are staffed, funded, and supported by the Protecting
 8 Agencies responsible for the Zone, Area or Forest in which they are located (See Figure 2
 9 below).

10 b. Resource Orders

11 AFS dispatch works under a two-tier system. Orders flow from the AFS Zones to the Alaska
 12 Interagency Coordination Center (AICC). DNR works under a three tier system; resource
 13 orders are placed from the Areas to the State Logistics Center (SLC); if SLC is unable to fill
 14 the resource request, the resource order is placed by SLC to AICC. For the National Forest
 15 Service, USFS resource requests are placed with forest dispatch to AICC. Reference the
 16 AIMG for more specific information.

17 Resource orders for the Jurisdictional Agencies will be processed through their local
 18 Protecting Agency fire dispatch center with the exception of regional office orders which are
 19 processed by AICC. When Protecting Agencies' dispatch offices are seasonally closed, each
 20 dispatch office will make arrangements with AICC for dispatching Jurisdictional Agency
 21 resources. Details will be located in the AIMG (ROSS permission transferred from local
 22 dispatch to AICC). Affected Jurisdictional Agencies will be notified.

23 Employees performing virtual (off-site i.e. Fire Behavior Analyst) incident assignments will
 24 be ordered through the standard dispatch ordering system. A charge code will be provided on
 25 the resource order. In the event that the employee is ordered to support multiple incidents or
 26 to work with a decision support center supporting multiple incidents, the employee will be
 27 provided multiple incident charge codes or a large fire support code by the ordering unit or
 28 incident supervisor. (See NWCG Memo #13-2011 at
 29 <http://www.nwcg.gov/general/memos.htm>).

30
 31 **Figure 2: Interagency Fire Dispatch Centers**

<i>Interagency Fire Dispatch Centers</i>					
<i>DNR Protection Area*</i>		<i>AFS Protection Area**</i>		<i>USFS Protection Area</i>	
<i>Area</i>	<i>Location</i>	<i>Zone</i>	<i>Location</i>	<i>Forest</i>	<i>Location</i>
State Logistic Center	Fairbanks	Galena Zone	Galena	Chugach Nat'l Forest	Anchorage
Delta Area Fairbanks Area	Delta Fairbanks	Upper Yukon /Tanana/ Military Zone	Fairbanks	Tongass Nat'l Forest	Sitka

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.
Valdez/Copper River	Tazlina	
Anchorage/Matsu Area	Palmer	**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.
Kenai/Kodiak Area	Soldotna	
Southwest Area	McGrath	

1

2 **12. Alaska Interagency Coordination Center**

3 The AICC serves as the focal point for statewide tactical resource coordination, logistics support, and
 4 predictive services for all state and federal agencies involved in wildland fire management and
 5 suppression in Alaska. AICC is located at the AFS facilities in Fairbanks; AFS provides office space and
 6 furniture, office equipment and supplies, and telecommunications, computers, network access and
 7 support. AFS bills costs associated with these items to DNR in the Annual Fixed Costs Bill for
 8 Collection.

9 Positions are staffed and funded by the employing agency as shown in Figure 3.

10

11 **Figure 3: AICC Staffing and Funding 2013**

<i>Position</i>	<i>Agency</i>	<i>Position</i>	<i>Agency</i>
Center Manager	AFS		
Logistics Coordinators (3)	AFS DNR USFS	Logistics Dispatchers • Overhead (1) • Aircraft (3) • Equipment (2)	AFS
Intelligence Coordinator (1)	DNR	Intelligence Dispatchers (1)	AFS
Fire Weather Program Manager (1 shared position)	NPS		
Fire Behavior Specialist (1)	DNR		
Tactical Resources Coordinator (1)	AFS	Tactical Resources Dispatchers (3)	AFS DNR

12

13 a. **Alaska Interagency Mobilization Guide**

14 The AIMG is published annually by April 15, and is the reference guide for interagency
 15 mobilization. All changes should be submitted to AICC by March 31 using the Change
 16 Request Form located <http://fire.ak.blm.gov/logdisp/aimg.php>.

17 The AIMG identifies policy and agreements that establish the standard procedures that guide
 18 the operations of multi-agency logistical support activities. The guide is an extension of
 19 agency manuals, handbooks, directives, and instructional memorandums relating to logistical

1 support. It is intended to promote uniformity of logistical support communications, facilitate
2 interagency dispatch coordination, and ensure that the most timely and cost-effective support
3 services are provided. This guide is designed to accommodate amendments as needed. The
4 AIMG is a component of this Statewide AOP by reference and is available at
5 <http://fire.ak.blm.gov/logdisp/aimg.php>. AICC Website

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

12 b. Internal Movement of Jurisdictional Agency Resources

13 Internal Jurisdictional Agency mobilization of agency resources within Alaska and to/from
14 the Lower 48 is at the discretion and cost of that agency. These internal movements may be
15 accomplished without the use or notification of AICC. However, placing these resources on
16 a Resource Order and statusing those in the Resource Ordering and Status System (ROSS) is
17 recommended to facilitate tracking their use and availability while in Alaska.

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

22 13. Interagency Resources

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

28 a. Availability

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

35 b. Daily Statewide Strategy Meeting

36 During the fire season, as necessary, daily meetings include the DNR statewide preposition
37 conference call, the AFS Tactical Meeting and Area/Zone/Forest briefings. Each Protecting
38 Agency will decide which resources will be made available for standby, pre-positioning, or
39 commitment to an incident. The AICC USFS Logistic Coordinator will be the focal point for
40 USFS resources. During the Daily Statewide Strategy Meeting (routinely attended by the
41 DNR Fire Operations Forester, the AFS Chief, Division of Fire Operations, and the AICC
42 Manager, and available to jurisdictional representatives), the final distribution of resources
43 will be made. The location and status of the statewide shared tactical resources will be
44 conveyed to the Agencies and Interagency Fire Dispatch Centers via the teletype and/or
45 Integrated Fire Management (IFM).

46 Considerations for resource distribution include:

- 1 • Use of all available in-state resources
- 2 • Ordering of additional resources from the Lower 48 or Canada
- 3 • Alaska and National Preparedness Levels
- 4 • Severity funding requests both agency-specific and interagency
- 5 • Draw down and Step Up plans

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

11 c. Statewide Shared Tactical Resources

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

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

18 d. Mutual Support

19 The Protecting Agencies may request tactical resources from each other for initial response
20 without processing a Resource Order. OF-288 time sheets will be completed and signed
21 before tactical and/or support resources are released. If this is not possible, teletype or email
22 approval of hours worked is acceptable.

23 Jurisdictional Agency resources may respond based on a verbal request from the Protecting
24 Agency but follow up documentation on a Resource Order is required or approved Time
25 Report. (Crew Time Report (CTR) or an Emergency Firefighter Time Report (OF 288)).

26 Any non-Stafford Act, non-fire response request requires a Reimbursable Agreement be in
27 place prior to filling a request.

28 e. Extended Staffing Requests

29 All requests for extended staffing must be approved and a charge/reimbursable code assigned
30 by the Protecting Agency FMO. The use of local Jurisdictional or Protecting Agency
31 resources will be documented at the local dispatch level to support overtime authorizations
32 and billing procedures and be provided to the regional fire management offices. For cost
33 recovery billing by the Jurisdictional Agency (see AOP Clauses 36 and 44k), a Resource
34 Order is required for extended staffing by Jurisdictional Agency resources.

35 f. Supplemental Resource Requests

36 Cost incurred for supplemental resource request mobilizations and assignments will be
37 apportioned as decided at the Daily Statewide Strategy Meeting and included in the Bill for
38 Collection for Suppression and Non-Specific Suppression Support. The cost apportionment
39 will be documented on the Resource Orders through AICC.

40 g. Severity Funding Requests

41 Information on federal severity funding is available at:
42 http://www.nifc.gov/policies/pol_severity_funding.html

43 Severity funding may be used to temporarily increase or extend seasonal firefighting staff and
44 resources; provide for extended use of aircraft or additional aircraft and resources; pay for

1 standby; and increased fire prevention activities.

2 h. Fire Medic Program

3 The Fire Medic Program is managed by an AFS Safety and Occupational Health Specialist
4 and the DNR Division of Forestry Safety Officer. The physician sponsor is the Medical
5 Director of the program. The AFS Safety and Occupational Health Specialist is the Fire
6 Medic Coordinator.

7 The “Alaska Interagency Wildland Fire Medic Policy” and its appendices, including the
8 Program’s Standard Operating Guidelines, are the program’s managing documents. Copies
9 are available from the Fire Medic Coordinator. See the AIMG for ordering procedures.

10 DNR provides the administrative support to process all hiring, payroll, worker’s
11 compensation, travel and other miscellaneous expenses associated with EFF Medics.

12 AFS funds the Fire Medic Coordinator and is responsible for the program’s management and
13 operations. This includes stocking and maintaining all Fire Medic kits, training of Fire Medic
14 personnel, and mobilization of Fire Medics, kits and support equipment and supplies. The
15 Coordinator will also ensure all Fire Medics have the necessary personal protective clothing
16 and other warehouse items needed for their assignments.

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

24 i. Type 2 Crew Mobilization

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

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

30 j. Interagency or Agency Crews

31 Type 1 and Type 2 IA interagency or agency crews will be used as available. By June 1, all
32 Type 1 and Type 2 IA crews should complete their annual training and/or certification
33 requirements. For Type 1 crew certification requirements, reference *the Standards for*
34 *Interagency Hot Shot Crew Operations*
35 (http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf); Type 2 IA crews will meet
36 *Interagency Standards for Fire and Fire Aviation Operations* (Red Book) standards. See
37 AIMG for ordering procedures.

38 k. National Guard

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

41 l. Non-DNR State of Alaska Resources

42 DNR will process requests for State of Alaska employees and ensure that Reimbursable
43 Services Agreements are in place. Costs are reimbursable to DNR and included with the
44 Suppression and Non-Specific Suppression Support billings.

1 m. Alaska Orientation Briefing

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

4 14. Standards

5 The hiring or employing agencies are responsible for ensuring that local government or structure fire
6 department personnel utilized on wildland fires are trained and qualified to the National Wildland Fire
7 Coordinating Group's *National Interagency Incident Management System Wildland Fire Qualification*
8 *Guide (Publication 310-1)* (<http://www.nwccg.gov/pms/docs/docs.htm>), the *USFS Fire and Aviation*
9 *Management Qualifications Guide* (<http://www.fs.fed.us/fire/publications/>) and/or the US Fire
10 Administration's *Skills Crosswalk Wildland Training for Structural Firefighters*
11 (http://www.usfa.fema.gov/downloads/pdf/wildland_training_crosswalk.pdf). Each agency will provide
12 coordination and payment of personnel and equipment, as needed, when local government or structure
13 fire department resources are required within their respective Protection Areas. These costs may be
14 reimbursable per terms of local agreements. Personnel and equipment of these departments will be
15 utilized only in their areas of specialized expertise, jurisdiction and qualification. Additional guidance is
16 contained in the *Red Book* (http://www.nifc.gov/policies/pol_intgncy_guides.html).

17
18
19 PREPAREDNESS

20
21 15. Protection Planning

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

23 **Figure 4: Due Dates and Protection Planning Tasks**

<i>Due Date</i>	<i>Protection Planning Task</i>
January AWFCG Meeting	1) AWFCG review and update of AIWFMP. (AWFCG SOP) 2) AWFCG selects or affirms the Alaska Type 1 & 2 Incident Commanders for the upcoming fire season. (AWFCG SOP) 3) Teletype hub at AFS is operational year round. (Clause 41c) 4) Integrated Fire Management (IFM) system is operational year round. (Clause 41d)
February 1	Nominations for Type 1 & 2 IMT members are due to the applicant's AWFCG Operations Committee Agency Representative. IMT nomination procedures are located at http://fire.ak.blm.gov/logdisp/overhead.php / under Logistics and Dispatch.
Month of February	AWFCG Operations Committee and Incident Commanders (Type 1&2) select IMT members, Trainees and Apprentices.
March 1	1) Deadline for submitting AIWFMP Management Option designation changes to AFS per the Management Option Change Procedures under Documents at http://fire.ak.blm.gov/content/admin/awfcg/C.%20Documents/Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan/Alaska%20Interagency%20Wildland%20Fire%20Management%20Plan%202010.pdf 2) Deadline for submitting protection area boundary changes to AFS. (Clause 16) 3) 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 51b)

	4) Updated Federal and State of Alaska Geographic Area Supplements available with rates for Emergency Equipment Rental Agreements for upcoming fire season. (Clause 37c).
March 15	Master Agreement reviewed; Alaska Statewide AOP updated by the signatories to this Agreement and signed by regional and statewide fire staffs. (Clause 55)
March 31	AIMG changes submitted to AICC. (Clause 12a)
April – 1 st week	IMTs, Agency Administrators and Fire Management Officers Spring Meeting. Alaska Team SOP's finalized this week.
April 1	1) Historic Fire Perimeter file updated with prior year data and available from AFS (Clause 51bi) 2) Management Option and Known Sites Database files updated and available from AFS for current year. (Clauses 51bii) 3) Strategic Objectives per management option for each unit updated in WFSS 4) IFM system annual updates completed 5) DNR desired RAWS operational dates to AFS (Clause 42d)
April 1- Aug 31	1) Official State of Alaska Fire Season; 2) State Burning Permits required (Clause 21)
April 1 – Sept 20	Principle operating period for Alaska Fire Weather Program (Clause 42)
April 15	AIMG available for current fire season (Clause 12a)
May 1 – Aug 15	Dispatch Centers staffed 0800-1800 7 days per week with the exception of Galena and Southwest Area (Clause 11a)
May 1	DNR and AFS exchange information on their fueling services and vendors available for aircraft operations. (Clause 43)
May 15	1) Area/Zone/Forest AOPs completed, reviewed and signed, as needed. 2) DNR provides the list of aircraft that will routinely operate on AFS ramp on Ft. Wainwright to AFS Aviation. (Clause 43g2)
May 20	Lightning Detection Network operational.
June 1	All Alaska Type 1 and Type 2 IA crews have completed their annual training and/or certification requirements. (Clause 13j)
October 2 nd week	1) Interagency Fall Fire Review (AWFCG SOP) 2) Type 1&2 Incident Commander nominations are due to the Operations Committee. (IMT Nominations & Selection Process)
Nov 1	Known Sites Database updated (Clause 51bii)

1

2 16. Protection Areas and Boundaries

3 Each Area/Zone/Forest maintains a map atlas. The information currently available electronically is the
4 Protection Area boundaries, the Jurisdictional Agency lands, Known Sites, Native Allotments and the
5 management option designations. The official records for land status are the Master Title Plats.

6 Changes to the Protection Area boundaries may be made at the recommendation of the Jurisdictional or
7 Protecting Agency staff. Documentation will include a description of the change, a map, and the
8 justification for the change. The document will be signed by the Protecting Agency and Jurisdictional
9 Agency(s) FMO(s). This document will be submitted to the affected Protecting Agency managers and
10 affected regional fire management staffs for final approval. The final approval and other documentation
11 will be forwarded to the AICC by March 1 to update their map atlas and coordinate the update of the
12 electronic files. A copy of the documentation will be kept on file at AICC.

1 17. Fire Protection and Suppression
2 The Protecting Agencies will provide fire detection coverage based on levels of lightning activity and
3 human use or at the Jurisdictional Agency's request.

4 Upon discovery, the Protecting Agency is responsible to determine, verify and document the incident
5 location, the Jurisdictional Agency, management option, and cause, and implement the initial response
6 based on the management option designation as described in the AIWFMP. Notification procedures are
7 addressed in the AIWFMP and Clause 25 of this AOP.

8 18. Joint Projects and Project Assistance
9 Joint plans will be completed in accordance with agency policies. Costs allocations will be agreed upon
10 and documented in the project plan.

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

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

16 Additional guidance for the federal agencies is contained in the *Red Book under* Federal Agencies
17 Assistance in the Fuels Management Chapter.

18 19. Fire Prevention
19 Fire prevention programs are agency-specific; communication, collaboration and cooperation among the
20 agencies are encouraged. Alaska prevention brochures including Alaska Firewise and other educational
21 materials are available at <http://fire.ak.blm.gov/administration/awfcg.php>.

22 20. Public Use Restrictions/ Alaska Burning Restrictions and Burn Closure Procedures
23 Fire restrictions and area closures will be coordinated by affected Jurisdictional Agencies and
24 implemented under those agency's regulations. When the AMAC is active, fire restrictions and closures
25 may be suggested by that group and implemented following procedures outlined in Attachment 8: Alaska
26 Burning Restrictions and Closures.

27 21. Burning Permits
28 Within DNR Protection Area DNR requires burn permits for debris burning during the fire season (April
29 1 to August 31); however, there are areas where burning permits are not required. Information on DNR
30 burn permits and permit regulations is located at <http://forestry.alaska.gov/fire/burnpermits.htm>. Burn
31 permits are subject to burn restrictions and suspensions. (This is distinct from public use restrictions
32 identified above and applies only to those areas and activities that require a burn permit under DNR
33 regulations.) State laws and regulations pertaining to burning practices apply statewide all year ([Alaska](#)
34 [Statute 41.15.010-41.15-170](#) and [11 AAC95 Article 6](#)). Penalties may apply for unsafe burning. Permits
35 are required for burning piles, mowed lawns and fields of grasses or brush. Federal agencies are exempt
36 from the DNR permit requirements if the project is covered under an agency approved Prescribed Fire
37 Plan.

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

39 All federal and state agencies and the general public are required to follow the Alaska Department of
40 Environmental Conservation (DEC) permitting regulations for prescribed burning. An Open Burn
41 Approval is issued by DEC. Those regulations are available at
42 <http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf>. The DEC Open Burn Approval Applications are
43 available at <http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECOpenburn.pdf>

1 22. Prescribed Fire and Fuels Management

2 Prescribed fires are planned, conducted and reported based on individual agency policy. Minimum
3 requirements for Federal Agencies are described in the *Interagency Prescribed Fire Planning and*
4 *Implementation Procedures Guide* available at
5 http://www.nwccg.gov/branches/ppm/fpc/archives/fire_policy/index.htm

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

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

18 For Jurisdictional Agency prescribed fires, the Protecting Agency will designate an IC before burn
19 implementation and this resource should be identified within the approved operational plan. This may be
20 the Burn Boss if qualified, or another onsite resource.

21 Billing procedures and charge codes will be established prior to orders being placed and included in the
22 project plan as described in Clause 18. Extended hours for the Interagency Fire Dispatch Center will be
23 negotiated prior to ignition. Costs may include required dispatch staffing beyond normal business hours,
24 travel and transportation expenses, crew salaries, and other project expenses incurred by the Protecting
25 Agency.

26 23. Smoke Management

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

30 The AWFCG-approved “Smoke Effects Mitigation and Public Health Protection Protocols” are available
31 at <http://fire.ak.blm.gov/administration/awfcg.php>.

32 For current smoke information and forecast, regulations, advisories, and educational materials, refer to the
33 DEC website <http://www.dec.state.ak.us/air/anpms/index.htm>.

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

42
43 OPERATIONS

1 24. Fire Notifications

2 The AIWFMP contains notification requirements the Protecting Agencies follow to inform the
3 Jurisdictional Agencies of wildfire occurring on their lands. The federal agencies are mandated to use
4 WFDSS to document fire occurrence on their lands and lands for which they have the responsibility to
5 provide fire protection (Alaska Native regional and village corporation lands and Native Allotments). A
6 phone call to the Jurisdiction FMO or their designee and a WFDSS entry suffice for notification. For
7 incidents on state, private and municipal lands, a WFDSS entry and a phone call to the assigned contact
8 are also sufficient for notification. Some units have requested that the Fire Notification Form be utilized
9 in addition to the WFDSS entry. The use of the Fire Notification Form is recommended, and may best
10 function to document notification of Alaska Native regional and village corporations, local governments,
11 and other agencies/entities not normally associated with fire activity.

12 In addition to the Jurisdictional Agency notifications listed in the AIWFMP, the following notification
13 protocols will be followed: (Reference Exhibit B for contact names and phone)

- 14 • When a wildfire occurs on in-holdings (Native and State Selected lands, Native allotments,
15 Native corporation lands, and private lands), within the boundaries of a National Park or
16 Wildlife Refuge, the appropriate park or refuge fire staff will be notified.
- 17 • For wildfires occurring in the DNR Protection Area that affect Alaska Native, BLM, FWS or
18 NPS lands, the AFS Military FMO or the Duty Officer will also be notified.
- 19 • For wildfires occurring or threatening Native allotments, the BIA Regional Fire Management
20 Officer will be notified.
- 21 • For wildfires occurring in the AFS Protection Area on lands where the DNR is the
22 Jurisdictional Agency (State, private and municipal lands), the DNR Fire Operations Forester
23 is the Jurisdictional Agency representative to be notified by AFS.
- 24 • For wildfires occurring in USFS Protection Area where the DNR is the Jurisdictional Agency
25 (State, private and municipal lands), the Jurisdictional Agency representative to be notified
26 by the USFS are:
 - 27 ○ For the Chugach National Forest, the Kenai-Kodiak Area Forester.
 - 28 ○ On the Tongass National Forest for incidents occurring from Cape Fanshaw south,
29 the Southern Southeast Area Forester.
 - 30 ○ In the Tongass National Forest for incidents occurring from Cape Fanshaw north,
31 including ABC islands, the Northern Southeast Area Forester.
- 32 • For wildfires occurring on lands managed by the U.S. Army-Alaska, the Military Fire Chief,
33 the Natural Resource Specialist and the Installation Range Manager at each location will be
34 notified by the AFS Military Zone FMO.
 - 35 ○ Note: AFS has an agreement with the U.S. Army-Alaska to provide suppression and
36 fuels management services on BLM lands withdrawn for Army use, but does not
37 have agreements with the Air Force or Coast Guard and for lands under military
38 ownership (ex. Fort Wainwright cantonment area).
- 39 • For wildfires on Clear Air Force Station, Fairbanks Area will notify appropriate USAF Fire
40 Chief at Clear.

41 25. Closest Forces Concept

42 Reference Clause 24 and 26 in the Master Agreement and Clause 29 below.

43 The Protecting Agency FMO is responsible to dispatch closest available and appropriate forces for initial
44 response.

45 The following also applies:

1 a. DNR Delta Area Authority for Donnelly and Fort Greely Training Areas
2 For lands located in the Donnelly and Fort Greely Training Areas, the Army Fire Chief
3 may request initial response assistance directly from the DNR. For lands located in the
4 Donnelly and Fort Greely Training Areas, the Army Fire Chief may request initial
5 response assistance directly from the DNR in Critical and Full Management Option areas.
6 All requested suppression costs incurred by DNR are reimbursable by AFS unless
7 covered by a local mutual aid agreement. The AFS Military FMO will be immediately
8 notified of the request and response. The Delta Area Forester and AFS Military FMO
9 will negotiate extended response operations.
10

11 b. DNR Matsu Area Authority for Fort Richardson
12 For lands managed by the U.S. Air Force at Joint Base Elmendorf-Richardson (JBER),
13 the JBER Fire Chief may request initial response assistance directly from the DNR.

14 26. Independent Action

15 The Protecting Agency retains operational control of the incident regardless of who is responding. The
16 Party taking action will promptly notify the Protecting Agency to identify what other resources are
17 enroute and ensure mitigation of safety issues. See Clause 29 below.

18 27. Protection Area Boundary Line Fires

19 See Master Agreement Clauses 16 and 27 and also reference the notification procedures in the AIWFMP
20 and those listed in Clause 25 of this AOP.

21 28. Escaped Prescribed Fires

22 When a prescribed fire is declared a wildfire, the Protecting Agency FMO will assume operational control
23 with the cooperation of Jurisdictional Agency and the Burn Boss. A wildfire number will be assigned and
24 all wildfire management costs will be charged to that number. Decision support documentation is
25 required regardless of fire cause. The acreage burned after the prescribed fire was declared a wildfire is
26 reported as wildfire acreage in the final fire report. Reference Clause 29 below for the requirements for
27 the decision process.

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

30 29. Response to a Wildfire

31 Operational control, as defined in Exhibit A Wildland Fire Glossary of Terms, of wildfire incidents is the
32 responsibility of the Protecting Agency. The Protecting Agency FMO will assign an Incident
33 Commander and provide supervision and support including oversight, direction and logistical support for
34 wildfires. When the fire is not staffed, the Protecting Agency FMO will retain operational control. The
35 Protecting Agency will be responsible for fulfilling daily interagency incident reporting requirements and
36 will complete the final fire report which will be provided to the Jurisdictional Agencies. Jurisdictional
37 Agencies are responsible for all fire reporting required by internal agency policy. When practical, the
38 Protecting Agency will provide digital photos (aerial preferred) to the Jurisdictional Agency for decision
39 support documentation.

40 a. Initial Response

41 The Protecting Agencies will initiate a response based on the management option designation
42 and notify the appropriate Jurisdictional Agency of any fire detected on that agency's lands in
43 accordance with the AIWFMP and Clause 25 of this AOP. A non-standard response may be
44 used at the discretion of the Jurisdictional Agency or by the Protecting Agency when
45 necessary and will be documented in a Decision Document. Procedures for non-standard

1 responses are in the AIWFMP. For more information on Aviation Operations, Fire Scene
2 Organization and Communications during initial response, refer to Clause 43.

3 b. Evacuations

4 Evacuations procedures will be handled by local authorities.

5 When a wildfire occurs inside an organized Borough, the Borough's emergency
6 manager will be the contact point for declared evacuations. The Borough will
7 typically be the primary agency for evacuee support.

8 c. Decision Process

9 Decisions for extended response, non-standard responses and converted prescribed fires will
10 be documented using WFDSS and will support the strategic objectives defined by the
11 Jurisdictional Agency. (Reference Attachment 6 and 7 - Alaska WFDSS Protocols.) The
12 Protecting Agencies will initiate the WFDSS process by entering the required information
13 into the Incident Information tab within the WFDSS program Protecting Agencies will
14 transfer the "ownership" as defined within WFDSS to the appropriate Jurisdictional
15 Agencies; both Jurisdictional and Protecting Agencies will work collaboratively to complete
16 documentation as required. For all incidents:

- 17 • Public and firefighter safety issues are the primary considerations.
- 18 • Protecting Agency will complete a Risk Complexity Analysis. The Protecting
19 Agency will authorize and provide oversight for all incident resources regardless of
20 the complexity level.
- 21 • The operational guidelines for special management considerations are contained in
22 the AIWFMP and in Unit Fire Management Plans and will be included in the
23 decision documentation in WFDSS.
 - 24 ○ Retardant will not be used on federal lands without prior approval of the
25 agency administrator unless there is an immediate threat to life.
 - 26 ○ Each agency's structure and site protection policies will be reviewed and
27 applied as directed by the Jurisdictional Agency and based on priorities, the
28 overall statewide fire situation and resource availability.

29 d. Wildland Fire Decision Support System Approval Requirements

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

33 WFDSS decisions document the strategic objective and management constraints, the fiscal
34 component and the course of action. Decisions require collaborative efforts by the
35 responsible agency for each of those components to arrive at viable decisions. In WFDSS,
36 decisions will be approved by each agency: the primary responsibilities are for:

- 37 • the Jurisdictional Agency(s) to identify the strategic objectives, management
38 requirements and constraints,
- 39 • the fiscally responsible agency (AFS has fiscal approval authority for DOI and
40 Alaska Native lands) to provide cost oversight and
- 41 • the Protecting Agency FMO to develop implementable courses of action to meet
42 objectives and budgets.

43 Additional approvals may be required as noted in the Red Book.

44 **Note:** BIA Regional Fire Management Officer is the approval authority for incidents
45 involving Native Allotments.

1 e. Fires with Federal Emergency Management Agency Reimbursable Expenses (State fires
2 on State Jurisdiction)

3 If incident expenditures qualify for the Fire Management Assistance Grant Program
4 (FMAGP) under Federal Emergency Management Agency (FEMA), a new incident
5 number/FIRECODE may be issued to track expenses during the FEMA qualifying period.
6 This grant program is applicable to fires occurring on state and private lands regardless of
7 Protecting Agency. Reference Clause 44 below for billing procedures and documentation
8 requirements.

9 f. Surveillance and Monitoring

10 Periodic surveillance will continue for the duration of the wildfire to evaluate fire behavior
11 and threats. Surveillance frequency will be coordinated between the Protecting Agency and
12 the Jurisdictional Agency; both agencies will notify the Interagency Fire Dispatch Center
13 prior to departure of a surveillance flight.

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

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

20 g. Agency-Specific Reporting Requirements

21 The Jurisdictional Agency will follow internal agency requirements.

22 h. Post-fire Activities

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

25 Jurisdictional Agencies are responsible for post fire assessments and Emergency Stabilization
26 and Burned Area Rehabilitation projects per agency policy and funding. For DOI agencies,
27 additional information is found at <http://www.fws.gov/fire/ifcc/Esr/home.htm> and for USFS
28 direction is located at <http://www.fs.fed.us/biology/watershed/burnareas/index.html>.

29 30. Delegations of Authority, Briefings and Evaluations

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

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

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

45 IMT evaluations, minutes from the closeout, and IMT Incident Summary will be forwarded to the

1 Protecting Agencies' Chief of Fire Operations. Lessons learned from the IMT debriefings will be an
2 Interagency Fall Fire Review agenda item.

3 31. Priorities

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

8 32. Preservation of Evidence

9 All fires suspected of being human-caused will be investigated to the degree possible by the initial
10 response Incident Commander. The Jurisdictional Agency will be notified immediately of suspected
11 human-caused fire and will determine if the fire scene is to be formally investigated and if so, will
12 provide an investigator. The Jurisdictional Agencies may pursue any legal actions deemed necessary.
13 When incidents impact multiple agencies lands, collections will be pursued jointly and cooperatively by
14 each affected agency to the extent practical.

15 The Incident Commander will:

- 16 • Locate and protect the point of origin of fire.
- 17 • Search for and protect evidence.
- 18 • Identify and document witnesses and other persons at fire scene (Name and contact
19 information, if possible).
- 20 • Document observations, actions, and findings.

21 33. Stafford Act Response

22 In Alaska, AFS is the operational lead for National Response Framework Emergency Support Function
23 #4 Firefighting. Stafford Act Subtitle B Section 621 (c) 1 allows for the mobilization of State resources.

24

25 USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

26

27 34. Appropriated Fund Limitation: Refer to Master Agreement.

28 35. Duration of Assignments

29 Incident Commanders will release initial response resources to their primary responsibilities as soon as
30 priorities allow or unless otherwise agreed to by the home unit of the initial response resources. With the
31 exception of smokejumpers, who will be released within 48 hours from the initial response and whose use
32 beyond 48 hours will be negotiated. (Also reference the AIMG section that addresses Work/Rest, Length
33 Of Assignment, and Days Off; Day off policies are agency specific.)

34 36. Fire Suppression and Cost Share Agreements

35 For more billing details reference Clause 44 of this AOP and Exhibit D.

36 There is no billing between federal agencies for expenses incurred on wildfires on federal lands.
37 (Interagency Agreement for Wildland Fire Management among the BLM, BIA, NPS, FWS and the USFS,
38 FY2010-FY2015, Section VI.B.1.)

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

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

8 AFS is fiscally responsible for the costs of wildfires on DOI administered lands and Alaska Native lands
9 other than those in southeast Alaska; DNR is fiscally responsible for costs of wildfires on State, private
10 and municipal lands; USFS is the responsible party for costs incurred on National Forests and Alaska
11 Native lands in southeast Alaska. This does not diminish the oversight role of Jurisdictional Agency
12 administrators.

13 a. AFS, DNR and USFS Incident Billing Criteria

- 14 • When the initial actions upon discovery are an effort to extinguish the wildfire, the costs
15 will be apportioned based on the acres burned and the associated responsible fiscal
16 agency.
- 17 • When the initial action upon discovery is surveillance, or site specific protection, all costs
18 incurred are attributed to the agency on whose land the wildfire originated and billed to
19 the party that is fiscally responsible.
- 20 • Costs will be apportioned for non-standard responses on a case-by-case basis and will
21 follow the protocols listed above.

22 b. Fires That Merge

23 A Cost Share Agreement may be appropriate to delineate final cost allocations per fire number.
24 (See ICS209 and agency final fire reports directions for reporting requirements and reference
25 <http://www.nwcg.gov/general/memos.htm> for NWCG Memo 14-2011 for additional
26 considerations.)

27 c. AFS, DNR and USFS Complex Billing Criteria

28 Unless otherwise directed in a Cost Share Agreement, when wildfires are assigned to a complex,
29 costs for each fire within the complex will be apportioned as described above under AFS, DNR
30 and USFS Incident Billing Criteria.

31 Unless the following direction is superseded by a Cost Share Agreement approved by the AFS
32 Manager, DNR Chief of Fire and Aviation and/or the USFS Director of Fire, Fuels and Aviation,
33 complex costs that cannot be attributed to individual fires will be prorated. DNR and AFS agree
34 that costs attributed to an individual fire equates to the effort involved in managing that fire.
35 Therefore, it is assumed that complex costs that cannot be assigned to an individual fire can be
36 apportioned as a percentage of effort/cost attributed to each fire. Every effort will be made to
37 assign costs to individual fires that are appropriate to that fire. Only costs that cannot be
38 reasonably attributed to an individual fire will be assigned to the complex.

39 d. Audits

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

43 37. Incident / Fire Business Management

44 Fire business management and accountability for costs are the responsibility of the Protecting Agency
45 managing the incident; Protecting Agencies will abide by their own agency procurement regulations. Pay
46 rates and business practices are dependent on employing agency.

- 1 Supply and Equipment purchases require supporting Resource Order numbers in order to be reimbursed.
2 Alaska personnel on their home unit and acting within the scope of their authority are not required to be
3 assigned to the incident in ROSS.
- 4 a. Handbooks
5 Each agency will follow their administrative regulations and procedures for management of fires
6 within their established Protection Areas. DNR uses the *Alaska Incident Business Management*
7 *Handbook* (<http://forestry.alaska.gov/fire/incidentmanagement.htm>). AFS and USFS use the
8 *Interagency Incident Business Management Handbook* (IBMH) (NFES 2160)
9 (<http://www.nwccg.gov/pms/pubs/pubs.htm>) and policy memorandums. AFS Supplemental
10 Business Practices are available
11 <http://fire.ak.blm.gov/afs/organization/bustech/incbusmgmt/incbusmgmt.php>
- 12 b. Incident Business Oversight
13 For any Type 1 or Type 2 incident, the Protecting Agency is responsible to provide an
14 administrative briefing to the IMT that includes cost reporting, incident finance package, Incident
15 Business Advisor (for Type 1 Incidents), and agency-specific requirements. The Protecting
16 Agency will also provide oversight in regards to cost management, expenditure of funds, and
17 agency procurement regulations, etc. Thresholds for assigning an Incident Business Advisor and
18 Large Fire Cost Reviews are contained in the *Red Book*.
- 19 c. Emergency Equipment Agreements
20 The Federal and State of Alaska Geographic Area Supplements that list the rental rates are
21 updated every two years and are posted on the DNR Division of Forestry website under
22 Equipment hiring (<http://forestry.alaska.gov/equipment.htm>) and the AFS website
23 <http://fire.ak.blm.gov/afs/> under Business and Technology, Incident Business Management,
24 Chapter 20. DNR will provide Emergency Equipment Rental Agreement (ERRA) rates in 2014;
25 AFS will provide rates by March 1, 2016. USFS uses AFS rates.
- 26 Under current DOI regulations, EERAs must be incident-specific and supported by a resource
27 order with a unique equipment number. All billing is contingent upon that resource
28 order/equipment number. If the equipment is reassigned, the item must be closed out on the
29 original EERA, a new resource order/equipment number assigned, and a new EERA agreement
30 established and signed by the vendor.
- 31 d. Property Loss or Damage
- 32 • Personal property claims for loss or damage on an incident will be adjudicated and
33 processed by the employee's (permanent/seasonal/casual/EFF) home agency in
34 accordance with that agency's policy. The Protecting Agency managing the incident is
35 responsible to document claims and forward them to the individual's home agency.
 - 36 • Tort Claims (third party claims) for loss/damage related to the incident will be
37 adjudicated by the responsible Protecting Agency.
 - 38 • Contract Claims (emergency equipment rental or other agency contract/procurement
39 agreement) will be adjudicated by the agency responsible for establishment and/or
40 payment of the contract.
- 41 e. Medical Transport, Treatment and Transfer to Home Unit
42 The Protecting Agency will facilitate medical treatment for all Employees/casuals assigned to
43 incidents until they are released to their point of hire. The Hiring Unit facilitates medical
44 treatment for employees and casuals once returned to Alaska upon release from Lower 48
45 incidents due to injury/illness. The responsible Dispatch Center will arrange travel within Alaska.
46

1 Incidents notify the appropriate Dispatch Center of medical transport.

2
3 Dispatch Center is responsible to:

- 4 • Arrange transportation from incident to Fairbanks or Anchorage.
- 5 • Notify Injury Compensation Office of inbound medevac/transport including name of
6 injured individual, time, method and location of arrival.
- 7 • Provide Checkin/Checkout Point of Contact for Injury Compensation staff providing
8 medevac/transport.
- 9 • Coordinate with the FMO and IC to determine if the medically released individual will be
10 returned to the incident. Arrange appropriate travel arrangements (incident or point of
11 hire) based on the decision.
- 12 • Notify the IC of individuals released directly to their point of hire and make appropriate
13 travel arrangements.

14 Injury Compensation Office is responsible to:

- 15 • Coordinate prompt medical treatment.
- 16 • Arrange for subsistence (food and lodging) if required.
- 17 • Ensure completion of appropriate injury compensation documents.
- 18 • Notify Dispatch Center when medevac/transport is complete location of injured
19 employee.
- 20 • Notify Dispatch Center of Administrative Services staff return to duty or arrival home.
- 21 • Notify Dispatch Center of medical release to full duty or return to the point of hire.
- 22 • Notify and provide all documentation to appropriate Hiring Unit.
- 23

24 38. Equipment and Supplies

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

32 a. Warehouse Catalog

33 The Alaska Interagency Catalog of Fire Supplies and Equipment will be jointly maintained
34 between AFS and DNR. The catalog will be produced, in agreed upon quantities, by each
35 agency on alternating years. (AFS in odd numbered years, DNR in even numbered years.) It
36 is available at <http://fire.ak.blm.gov/afs/fireops/akcache.php>

37 b. Incident Support

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

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

1 and return printouts.

2 The incident or receiving agency will be responsible for returning to the issuing agency, all
3 supplies and equipment not consumed by the incident in a timely manner by the most
4 practical and cost-effective means. Equipment and supplies shall be returned in the same
5 condition as when received, reasonable wear and tear accepted. Backhaul and rehabilitation
6 of equipment and supplies shall be negotiated between sending and receiving caches. All
7 costs incurred including parts, replacement, and/or labor shall be charged to the appropriate
8 incident number or charge code. Equipment issued will be billed to the incident or receiving
9 agency at time of issue; credit will be processed once the item is in serviceable status i.e.
10 refurbishment is completed and item is available for issue.

11 Equipment transported or operated by supporting agency personnel in transit to or from an
12 incident is considered under the control of the supporting agency. When arrangements are
13 made with a transportation service provider to deliver equipment, the party making
14 arrangements for the transportation should ensure that the transportation service provider will
15 be responsible for all loss and damage to equipment or supplies consigned on the bill of
16 lading until received by the consignee.

17 Costs of non-consumable (durable or accountable property) items purchased in support of an
18 incident may be deducted from the cost of that incident, or transferred to the requesting
19 agency with costs adjusted based on percentage of ownership of the incident.

20 The federal fire caches generate and exchange the Fire Loss Tolerance Reports. (Reference
21 Chapter 30 of the IBMH and the current version of the *Red Book*.)

22 c. Property Loss or Damage

23 Equipment that is destroyed or lost shall be properly documented and a report will be
24 submitted to the issuing cache no later than 30 days following the incident inventory.
25 Equipment damaged while under the control of the Protecting Agency will be repaired at the
26 expense of the Protecting Agency, unless damage occurred because of negligence by the
27 supporting agency.

28 Refer to the *Red Book* and both the IBMH and the Alaska IBMH.

29 d. Fresh Food Boxes

30 Reference the AIMG for the process to requests fresh food boxes.

31 e. Interagency Cache Planning

32 AFS and DNR are planning for an interagency combined cache. AFS will coordinate the
33 planning effort. Costs apportionment will be negotiated and billed with Annual Fixed Costs.

34 39. Licensing: Refer to Master Agreement.

35 40. Training

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

40 a. Emergency Fire Fighter (EFF) Training

41 EFF crews will be trained and receive physical fitness testing in accordance with the *Alaska*
42 *Emergency Fire Fighter Crew Management Guide*. AFS and DNR are responsible for training
43 and physical fitness testing for EFF crews in their Protection Area. Currently USFS does not
44 sponsor any EFF crews.

1 EFF Crew Boss training will be conducted on an interagency basis on odd numbered years. EFF
2 Crew Boss training is hosted by the AFS. The cost of instructors and trainees is the responsibility
3 of their employing agency.

4 b. Field Deliverable Courses

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

11 41. Technology Systems

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

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

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

20 a. BLM Network Access

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

25 *i. AFS Access Guidelines*

- 26 ○ Unrestricted access to the BLM trusted network will be provided only to trusted users
27 who have cleared the National Agency Check (NAC) and completed the requirements to
28 initiate the NAC with written Inquiries (NACI). Personal Identity Investigation
29 credentials will then be issued. Costs associated with the processing of the NAC and
30 NACI will be the responsibility of the BLM.
- 31 ○ It is the responsibility of all agencies to ensure that only trusted users are afforded access
32 to BLM's network.
- 33 ○ All users on BLM's trusted network will be granted full access to information in the
34 Public Releasable and Agency General Information groupings.
- 35 ○ Access to information in the Agency Sensitive Information grouping will be granted by
36 the host agency to specifically authorized employees and employee groups and to
37 individually authorized contractor personnel.
- 38 ○ Access to information in the Agency Very Sensitive Information grouping (primarily law
39 enforcement information) will be granted only to individually authorized personnel.

40 *ii. Special Provisions*

41 All personnel will comply with the Information Technology security policies established by
42 the Computer Security Act of 1987, OMB A-130, Appendix III, BLM's security policies and
43 the Homeland Security Presidential Directive #12. A copy of these policies is available
44 http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm and
45 http://www.whitehouse.gov/omb/circulars_a130_a130trans4

1 b. GIS and Information Technology Applications

2 AFS agrees to maintain the mutual use GIS files, databases and IT applications and servers for
3 utilization and access by other agencies. AFS will include other agencies in development of user
4 requirement for these files, databases and applications.

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

7 The DNR contribution to the Interagency GIS and IT Mapping Application development and
8 support is included as an Annual Fixed Cost. This support includes but is not limited to: Known
9 Sites, Fires, and Integrated Fire Management (IFM) coverages, etc. That amount will be
10 evaluated annually and listed in Attachment 1.

11 c. Teletype

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

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

25 d. Integrated Fire Management

26 DNR will provide and maintain the Integrated Fire Management (IFM) system as a situational
27 awareness tool for resources and incidents. The IFM will be operational year-round and seasonal
28 updates will be completed by April 1. Jurisdictional Agencies will be provided read-only access
29 as requested.

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

- 32 • available resources including air tankers, smokejumpers, helicopters, engines, and
33 crews);
- 34 • active fires by Management Option and Jurisdictional Agency;
- 35 • a summary of staffed fires by Area/Forest;
- 36 • daily Preparedness Levels and staffing plans
- 37 • BLAST – relevant radio logs filtered by agency, Jurisdictional Agency, and job type.

38 e. Communications

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

42 i. *Radio Frequency Sharing*

43 Each Protecting Agency Area /Zone /Forest has local frequencies on which they operate. The
44 Interagency Fire Dispatch Centers for that Area/Zone /Forest are responsible for assigning

1 and tracking the incident frequencies and all resources assigned to an incident are permitted
2 to use assigned frequencies. The DNR and AFS have agreed to share assigned frequencies
3 for the purpose of initial response, logistical support, preparedness, and administrative traffic
4 on a non-interfering basis. DNR and USFS have a similar agreement. The USFS does not
5 have any frequencies dedicated to wildland fire in Alaska.

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

10 All agencies will coordinate the deployment of equipment using frequency assignments with
11 the principle licensee to avoid frequency/interference conflict. At Alaska Preparedness Level
12 4 &5 or as fire activity warrants a statewide interagency Communications Coordinator is
13 activated and assigned to the AICC.

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

19 ii. Radio Site Maintenance

20 For 2014 AFS will provide radio site preventive maintenance at four DNR sites in the
21 McGrath area (Horn Mountain, Mount X, Cloudy Mountain, and the McGrath station. DNR
22 will adopt the Interior Telecommunications Coordinating Group (ITCG) radio equipment,
23 shelters, solar panels and batteries for all sites maintained by AFS. Existing shelters will
24 remain in place providing they meet the OSHA standards for confined space.

25 Based on the outcome of the Radio Frequency Sharing Proof of Concept project, AFS may
26 decommission the Tatalina Mountain DNR communication site.

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

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

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

38 42. Fire Weather Systems

39 Predictive services products and fire weather indices are posted at <http://fire.ak.blm.gov>. The
40 principal operating period for the Alaska Fire Weather Program is April 1 through September 1.

42 a. Fire Weather AOP

43 The National Weather Service - AWFCG Fire Weather AOP is available at:

44 <http://firewx.arh.noaa.gov/>.

1 **Operational Guidelines**

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

6 **b. Incident Meteorological Services**

7 The provisions described in the Interagency Agreement for Incident Meteorological Services in
8 Response to State-Requested Assistance of Wildland Fire Management (IMET Agreement)
9 between the NWS and USFS, along with the procedures detailed within the AIMG will be
10 followed for the use of Incident Meteorologist to support responses to wildfires.

11 **c. Automatic Lightning Detection Network**

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

18 **d. National Fire Danger Rating System Remote Automated Weather Stations (NFDRS-RAWS)**

19 The Alaska WIMS and NFDRS-RAWS programs provide the foundation for the operation of the
20 NFDRS and the Canadian Forest Fire Danger Rating System (CFFDRS) within Alaska. The goal
21 of these programs is to produce an accurate assessment of the wildland fire potential across all
22 units to support planning and implementation of the Alaska's fire management program.

23
24 This list of roles and responsibilities identifies the point of contact for each element in the
25 weather data collection and archiving in Alaska. This point of contact will work with the other
26 affecting agencies and individuals to ensure the weather data is properly collected and archived.

27
28 Roles and Responsibilities:

- 29 • NFDRS-RAWS Equipment Maintenance – As defined in the Interior Telecommunications
30 Coordinating Group (ITCG) – Alaska Agreement.
- 31 • NFDRS-RAWS Site Maintenance – Owning Agency
32 Owning agency will work with local protection unit to determine most efficient way to
33 maintain the vegetation at the NFDRS-RAWS location to meet NFDRS standards.
- 34 • WIMS Station Catalog – Protection Agency
35 The Protection Agency will update the station catalog to include green-up date and freeze-up
36 date including ensuring the location information is correct.
- 37 • WIMS Weather Observation Input – Protection Agency
38 Daily weather observations will be confirmed (automatic stations) or entered (manual
39 stations) by the protection agency.
- 40 • WIMS Oversight and Review – Predictive Services
41 Predictive services will routinely review the weather observations and station functionality to
42 ensure data is captured. Any edits completed in the AFS Weather Database by Predictive
43 Services will also be completed in WIMS. In addition if Predictive Services detects any
44 station outages, they will work with the ITCG to obtain that data on the site maintenance.
45 Predictive Services will maintain the Access Control list in WIMs for FWS, NPS, DNR and
46 BLM.

47 Interagency point of contact for NFDRS-RAWS performance and data review is the AICC
48 Fire Weather Program Manager.

1 The DNR will coordinate with AFS on scheduled maintenance and establish desired
2 operational dates for NFDRS-RAWS sites, and communicate them to AFS by March 1 of
3 each year. The DOI apportions the cost for NFDRS-RAWS maintenance through the Interior
4 Telecommunications Coordinating Group AOP and those costs, excluding labor (see Clause
5 41e ii - Radio Maintenance) are included in the Bill for Collection for Annual Fixed Costs.

6 The DOI will calibrate and maintain the below identified DNR NFDRS-RAWS sites:
7 Chatanika, T-Lake, Stoney River, Telida, Willow, Ninilchik, Salcha, Goodpaster, Paxson,
8 Flat, Homer, Chitina, Angel Creek, George Creek, Tok River Valley, Big Lake, Gold King,
9 Skilak Guard, Chistochina, and Point MacKenzie.

10 The USFS is responsible for the operation and maintenance of NFDRS-RAWS located within
11 the Tongass and Chugach National Forests.

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

14 43. Aviation Operations

15 For information on the mobilization, use, management and the various types of aircraft available, refer to
16 the AIMG. By May 1 each year, the AFS, NPS, FWS, USFS and DNR provide each other with aviation
17 operations information which includes fueling services and vendors available.

18 a. Aviation Site Management

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

21 b. Certification

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

25 c. Standards

- 26 • All interagency missions defined as a mission with federal and state employees assigned
27 to the aircraft operation regardless of which agency is managing the incident or aircraft,
28 will comply with the more stringent policies and will meet Interagency Aviation Safety
29 and Personal Protective Equipment standards.
- 30 • When a mission is under the operational control of the DNR and only DNR employees
31 are assigned, DNR policies are applicable.
- 32 • For guidance regarding the use of the non-federally approved airtankers under the
33 operational control of the DNR, refer to National MAC *Guidelines for the Use of*
34 *Tactical Aviation Resources, Appendix 7*
35 [http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Re](http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Resource_Management.pdf)
36 [source_Management.pdf](http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7_Aviation_Resource_Management.pdf)
- 37 • All federal contract and agency pilots will comply with the interagency pilot
38 duty/days off standard listed in the in *Interagency Standard for Fire and Fire*
39 *Aviation Operations*. https://www.nifc.gov/policies/pol_ref_redbook_2014.html.
- 40 • All fuel delivery systems will meet agency safety standards and will comply with
41 whichever standard is more stringent. Both AFS and DNR will provide aircraft servicing
42 at their ramps on a reimbursable basis.

43 d. Temporary Flight Restrictions Notifications

44 When a Temporary Flight Restriction (TFR) is issued for an incident, the Jurisdictional Agency

1 and adjacent Jurisdictional Agencies that may be impacted by the TFR should be notified by the
2 Protecting Agency

3 e. Sanitizing Water Drafting or Scooping Aircraft and Helicopter Buckets

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

10 Mitigation measures should be expected in the rinsing of equipment between missions if sites
11 containing known water-borne invasives such as Elodea were used as water sources. Additional
12 resource reference at:

13 [http://www.arcgis.com/explorer/?open=58468e809209415685f50396745295cf&extent=-](http://www.arcgis.com/explorer/?open=58468e809209415685f50396745295cf&extent=-17537610.5514776,8372130,-15362902.4485224,9797923)
14 [17537610.5514776,8372130,-15362902.4485224,9797923](http://www.arcgis.com/explorer/?open=58468e809209415685f50396745295cf&extent=-17537610.5514776,8372130,-15362902.4485224,9797923)

15 f. Canadian Resources

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

20 g. Airtanker Bases

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

- 23 • The application of suppression chemicals will follow the guidelines in *Interagency*
24 *Standard for Fire and Fire Aviation Operations*, available at
25 https://www.nifc.gov/policies/pol_ref_redbook_2014.html.

26 The pilots will be fully briefed by the Base personnel and are required to abide by all Base
27 rules and runway regulations while operating on these bases.

28 1. *Primary Bases*

29 Ladd Army Airfield located in Fairbanks on the Ft. Wainwright Army Post and the
30 Palmer Municipal Airport in Palmer will be the primary bases for air attack/airtanker
31 operations.

- 32 ○ On Fort Wainwright Army Post, the site operator is AFS; runway owner is
33 U.S. Army-Alaska.
- 34 ○ At Palmer Municipal Airport, the site operator is DNR; the runway owner is
35 the City of Palmer.

36 2. *Secondary Bases*

37 Secondary bases may be established and/or activated as needed at Allen Army Air
38 Field on Ft. Greely, Tanacross Airport, Kenai Municipal Airport, and McGrath
39 Airfield.

- 40 ○ Tanacross Airport: DNR will coordinate with BLM Fairbanks District
41 Office to ensure that they have a current valid permit that authorizes their use
42 of BLM land adjacent to the Tanacross airstrip.
- 43 ○ Allen Army Air Field: BLM-AFS has entered into an agreement with Space
44 and Missile Defense Command to permit a retardant base to operate on Allen
45 Army Air Field on Fort Greely Army Post. DNR will manage and staff that

1 retardant site as requested.

- 2 ○ For all of the secondary bases, the site operator is DNR. For Allen Army Air
- 3 Field, the runway owner is U.S. Army-Alaska, for Tanacross, the runway
- 4 owner is BLM; for Kenai, the site owner is the City of Kenai, and for
- 5 McGrath, the runway owner is Alaska Department of Transportation.

6 h. Ft. Wainwright Aircraft Operations

7 All pilots will be fully briefed by the responsible AFS personnel and will abide by any

8 restrictions, requirements and regulations applicable to the AFS ramp and the U.S. Army-

9 Alaska's runway use.

10 Air traffic procedures published for Ladd Army Airfield will govern all aviation operations

11 conducted at the AFS ramp.

12 All proposed structures, buildings, or any changes to the real property must be in compliance with

13 the AFS site plan and U.S. Army-Alaska requirements, and be pre-approved by the AFS

14 Manager.

15 AFS will:

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

23 The DNR is authorized to utilize the AFS ramp on Ft. Wainwright throughout the fire season and

24 is responsible to:

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

33 i. Fire Scene Organization and Communications

34 All tactical aviation resources will be dispatched and flight followed by the local Interagency Fire

35 Dispatch Center when responding to an incident. All aircraft will utilize VHF Air-to-Air

36 frequency 128.45 unless otherwise indicated by their local Interagency Fire Dispatch Center.

37 For standard operating procedures for tactical aircraft flying over or near an incident, reference

38 the *Interagency Aerial Supervision Guide* available at

39 http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf.

40 j. Non-Tactical Aviation Resources

41 All non-tactical fire aviation resources will coordinate flights with the local Interagency Fire

42 Dispatch Center and, if present, with Air Attack (or other reconnaissance aircraft in the area)

43 when flying over or near a fire. Dispatch will determine flight following protocols and relay

44 information on aircraft currently in the fire area.

1 k. Aerial Mapping Services

2 Various incident mapping services are available by placing an Aircraft Resource Order. AFS has
3 an agreement with the University of Alaska, Fairbanks for the use of an unmanned aerial system
4 to provide mapping services when available and circumstances warrant. Other alternative sources
5 for mapping may be available based on the statewide situation.

6 Ordering aerial mapping services is addressed in the AIMG in the Infrared Aircraft section.

7 l. Forms for Documentation

- 8 • Form OAS-59 will be used for fuel invoices. Each agency will use their own OAS
9 billee code for fueling; additional charge codes to be entered on Form OAS-59
10 invoices will be provided by the pilot.
- 11 • Form 10-3133 will be used to log DNR government and contract aircraft flight times.
- 12 • Form OAS-23 will be used to log AFS government and contract aircraft flight times.

13 m. Reimbursable Costs

14 The following costs will be compiled, apportioned and the eligible costs will be included in
15 agencies' Suppression and Non-Specific Support billing.

- 16 • Agency personnel costs including standby, weekend staffing, extended staffing,
17 preposition flights etc.
- 18 • Overtime for agency pilots and crew members.
- 19 • Fuel and oil will be charged to the using agency code/incident number.
- 20 • Retardant costs are reimbursable at a per gallon rate.
- 21 • Use of agency aircraft as documented on DNR Form 10-3133 and OAS-23 and billed
22 at the predetermined hourly flight rate. AFS flight hourly rates are incorporated by
23 reference to this document from the following OAS documents:
 - 24 ▪ Contract and On-Call aircraft: current Contract Rate letter.
 - 25 ▪ Aircraft Rental Agreement: current OAS Rental Aircraft Source List.
- 26 • Costs incurred for aircraft ordered from the Lower 48 or Canada as agreed and
27 documented during the Daily Statewide Strategy Meeting and on the Resource Order.
- 28 • Aircraft availability and/or surcharges may be negotiated prior to the fire season.
29 Costs will be included in the pre-season spreadsheet.
- 30 • Availability charges may apply to aircraft contract extension or severity requests.
- 31 • NPS will charge availability for its contract helicopters per NPS national office
32 direction.

33 44. Billing Procedures

34 In addition to the information below, refer to Attachment 1 Annual Fixed Costs, Attachment 2 Synopsis:
35 Suppression and Non-Specific Suppression Support Billing, and Exhibit D Reimbursable Billings and
36 Payments.

37 a. In-State Fires with FEMA Reimbursable Expenses

- 38 • When the DNR has a fire that may qualify for Fire Management Application Grant
39 Program (FMAGP) assistance, DNR will provide a copy of FEMA Form 90-58,
40 Request for Fire Management Assistance Declaration to the AFS Chief, Division of
41 Fire Operations.
- 42 • The AFS, in exercising its responsibilities as the FEMA Principal Advisor, will
43 prepare and submit FEMA Form 90-32 Principal Advisor's Report and coordinate all
44 such action with DNR.

- 1 • DNR is notified by FEMA if the incident qualifies for a FMAGP.
- 2 • When a fire is declared a FEMA incident, a duplicate fire package will be prepared
- 3 by DNR. The duplicate fire package will contain daily Incident Action Plans,
- 4 Resource Orders, and all financial records that pertain to the FEMA-qualifying
- 5 period including but not limited to: timesheets (OF 288s) of all personnel charging to
- 6 the incident, shift tickets, flight logs, invoices, contracts, inspection checklists, signed
- 7 rental conditions and agreements, and Incident Cost and Reporting System data.
- 8 • All agencies agree to provide the DNR with all financial/payment data pertinent to
- 9 the declared incident. This report will include but is not limited to travel, payroll,
- 10 and vendors with amount paid. In addition the agencies will provide copies of: any
- 11 invoices paid and backup/source documentation for such invoices; shift tickets;
- 12 additions or deductions; rental agreements, inspection checklists, signed rental
- 13 conditions; and Resource Orders attributable to FEMA-qualifying period.
- 14 • The DNR agrees to reimburse the AFS, NPS, FWS, USFS and BIA for reasonable
- 15 costs associated with the above normal workload of gathering source documentation
- 16 to satisfy FEMA requirements.
- 17 b. Joint Projects and Project Assistance (Fuels)
- 18 DNR-AFS fuels projects are assigned a project code and the DNR and/or AFS reimbursement for
- 19 expenses is included in the cross-billing for Suppression and Non- Specific Suppression Support.
- 20 Federal agencies will follow direction in *the Red Book*.
- 21 c. Meals and Lodging for Resource Ordered and Subsisted Personnel
- 22 Costs for meals and lodging for personnel being subsisted with Resource Order documentation
- 23 are calculated and billed with the Suppression and Non-Specific Suppression Support Expenses.
- 24 Personnel are required to enter their payment code (i.e. charge code, Firecode, reimbursable
- 25 agreement code) when signing in at an agency dining facility. The cost charged for the meal will
- 26 be based upon the established per diem rates for that location. Meals, including sack lunches that
- 27 are ordered, regardless if they are consumed, will be billed to the charge code.
- 28 The priority is to provide lodging for personnel filling a Resource Order assignment and rooms
- 29 will be charged to the Resource Order charge code. Barracks rates are established annually.
- 30 d. Annual Fixed Costs
- 31 The DNR and AFS agree to bill for Annual Fixed Costs as listed in Attachments 1 and 2 and
- 32 according to the dates in Figure 5. No other agencies bill each other for Fixed Costs; the
- 33 Administrative Overhead Rate does not apply to this billing.
- 34 e. Suppression and Non-Specific Suppression Support
- 35 All Parties to this Agreement agree to:
- 36 • Bill for expenses as shown in Figure 5: AFS-DNR Billing Due Dates and Tasks and
- 37 Figure 6: DNR and USFS Billing Due Dates and Tasks .
- 38 • Adhere to the incident billing criteria listed in Clause 36.
- 39 • Bill for eligible aviation costs as listed in Clause 43m.
- 40 • Incorporate project costs associated with Clause 18.
- 41 • Include suppression and non-specific suppression costs associated with equipment,
- 42 supplies, meals, lodging, personnel salaries based on agency policy, overtime and
- 43 travel, repositioning, and the agreed upon percentage of supplemental resources
- 44 expenses.
- 45 • Include agreed upon miscellaneous costs including, but not limited to those listed in

1 Clause 18.

- 2 • Use percentage figures for accounting and incident cost calculations from the final
- 3 fire report data for the calendar year in which the fire occurred for the preliminary
- 4 cross-billing.
- 5 • Facilitate each other's financial management activities by cooperating with any
- 6 additional requests for billings and cost estimates.
- 7 • Bill using the Bill for Collection Process.
- 8 • Comply with the billing and payment timelines identified in Figure 5 or Figure 6, as
- 9 applicable.
- 10 • Follow the general directions in Exhibit D of the Master Agreement.

11 f. Stafford Act Responses

12 DNR bills the USFS for all expenses incurred when DNR resources are mobilized to the Lower
13 48 under all the National Response Framework ESFs.

14 g. Documentation

15 Billing documents will include cost data, financial transaction registers and an Excel worksheet of
16 the summary data by reciprocal accounting codes (fire codes) for the fire season being billed, and
17 copies of payment documents (i.e. Invoices, rental agreements, etc.), if requested.

18 h. Administrative Overhead Rate

19 A rate of 15% against each agency's Suppression and Non-Specific Support total (not to exceed a
20 maximum of \$350,000 per calendar year) has been negotiated for calendar year 2014 and applies
21 to those agencies that are allowed to bill an administrative burden fee.

22 i. Billing Process and Addresses

23 Payments will be made by an electronic transfer of funds.

24 All requests for payments from AFS will be mailed to:

25 Bureau of Land Management
26 Alaska Fire Service
27 P.O. Box 35005
28 Fort Wainwright, AK 99703-005

29 All requests for payments from DNR will be mailed to:

30 State of Alaska, Department of Natural Resources
31 Division of Forestry
32 550 West Seventh Avenue, Suite 1450
33 Anchorage, AK 99901

34
35 All requests for payments from USFS will be mailed to both of the following addresses:

36 **Original Billing Document**
37 US Forest Service
38 Incident Business
39 101 B Sun Ave., NE
40 Albuquerque, NM 87109
41

Copy of Billing Document and backup
US Forest Service
R6/10 Incident Business Coordinator
1220 SW Third Ave, Portland, OR 97204

42 j. Alaska Fire Service and Department of Natural Resources Billing

43 Extensions to the billing dates listed below may be negotiated by either agency.

1 **Figure 5: AFS-DNR Billing Due Dates and Tasks**

<i>Due Date</i>	<i>Billing Tasks</i>
April 1, 2014	DNR and AFS provide each other with the preliminary accounting reports for 2013 Suppression and Non-Specific Suppression Support.
May 1, 2014	AFS and DNR bill each other for collection of the final 2012 costs for Suppression and Non-Specific Suppression Support.
July 15, 2014	DNR and AFS submit the Bills for Collection to each other for the preliminary costs compiled for 2013 Suppression and Non-Specific Suppression Support.
August 1, 2014	AFS bills DNR for collection for 2014 Annual Fixed Costs.
August 1, 2014	DNR bills AFS for collection for 2014 Annual Fixed Costs.
August 15, 2014	Payments due to AFS and DNR respectively for the preliminary costs for 2013 Suppression and Non-Specific Suppression Support.
August 15, 2014	AFS provides DNR with estimated 2014 costs for Suppression and Non-Specific Suppression Support for fires occurring on or before June 30, 2014.
September 15, 2014	DNR provides AFS with estimated 2014 costs for Suppression and Non-Specific Suppression Support for fires occurring on or before September 1, 2014.
November 1, 2014	AFS and DNR exchange backup documentation for all line items exceeding \$25,000 (excluding labor and aviation) for the 2013 Preliminary Billing. AFS and DNR may request backup for any other line items.
December 1, 2014	AFS and DNR will provide estimates, listed by incident number, of 2014 Suppression and Non-Specific Suppression Support cost-to-date to each other.
March 1, 2015	AICC updates the lists of 2014 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.
March 15, 2015	AFS and DNR agree on a final 2013 Suppression and Non-Specific Suppression Support billing.
April 15, 2015	Payment due for the final 2013 costs for Suppression and Non-Specific Suppression Support.

2

3 k. BIA, FWS, NPS, and DNR Cost Recovery Process

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

10 l. Department of Natural Resources and U.S. Forest Service Billing

11 Extensions to the billing dates listed below may be negotiated by either agency.

12 **Figure 6: DNR and USFS Billing Due Dates and Tasks**

<i>Due Date</i>	<i>Billing Tasks</i>
August 15, 2013	USFS submit to DNR a preliminary accounting report of fire suppression expenditures for fire occurring on or before June 30, 2013 for incidents which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes.

September 15, 2013	DNR submit to USFS a preliminary accounting report of fire suppression expenditures for CY 2013 on USFS lands in Alaska and on federal fires in lower 48. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes.
September 30, 2013	USFS submit to DNR a supplemental accounting report of fire suppression expenditures through August 30, 2013 for amount which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire job codes. An electronic transaction register will be included for costs on each fire.
April 1, 2014	USFS submit to DNR a preliminary Bill for Collection of fire suppression expenditures for prior fire season for amount which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes along with an electronic transaction register showing cost categories and individual names (e.g. employees, vendors) for each fire.
April 1, 2014	DNR submit to USFS a preliminary Bill for Collection of fire suppression expenditures for 2013 fire season on USFS lands in Alaska and on federal fires in lower 48. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes along with an electronic transaction register showing cost categories and individual names (e.g.employees, vendors) for each fire.
November 1, 2014	USFS submit to DNR a final Bill for Collection of fire suppression expenditures for CY 2013 amount, reimbursable by DNR, not yet billed.
November 1, 2014	DNR submit to USFS a final Bill for Collection of fire suppression expenditures for CY 2013 amount, reimbursable by USFS, not yet billed.

1

2 **45. Trespass Cost Recovery**

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

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

8 **46. Purchaser, Contractor, Operator, Permittee, Etc., Fires: Refer to Master Agreement**

9 **47. Stafford Act Use and Reimbursement**

10 USFS reimburses DNR for expenses incurred by DNR resources and personnel including base pay,
11 overtime and travel.

12

13 **GENERAL PROVISIONS**

14

15 **48. Wildfire / Incident Information**

16 Every effort should be made to distribute fire information to the public in a timely manner.

17 a. **AICC and National Interagency Coordination Center Situation Reports**

18 Each protecting area Interagency Fire Dispatch Center submits an evening report to AICC with
19 the information on wildfires and prescribed burns necessary to complete required reports to the

1 National Interagency Coordination Center and to compile the AICC Situation Report. Incident
2 Status Summaries (ICS209) are required as directed in the AIMG. Information flow for Stafford
3 Act responses follows a similar process.

4 The evening report data fields are based on the fire's point of origin and include:

- 5 • Acres - current acreage
- 6 • Admin - Jurisdictional Agency Administrative Unit
- 7 • Area - Protecting Agency Zone, Area or Forest
- 8 • Assigned Crews - list of crew, crew type, and date assigned
- 9 • Cause - lightning, human, false alarm or prescribed fire
- 10 • Fire Name, Fire Code and Numerical Number issued by AICC
- 11 • Latitude, Longitude, and Legal Description
- 12 • Option – Management Option or PRESCRIB to indicate prescribed fire
- 13 • Fire Out Date
- 14 • Owner - Jurisdictional Agency
- 15 • Fire Start Date
- 16 • Status - U/U unstaffed/uncontained, S/U staffed/Uncontained, U/C unstaffed/contained,
17 S/C staffed/contained, Out , RX prescribed fire

18 The AICC Situation Report narrative is a primary source for fire information and should
19 summarize that day's activities and expected activities for the following day. Examples of items
20 to consider when formulating the narrative are:

- 21 • When multiple jurisdictional agencies are involved, the ownership and management
22 option breakdown
- 23 • Acreage increase/decreases and collection method
- 24 • Weather over the fire
- 25 • Fuels
- 26 • Fire Behavior
- 27 • Complexity and is it changing (i.e. Type 3 to IMT2)
- 28 • Current and future tactics (allotment protection, direct attack along a river, etc.)
- 29 • Values at Risk today and Potential Risk for next day
- 30 • Shortage of Resources
- 31 • Monitoring Schedule
- 32 • Estimated Contain/Control Date
- 33 • Response- If it was a non-standard response, why

34 b. AICC

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

1 c. **Protecting Agency and Incident Management Teams**

2 The Protecting Agency and the Incident Management Team, when assigned, are responsible for
3 the release of operational and public safety information to the media and public during the initial
4 response to and during ongoing wildfires. The Protecting Agency and Incident Management
5 Team will coordinate with the Jurisdictional Agency on the release of fire information, specific
6 Jurisdictional Agency direction will be stipulated in the Delegation of Authority. Releases will
7 be approved by the Incident Commander prior to release and copies distributed to all
8 stakeholders. Jurisdictional Agency policy and messaging will be included when requested by
9 the agency administrator. Policy questions will be referred to the Jurisdictional Agency. A
10 suggested (not required) format for IMT news releases is in Attachment 5.

11 d. **Jurisdictional Agencies**

12 The Jurisdictional Agency may develop and distribute information for the media and public that
13 includes agency messaging and policy. When releases include specific incident-related
14 information, the Jurisdictional Agency will coordinate with the Protecting Agency and Incident
15 Management Team to ensure consistency. Delegations of Authority to an IMT may include
16 further direction and points of contact and will not conflict with the terms above.

17 Upon request and availability, the Parties to this Agreement may provide fire information
18 support.

19 e. **Protocol**

20 The author of media releases will use their own agency's protocols.

21 **49. Miscellaneous Assistance**

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

27 a. **AFS Facilities on Fort Wainwright**

28 AFS provides office space and furniture, office equipment and supplies, telecommunications,
29 computers, network access and support. Refer to the Annual Fixed Cost sheet – Attachment 1.

30 b. **McGrath Facilities**

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

33 c. **Meals and Lodging**

34 AFS has lodging and dining facilities available on Fort Wainwright and in Galena; DNR facilities
35 are located in McGrath. McGrath facilities do not accept cash or credit cards.

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

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

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

44 Lodging for agency personnel not on a Resource Order is available on a case-by-case basis.

1 Cash is accepted at the AFS Barracks and AFS Dining Hall on Fort Wainwright. The cash meal
2 price is set annually; the AFS costs for meals charged to a reimbursable agreement or a fire
3 resource order charge code are based upon the established per diem rates for that location. Meals,
4 including sack lunches that are ordered, regardless if they are consumed, will be billed to the
5 charge code. AFS barracks rates are established annually. There is no charge for barrack use at
6 the DNR facility in McGrath.

8 50. Personnel Policy

9 See Exhibit – Supplemental Fire Department Resources. This section applies to retirees hired by local
10 fire departments. Currently, this does not apply in Alaska.

11 51. Mutual Sharing of Information

12 a. Alaska Fire Information Websites

13 AFS hosts and maintains the AICC website at <http://fire.ak.blm.gov/>.
14 This is also a portal to the AFS website.

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

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

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

18 b. GIS Protocols

19 i. Fire Perimeter

20 GIS protocols have been established for uploading and displaying on-going fire perimeters.
21 Timely, as negotiated with the Jurisdictional Agency fire perimeter data should be submitted
22 for fires that escape initial attack and all ongoing fires 100 acres or greater. For ongoing fires
23 being monitored, the Agencies will negotiate a timeline for fire surveillance updates and
24 perimeter maps submissions.

25 The final fire perimeters submitted with the final fire reports are added to the GIS Fire
26 History file available annually in April from AFS.

27 Jurisdictional Agencies have the option to update an incident perimeter after fire season by
28 submitting annual updates to AFS prior to March 1. AFS will incorporate those updates into
29 historical fire data and perimeter files. This is to ensure the most accurate information for the
30 historical databases.

31 The protocols including points of contact for user names and passwords are available at
32 http://fire.ak.blm.gov/administration/awfcg_committees.php. The latest versions of
33 perimeters provided to AFS and the Fire History file are displayed and are available to
34 download at <http://fire.ak.blm.gov/predsvcs/maps.php>.

35 ii. Known Sites Database

36 The Known Sites Database (KSD) is a password protected dataset of sites to assist fire
37 managers with wildland fire decision-making and planning.

38 There are two primary sources of site information included in the KSD:

- 39 ○ Jurisdictional Agency inventory and assessments can continue to be directly
40 submitted to the AFS KSD Steward for immediate incorporation into the KSD.
- 41 ○ In the final fire package IMTs will provide site data to their respective dispatch
42 office. The dispatch office will then provide that information to the AFS KSD
43 Steward and the Jurisdictional Agency through the known sites clearinghouse, which

1 is a preliminary dataset that is subject to approval by the Jurisdiction Agency's
2 administrative unit on which the sites the reside.

- 3 • The preliminary dataset will not be incorporated into the KSD until it has
4 been verified by the Jurisdictional Agency.
- 5 • The preliminary dataset will be viewable on the ArcIMS known sites
6 map. The KSD will be updated on a semi-annual basis: November 1 and
7 April 1.

8 Semi-annually as the dataset is updated, the KSD Steward provides the metadata, which is a
9 summary of changes, to all entities (Protecting and Jurisdictional Agencies' FMOs as well as
10 pertinent Native partners). The metadata will contain a list of Global Unique Identifiers with
11 the action taken on the site (i.e., added, deleted, changed geographically, and changed
12 attributes). Metadata will also be available upon request from the data steward.

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

14 c. Photographs

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

18 d. Final Fire Reports

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

23 The final fire report narrative should be a compilation of the narratives submitted for the AICC
24 Situation Report. The final narrative should also note if a fire merges with another fire, is
25 managed as part of a complex or is a 'carryover' fire from a previous year.

26 e. WFDSS Points of Contact

27 Geographic Editors are listed in Exhibit B; agencies have also designated agency-specific
28 WFDSS points of contacts.

29 52. Accident Investigations

30 Agency policies and *the Red Book*, (http://www.nifc.gov/policies/pol_ref_redbook_2014.html) contains
31 the thresholds for levels of accident investigations required.

32 The agencies with operational control of the incident will initiate the accident investigation as soon as
33 possible and will provide all information to the accident investigation team, if established. Each affected
34 agency will provide all reports and materials to the employing agencies of anyone involved in an accident
35 and other affected agencies, upon request and within their legal parameters.

- 36 • For a wildfire, the agency with operational control is the Protecting Agency.
- 37 • For a prescribed fire, the agency with operational control is the Jurisdictional Agency.
- 38 • For normal and routine business, the agency with operational control is the employing agency
39 or agency for which the affected individual(s) are fulfilling an assignment. For example,
40 USFS smokejumpers filling a Resource Order for a booster crew and assigned to AFS, AFS
41 would be the agency with operational control; the USFS is the employing agency.

1 53. Waiver: Refer to Master Agreement

2 54. Modification

3 Revisions or updates to this AOP are automatically incorporated into the Master Cooperative Wildland
4 Fire Management Agreement dated April 2010. A formal modification to the Master Agreement is
5 unnecessary.

6 55. Annual Review

7 This AOP is reviewed annually, revised as needed and signed by March 15. The review will be scheduled
8 and lead by the Protecting Agencies. The review participants will include the DNR Chief of Fire and
9 Aviation, the AFS Manager, USFS R10 Fire Specialist, FWS Regional Fire Coordinator, and the NPS &
10 BIA Regional Fire Management Officers or their designated representatives.

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

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

14 56. Duration of Agreement

15 The term of this Agreement shall commence on the dates Parties sign below and shall remain in effect for
16 one year from that date or until replaced.

17 57. Previous Agreements Superseded

18 This Alaska Statewide Annual Operating Plan supersedes the Master Cooperative Wildland Fire
19 Management Agreement Exhibit C: Alaska Statewide Annual Operating Agreement 2012.

20 58. Authorized Representatives


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

24

25 IN WITNESS WHEREOF, the Parties hereto have executed this Alaska Statewide Annual Operating
26 Plan, Exhibit C of Master Cooperative Wildland Fire Management Agreement, as of the date of signature
27 of the Party's authorized representative.

28


1 SIGNATURES
2 **United States Department of the Interior**

3
4 
5 _____
6 Raymond Hart
7 Regional Fire Management Officer
8 Bureau of Indian Affairs, Alaska Region
9

Date: 4/2/14

10
11 
12 _____
13 Kent Slaughter, Manager, Alaska Fire Service
14 Bureau of Land Management
15

Date: 3 April 2014


16
17 
18 _____
19 Doug Alexander
20 Regional Fire Management Coordinator
21 Fish and Wildlife Service, Alaska Region
22

Date: 4/3/2014

23
24 
25 _____
26 Dan Warthin
27 Regional Fire Management Officer
28 National Park Service, Alaska Region
29

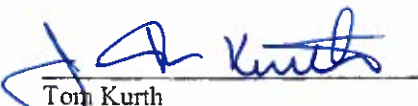
Date: 4/3/2014

30 **United States Department of Agriculture**

31
32 
33 _____
34 David Summer
35 Regional Director Fire, Fuels and Aviation
36 United States Forest Service, Region 6 and 10
37
38
39

Date: March 13, 2014

40 **State of Alaska Department of Natural Resources**

41
42
43 
44 _____
45 Tom Kurth
46 Chief of Fire and Aviation
47 Alaska Department of Natural Resources
48
49
50

Date: April 3, 2014

Alaska Statewide Annual Operation Plan 2014
Attachment 1: Annual Fixed Costs

1
2
3

Annual Fixed Costs AFS bills DNR		
<i>Item</i>	<i>Formula</i>	<i>2013 Costs</i>
AICC Office Space DNR Logistic Coordinator DNR Intelligence Coordinator (Clause 12 & 49)	96 sq. ft. of office space X \$3/sq. ft. X 12 mos. = \$3,456 \$3,456 X 2 positions = \$6,912 192 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,706 2 phone lines X \$30/line X 12 mos. = \$720 Toll Calls 2 lines X \$100/mo. X 12 mos. = 2,400 \$6,912 + \$1,706 + \$720 + \$2,400 = \$11,738	\$11,738
AICC Tactical Desk Support (Clause 12)	Agreed upon figure for 2013	\$40,000
DNR Communications & Technical Systems Coordinator office space (Clause 49)	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
DNR Fire Operations Forester office space (Clause 49)	165 sq.ft. of office space X \$4/sq. ft. X 12 mos. = \$7,920 165 sq. ft. X \$8.8859 (FT WW utility rate) = \$1,466 3 telephone line X \$30/line X 12mo = \$1,080. Toll calls: \$100/mo. X 12 mos. = \$1,200 \$7,920 + \$1,466 + \$1,080+ \$1,200 = \$11,666	\$11,666
DNR Pilots, Air Attack, Retardant personnel assigned to Fort Wainwright. office space (Clause 43h1)	560 sq. ft. of office space X \$3/sq. ft. X 4 mos. = \$6,720 560 sq. ft. X \$3.0089 (FT WW utility rate) = \$1,685 \$7.50/day for 120 days for porta-potty service = \$900 \$6,720 + \$1,685 + \$900 = \$9305	\$9,305
DNR Public Affairs Officer (Clause 49) office space	112 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$4,032 112 sq. ft. X \$8.8859 (FT WW utility rate) = \$995 1 telephone line X \$30/line X 12 mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1,200 \$4,032 + \$995 + \$360 + \$1,200 = \$6,587	\$6,587
DNR Strategic Planner (Clause 49) office space	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
Experimental Forecast of Area Burned for Interior Alaska (Clause 7a9)	DNR's agreed upon share. Funds to reimburse AFS	0
Interagency Cache Planning (Clause 38e)	AFS will bill DNR the negotiated amount of monetary support. \$20,000 was billed in 2009; no costs allocated in 2010, 2011, 2012 2013, or 2014..	0
Interagency Electronic Mechanic's Labor	AFS-DNR negotiated funding for an Electronic Mechanic who will provide program oversight, mission	\$46,000

(Clause 41e2)	planning, technical assistance, and field maintenance for radio and RAWS sites.	
Interagency GIS and IT Mapping Application Development and Support (Clause 41b)	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.	\$35,000
Lightning Detection Network (Clause 42c)	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 (Clause 49b)	Annual Maintenance Expenses	\$50,000
Non-Suppression Support	Negotiated expenditures for unscheduled non-suppression support. Documentation will be provided.	TBD
Radio Maintenance (Clause 41e)	3 sites in McGrath area @\$1,700 per site, 1 shared site @ \$850. Figures are from ITCG AOP, do not include labor. This cost may be offset by any fuel provided by the DOF McGrath Station.	\$5,950
Radio Site Decommission/Replacement (Clause 41d)	Decommission and relocation of DNR radio sites based upon successful completion of Frequency Sharing Proof of Concept Tatalina Mountain @ \$3,065 This cost will be offset by any fuel provided by the DOF McGrath Station. DOF will provide backup documentation prior to the August 1, 2014 AOP billing.	\$3,065
Radio/RAWS Site Unscheduled Maintenance (Clauses 41e and 42d)	Negotiated expenditures (aviation, travel, equipment, supplies and parts) for unscheduled radio/RAWS maintenance. Labor excluded. Backup documentation will be provided	TBD
RAWS Maintenance (Clause 42d)	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 24 sites: \$2930 X 20 = \$70,320*. *Figures are from ITCG AOP Additional four sites added 2014 (CBK, ERV, GDW, RBT)	\$70,320
New Radio Site Installation	Taylor Mt Shelter and Radio Installation	\$86,000.00
Teletype (Clause 41c)	40% of the costs of the teletype hub operation, application maintenance, and direct support to DNR users	\$5,000

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42

Annual Fixed Costs DNR bills AFS		
Item	Formula	2014 Costs
IRWIN – IFM Development	Funding source – Office of Wildland Fire for completion Irwin – IFM integration	\$TBD
Fire Behavior Specialist	Funding source – US Fish and Wildlife Service	\$10,000

1
2
3
4
5

**Alaska Statewide Annual Operation Plan 2014
Attachment 2: Suppression and Non-Specific Support Items**

Suppression and Non-Specific Support Items	
<i>Item</i>	<i>Formula</i>
Incidents where the initial action was intended to extinguish the wildfire (Clause 36a)	Costs will be apportioned based on the acres burned and the associated responsible fiscal agency.
Incidents where the initial action upon discovery is surveillance, or site specific protection (Clause 36a)	All costs incurred are attributed to the agency on whose land the fire originated and billed to the party that is fiscally responsible.
Non-Standard Response (Clause 36a)	Costs will be apportioned for non-standard responses on a case-by-case basis and will follow the protocols listed above.
Complexes (Clause 36b)	Costs will be attributed to each fire in the complex and apportioned as listed above. Complex costs that cannot be attributed to individual fires will be prorated and apportioned as a percentage of effort/cost attributed to each fire.
Joint Projects and Project Assistance including Prescribed Fire (Clauses 18 & 22)	All project costs will be billed to the agency that developed the project unless otherwise agreed to in the project plan.
Extended and Weekend Staffing for Statewide Shared Tactical Resources (Clause 13b)	Costs for tactical resources and their support will be allocated to the agency making the request.
Local Extended Staffing (Clause 13e)	As authorized by the Protecting Agency FMO.
Supplemental Resource Requests (Clause 13f)	Costs will be apportioned as decided in the Daily Statewide Strategy Meeting or by the AMAC.
Fire Medic Program (Clause 13h)	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 (Clause 40b)	Expenses associated with field deliverable courses will be included in the incident costs.
Various Support functions Interagency Fire Dispatch Centers (Clause 11a), Equipment and Supplies (Clause 38), Aviation Operations (Clause 43k)	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 Clause 44h	15% negotiated rate not to exceed a maximum of \$350,000 per calendar year.

**Alaska Statewide Annual Operation Plan 2014
Attachment 3: Websites Referenced**

1
2
3
4

The following websites are referenced within the AOP.

Topic	Website Link	AOP Clause Number(s)
Alaska Emergency Firefighter Type 2 Crew Management Guide	http://fire.ak.blm.gov/logdisp/crews.php .	13i
Alaska Enhanced Smoke Management Plan for Planned Fire (ESMP) and its appendices	http://fire.ak.blm.gov/administration/awfcg_committees.php	23
Alaska Interagency Catalog of Fire Supplies and Equipment	http://fire.ak.blm.gov/afs/fireops/akcache.php	38a
Alaska Interagency Coordination Center (AICC)	http://fire.ak.blm.gov/	12b
Alaska Interagency Mobilization Guide (AIMG)	http://fire.ak.blm.gov/ under Logistics and Dispatch	12a
Alaska Interagency Wildland Fire Management Plan (AIWFMP)	http://fire.ak.blm.gov/administration/awfcg.php under Documents	8a, 15 Figure 4
Alaska Multi-Agency Coordinating Group (AMAC) Handbook	http://fire.ak.blm.gov/administration/mac.php	31
Alaska Preparedness Levels	http://fire.ak.blm.gov/logdisp/aimg.php) in Chapter 20	31
Alaska State Statutes	<u>Alaska Statute 41.15.010-41.15-170</u> and <u>11 AAC95 Article 6)</u>	21
Alaska Wildland Fire Coordinating Group (AWFCG) and its committees	http://fire.ak.blm.gov/ under Administration	8, 15 Figure 4
Bureau of Indian Affairs Wildland Fire and Aviation Program Management and Operations Guide (Blue Book)	http://www.bia.gov/nifc/bluebook/index.htm	
Burning Permits	http://forestry.alaska.gov/fire/burnpermits.htm	21
Emergency Equipment Agreements	http://forestry.alaska.gov/equipment.htm , under equipment hiring http://fire.ak.blm.gov/afs/ under Business and Technology, Incident Business Management, Chapter 20	37c
Emergency Stabilization and Burned Area Rehabilitation	For DOI agencies: http://www.fws.gov/fire/ifcc/Esr/home.htm For USFS: http://www.fs.fed.us/biology/watershed/burnareas/index.html	29g
Fire Information	AFS and AICC http://fire.ak.blm.gov/ . DNR http://forestry.alaska.gov/fire/current.htm FWS-Alaska http://www.fws.gov/alaska/nwr/visitor/fire/index.htm	51a

	NPS-Alaska http://www.nps.gov/akso/	
Fire Weather AOP	http://firewx.arh.noaa.gov/	42a
GIS Protocols and Points of Contact	http://fire.ak.blm.gov/administration/awfcg_committees.php under GIS committee	51b
Homeland Security Directives	http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm and http://www.whitehouse.gov/omb/circulars_a130_a130trans4	41a2
Incident Business Mgmt: <ul style="list-style-type: none"> • Interagency Incident Business Management Handbook (IBMH) (NFES 2160) • AFS Supplemental Business Practices • DOF Alaska Incident Business Management Handbook 	http://www.nwcg.gov/pms/pubs/pubs.htm http://fire.ak.blm.gov/afs/organization/bustech/incbusmgmt/incbusmgmt.php http://forestry.alaska.gov/fire/incidentmanagement.htm	37a
Interagency Aerial Supervision Guide	http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf	43h
Interagency Prescribed Fire Planning and Implementation Procedures Guide	http://www.nwcg.gov/branches/ppm/fpc/archives/fire_policy/index.htm	22
Interagency Standards of Fire and Fire Aviation Operations (Red Book)	http://www.nifc.gov/policies/pol_intgncy_guides.html	14, 18, 29c, 37b, 38b, 38c, 44b, 52
Management Option Change Procedures	http://fire.ak.blm.gov/administration/awfcg.php	15 Figure 4
Maps –Historic and Current Fire Perimeters	http://fire.ak.blm.gov/predsvcs/maps.php	51b
National Fire Protection Association Standards for Wildland Fire Fighter Professionals Qualifications (NFPA 1051)	(http://www.nfpa.org/aboutthecodes/list_of_codes_and_standards.asp)	14
National Interagency Incident Management System Wildland Fire Qualification Guide (Publication 310-1)	http://www.nwcg.gov/pms/docs/docs.htm	14
Nominations Forms for Type 1&2 IMT	http://fire.ak.blm.gov/ under Logistics and Dispatch and then Overhead and Teams	15 Figure 4
NWCG Memos	http://www.nwcg.gov/general/memos.htm	11b, 36b
Open Burn Approval <ul style="list-style-type: none"> • Applications • Regulations 	http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECOpenburn.pdf http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf	21
Prevention & Educations Materials	http://fire.ak.blm.gov/administration/awfcg.php	19
Severity Funding (federal agencies)	http://www.nifc.gov/policies/pol_severity_funding.html	13g

Smoke Effects Mitigation and Public Health Protection Protocols (AWFCG)	http://fire.ak.blm.gov/administration/awfcg.php	23
Smoke Information, Forecast, Regulations, Advisories, and Educational Materials	http://www.dec.state.ak.us/air/anpms/index.htm	23
Standards for Interagency Hot Shot Crew Operations	http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf	13j
US Fire Administration's Skills Crosswalk Wildland Training for Structural Firefighters	http://www.usfa.fema.gov/downloads/pdf/wildland_training_crosswalk.pdf	14

1

2

**Alaska Statewide Annual Operation Plan 2014
Attachment 4: Documentation of Funded Research**

(in Support of Clause 7a9)

All Parties will support wildland fire research, identify needs and priorities, provide personnel and logistical support, and assist with technology transfer and implementation of research results.

This will be an ongoing list of projects that were supported by the Parties to this Agreement. It does not obligate funds but documents how and that funds were expended.

	Instrument	Funding
Joint Fire Science Award Project Alaska Fire Science Consortium Pilot Project	JFSP Grant	2009-2010
Joint Fire Science Award Project ID 09-S-04-07 Alaska Fire Science Consortium BLM Agreement L10AC20388	Award from JFSP was passed thru BLM to UAF and required BLM Cooperative Agreement Also used the North and West Cooperative Ecosystem Studies Unit agreement	\$436,00 total award \$334,406 transferred to UAF \$81,974 retained by AFS for Coordinator Funding for 2 years. 2011-2012 Funding for 2013
AFS funded a 2 year term position for the Consortium Coordinator	MOU developed using the Intergovernmental Personnel Act Requires an Assistance Agreement (OF69) and WO approval	\$60,000 Funding for 2 years. (5320 funds) Funded thru Dec 2012 Expired.
USFWS Contract	Modified Conversion Date Study	\$25,000 2012-2013
DNR	Literature Search on CFFDRS	2013

**UAF Alaska Fire Science Consortium
Amendment #0001 Experimental Forecast of Area Burned for Interior Alaska (Paul Duffy); 2012
projects were not completed; 2012 funding will be applied to 2013 project.**

Agency	Instrument	Timeframe	Funding
AFS	Transferred all funds under the BLM-UAF Agreement L10AC20388	2011	\$40,000
		2012	\$40,000
NPS	Transferred to AFS thru national office for 2011-12 funds in fall 2011	2011	\$10,000
		2012	\$10,000
FWS	Reimbursable Agreements transferred funds to reimburse AFS	2011	\$10,000
		2012	\$10,000
BIA	Reimbursable Agreements transferred funds to reimburse AFS	2011	\$5,000
USFS	Interagency Agreement transferred funds to reimburse AFS	2011	
		2012	\$5,000
DNR	Funds will be included in Annual Fixed Costs for 2012	2011	0
		2012	\$8,000

1 Alaska Statewide Annual Operation Plan 2014
2 Attachment 5: Example of News Release Format

3
4 **WILDLAND FIRE INFORMATION**

5

6 Protecting Agency	7 Team	8 Jurisdiction
9 Alaska Division of Forestry	10 Alaska Interagency 11 Management Team	12 National Park Service

13 July 4, 2013, 9 a.m.

14 **Fire Information Phone Number:** (907) 356-5511

15 **Email:** crazybadfire@gmail.com

16 **Inciweb Address:** www.inciweb.org/incident/666/

17 **Crazy Bad Fire Update**

18
19 The Crazy Bad Fire, burning within Wrangell-St. Elias National Park and Preserve, grew to 20 acres
20 overnight as winds gusting to 90 miles per hour pushed the fire eastward. The lightning-caused fire began
21 July 2. Crews continue to make good progress building fireline on the western and northern edges of the
22 fire. There has been no active fire behavior on the southern perimeter, which is bordered by the
23 Whatchamacallit River. Fire managers expect to have the fire contained by Friday.

24
25 A Temporary Flight Restriction remains in place over the Crazy Bad fire. Pilots are advised to use
26 extreme caution in airspace surrounding the incident and should check Notices to Airmen (NOTAMS) for
27 more information. In addition, boaters are advised to avoid the Whatchamacallit River between the Old
28 Creaky Bridge and Dusty Road, due to heavy firefighting traffic on the river.

29
30 For statewide wildfire information, go to: <http://fire.ak.blm.gov/or> call 907-356-5511.

31
32 ###

33
34 *Alaska Wildland Fire Managers work together to protect values, keep landscapes healthy, and ensure*
35 *Alaskans, visitors, and firefighters stay safe and informed.*

**Alaska Statewide Annual Operation Plan 2014
Attachment 6: Alaska WFDSS Data Standards**

The Protection Agency is responsible for initiating new fires in WFDSS. Fires within State protection will be uploaded nightly through the Integrated Fire Management system (IFM). The fire will be transferred to the appropriate Jurisdictional Agency or Agencies. It is at the Jurisdictional Agency policy(s) and discretion to complete additional entries or to 'publish' a decision.

Information tab data standards for Alaska.

The screenshot shows the 'Incidents' information tab in the WFDSS system. The main content area displays the following information for 'Incident 123 Sample':

- Incident Type and Owner:** Incident Type: Wildfire (selected), Prescribed, Other; Geographic Area: Alaska; Owner Name: Henderson, Marsha; Transfer Ownership button.
- Incident Information:**
 - Incident Name: 123 Sample; FireCode: X1N3; P-Code: [blank]
 - Point of Origin Latitude: 60.35651 (Deg), 60 (Min), 23.4 (Sec); Point of Origin Longitude: 150.7669 (Deg), 150 (Min), 0.8 (Sec)
 - Unique Fire Identifier: 2014 - AKKKS - 000123 (Calendar Year, Unit ID, Local Number)
 - Incident Cause: Undetermined, Natural, Human (selected)
 - Discovery Date: 03/04/2014; Discovery Time: 13:00
 - Controlled Date: [blank]; Controlled Time: [blank]
 - Out Date: [blank]; Out Time: [blank]
- Other Information:**
 - Jurisdictional Agency Unit at Point of Origin: AKKNR Kenai National Wildlife Refuge
 - Jurisdictional Agency(s): Bureau of Indian Affairs/Tribal, Bureau of Land Management, Fish and Wildlife Service, National Park Service, USDA Forest Service, State
 - Landscape Data Source: Alaska LANDFIRE 2010 1.2.0 (selected), Alaska Refresh 2008 1.1.0, CA Landscape 2010, Hawaii LANDFIRE 2010 1.2.0, Hawaii Refresh 2008 1.1.0a

Incident Type: Typically wildfire.

Incident Name: Statewide sequential 3 digit fire number followed by fire name (no parenthesis or dashes; fire name starts with a capital letter followed by small letters, i.e. 123 Sample).

Point of Origin: Latitude and longitude of the fire start.

Unique Fire Identifier (Must be Unique - no duplicate numbers!):

- **Year:** The system will default to current year (this field is non-editable).
- **Unit ID:** Protecting Agency (AK followed by the Protecting Agency Unit ID. See attached list. Do not use hyphen and use all capital letters i.e. AKSWS).
- **Local Number:** The statewide sequential fire number issued by AICC. For fires that have been assigned a State Code, enter the entire 6 digit number.
- **Fire Code:** The 4 character federal Fire Code, if one is assigned, or 6 character USFS code.

1
2 **Responsible Unit Name at Point of Origin:** Protecting Agency Zone/ Area/ District responsible for fire.
3 This is auto-filled from the surface management agency map. If wrong, submit correction through the
4 feedback button.

5
6 **Incident Size:** Include fire size at time of fire discovery. This field will be updated to reflect accurate
7 fire size during the decision process.

8
9 **Incident Cause:** Select if known.

10
11 **Discovery Date and Time:** Enter date of discovery (mm/dd/yyyy); note that system defaults to current
12 date

13
14 **Containment Date and Time:** Leave Blank until containment. The Protecting Agency is responsible for
15 determining containment date (mm/dd/yyyy) and entering that date.

16
17 **Controlled Date and Time:** Leave blank until controlled. The Protecting Agency is responsible for
18 determining the controlled data (mm/dd/yyyy) and entering that date.

19
20 **Out Date and Time:** Leave blank until declared out. The Protecting Agency is responsible for
21 determining the out date (mm/dd/yyyy) but the Jurisdictional Agency is responsible for entering that date
22 into WFDSS. Once the fire is declared out in WFDSS, no further edits can be made to the document.

23
24 **Jurisdictional Unit at Point of Origin:** This will be auto-filled.

25
26 **Jurisdictional Agency(s):** Jurisdictional agency(s) on which the fire is burning. Use Toggle buttons to
27 select.

28
29 **Landscape Data Source:** Select: Alaska Refresh 2010 1.2.0
30 (User is able to set their system Preferences to default to this data source)

- 31
32 ➤ **Owner Name:** Name of individual from the Jurisdictional Agency who is the author of the
33 document. In most cases, this will be the Jurisdictional Agency FMO.
34
35 ➤ **Group Ownership:** The feature facilitates assigning multiple Owners to a multi-jurisdictional
36 fire. Each Owner has author privileges and the authority to bring the document for decision, and
37 can add privileges for additional editors from their organization. Any owner can initiate the
38 decision process.
39
40
41

1 **Unit ID and Responsible Unit at Point of Origin:**

Unit ID	Agency	Unit Name
TNF	FS	Tongass National Forest
CNF	FS	Chugach National Forest
GAD	BLM	AFS – Galena Zone
TAD	BLM	AFS – Tanana Zone
UYD	BLM	AFS – Upper Yukon Zone
MID	BLM	AFS – Military Zone
CRS	State	Copper River Area
DAS	State	Delta Area
FAS	State	Fairbanks Area
HNS	State	Southeast (Haines) Area
KKS	State	Kenai-Kodiak Area
MSS	State	Mat-Su Area
SWS	State	Southwest Area
TAS	State	Tok Area

2
3

Alaska Statewide Annual Operation Plan 2014
Attachment 7: Alaska Interagency Protocols for Fire Behavior Requests in WFDSS

These protocols were developed in order to have a statewide standard for requesting fire behavior analyses on wildland fires in Alaska and a process for prioritization of the requests as well as for ordering a fire behavior specialist to complete the analysis. It is not intended to give direction on when to request or how to develop inputs or to run the models. Qualifications for the Fire Behavior Specialist Role are agency specific.

Steps to Request a Fire Behavior Analysis in WFDSS

- Select the fire you wish to have an analysis run on in the Incident list and then view information
- Select the Fire behavior request in the light blue box to the left
- Complete the request –include which type of analysis you want conducted, the rationale for the request, and your contact information

The screenshot shows the WFDSS interface with the following elements:

- Header:** Wildland Fire Decision Support System logo, National Preparedness Level: 1, Incident: 456 Alaska Sample / 2011-AKTAD-000456
- Navigation:** My Home, Incidents (selected), Analyses, Intelligence, Data Management, Administration
- Sub-navigation:** Information, Situation, Objectives, Course of Action, Validation, Decisions, Periodic Assessment, Reports
- Left Sidebar (Incident List):**
 - Incident List
 - Fire Behavior Request** (highlighted)
 - Stratified Cost Index
 - Relative Risk
 - Organizational Needs
 - FMU List
 - Mgmt Action Points
 - Shape Upload
 - Image Upload
 - Incident KMZ
 - Download Perimeters
 - Contact Information
 - Incident Privileges
 - Incident History List
 - Incident Analyses
 - National ERC-G
 - Fire Related Links
- Main Content Area (Fire Behavior Request for '456 Alaska Sample'):**
 - Desired Date: 06/0202012, Desired Time: 1300
 - Fire Behavior Needs:**
 - Long Term Behavior (> 6 days)
 - Short Term Behavior (1-3 days)
 - Near Term Behavior (1-6 days)
 - *Rationale for Request:**
 - Text area: "What is the management question you want answered with this request?"
 - Examples: "When do you think the fire will reach the containment line?", "What is the probability that the fire will reach the pipeline?", "We are doing a large burnout operation, if we get a spot across the line in nonane creek what size will the fire be with and without a frontal passage?"
 - Note: "Please include any special areas of concern in your rationale for this request"
 - Contact Information:**
 - Position: complete, Name: complete
 - Phone Number: complete, E-mail Address: complete
 - Buttons: Add Contact to List
 - Table with columns: Position, Name, Phone Number, E-mail Address
 - Buttons: Edit, Delete...
 - Buttons: Submit, Return

Requesting a Fire Behavior Specialist

A local Fire Behavior Specialist may be requested from within the requestor’s agency informally through email and/or telephone. This agency Fire Behavior Specialist will notify the AICC Fire Behavior Specialist that they will be completing the modeling request. At times there may be higher

1 priority fires statewide and this Fire Behavior Specialist may be asked to support other fires which
2 may delay this request. If an agency Fire Behavior Specialist is not available, place the analysis
3 request directly with the AICC Fire Behavior Specialist through email and/or telephone.
4

5 The AICC Fire Behavior Specialist will be the focal point in Alaska to assist agencies in finding a
6 Fire Behavior Specialist for analysis requests and to provide statewide prioritization of requests. An
7 in-state analyst will be contacted first followed by support from lower 48 personnel including the
8 National Decision Support Center in Boise.
9

10 **Prioritization of Requests**

11 The AICC Fire Behavior Specialist will coordinate requests with the Jurisdictional Agencies and the
12 three Operation Chiefs from the Protecting Agencies. Approval of the prioritized list will be done by
13 the AICC Center Manager. When the MAC Group is activated, they will approve the prioritized list.
14 The prioritization may include but not be limited to the following considerations:

- 15 • Emergent fires
 - 16 • Fires in proximity to identified values
 - 17 • Fires without obvious natural barriers
 - 18 • Fires with long-term potential
 - 19 • Politically or publically sensitive fires
 - 20 • Fires with potential for high costs
- 21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

1 **Alaska Statewide Annual Operating Plan 2014**
2 **Attachment 8: Alaska Burning Restrictions and Burn Closure Procedures**

3
4 The following procedures will be used to initiate burning restrictions or burn closures on
5 Jurisdictional lands and lands protected by the three wildland fire protection agencies in Alaska. The
6 needs and concerns of local area land managers and structural fire departments will be accommodated
7 through these procedures so that a request to initiate a burning restriction or burn closure within their
8 area or jurisdiction will receive appropriate attention. Furthermore, the cooperation of the
9 Jurisdictional and Protection Agencies is critical for the successful implementation of a burning
10 restriction or burn closure. Specific agency requirements may entail additional procedures within the
11 respective jurisdiction of each agency.

12
13 **DEFINITIONS:**

- 14
15 1. **Burning Restriction:** Suspension or advisory of any opening burning activities, which
16 requires a permit. This may also include any other non-permitted burning activity or
17 potential ignition source as a result of activity.
18
19 2. **Burn Closure:** Emergency closure, restriction, or curtailment of all open burning,
20 which are normally permissible during the fire season.
21
22 3. **Jurisdictional Agency:** Bureau of Indian Affairs, Bureau of Land Management, Native
23 entities, National Park Service, State, Borough, USDA Forest Service, US Fish & Wildlife
24 Service and other local land managers/owners.

25
26
27 The following assumptions are made in regard to initiating a burn restriction or burn closure:
28

- 29 1. Alaska Department of Fish and Game (ADF&G) management units will be used for area
30 designation along with clear text description of closure areas to assist with identifying the
31 affected areas for the general public
32
33 2. Recommendations by the Jurisdictional and Protection Agencies for regional or statewide burn
34 closures will be sent to the Deputy Director of Fire and Aviation, Alaska Department of
35 Natural Resources Division of Forestry for implementation by the State Forester, no later than
36 noon on Wednesday for weekend closures. Projected Canadian Forest Fire Danger Rating
37 System (CFFDRS) indices, Greenness values, and other pertinent fire behavior indicators and
38 fire weather predictions will be used to estimate fire danger.
39
40 3. Burning restrictions or burn closures will be rescinded based upon ample recovery of the
41 indices and conditions used to initiate the burn closure. Burning restrictions and burn closures
42 will not be rescinded based upon projected indices or forecasted precipitation.
43
44 4. Every effort shall be made to provide for minimal impact upon Alaskan residents and visitors to
45 the state. Burning restrictions and burn closures will be initiated over the smallest practical area
46 and rescinded as soon as fire danger is reduced to acceptable levels.
47
48
49
50
51
52
53

1
2 PROCEDURES:

3
4 A. PREPAREDNESS LEVELS I, II, & III:
5

- 6 1. Division of Forestry (DOF) Area, Alaska Fire Service (AFS) Zone, or USDA Forest Service
7 (FS) Fire Management Officers (FMO) recommends a burn closure after contacting the
8 affected Jurisdictional Agencies.
9
10 2. A local Jurisdictional Agency may recommend a burning restriction or burn closure to
11 responsible Protection Agency.
12 3. The appropriate Protection Agency Fire Management Officer will review the proposed
13 burning restriction or burn closure for the recommended area(s) and decide whether to
14 approve implementation of the proposed action (DOF requires State Forester approval).
15
16 4. The appropriate DOF Zone FMO will draft the Public Order in accordance with Alaska
17 Statutes and prepare an interagency news release which will be coordinated between fire
18 protection agencies, and their Public Affairs staff.
19
20 5. The DNR Public Information Center (PIC) and DOF/AFS information staff and/or
21 Joint Information Center will distribute the release in accordance with interagency
22 fire news release procedures.
23
24 6. All burning restrictions and burn closures initiated under this section will be posted on the
25 respective Agency Internet websites and on any phone message recordings.
26
27 7. Jurisdictional Agencies that provide information to the general public shall be notified
28 of burning restrictions and burn closures to assist with information dissemination.
29

30 B. PREPAREDNESS LEVELS IV & V:
31

- 32 1. The same process as described above may be used to determine if a burn closure should be
33 recommended (steps 1-4).
34
35 2. Public orders and news releases will be prepared as specified under preparedness levels I, II
36 and III.
37
38 3. News releases may reflect Alaska Wildland Fire Coordinating Group's
39 (AWFCG's) role in the burn closure implementation.
40
41 4. Burn closures initiated under this section will be posted on the Protection and
42 Jurisdictional Agencies' Internet websites and on the telephone fire information
43 hotlines.
44
45 5. AWFCG members are responsible for informing their respective land managers/owners of
46 the burn closure to assist with information dissemination.
47

48 C. RESCINDING BURN CLOSURES:
49

50 The process outlined above for rescinding burn closures will be followed after sufficient
51 recovery of CFFDRS indices and/or other indices and indicators used to initiate the burn
52 closure have occurred. Rescinding a portion of a burn closure is encouraged as long as the

1
2

area where the burn closure remains in effect can be clearly identified so the general public will not be confused.