

## CHAPTER 60 PERSONNEL

### General

DIDC will only dispatch individuals that have current Incident Qualifications Cards. Individuals must meet qualifications listed in the PMS 310-1 Fire Qualifications Handbook and in the case of Forest Service employees the Forest Service Fire and Aviation Management (FAM) Qualification Guide and any additional requirements set forth by agency direction which includes fitness requirements and annual refresher training.

### Tours of Duty and Work Schedule

When fire danger warrants (usually the first week of July), DIDC will be operated on a seven-day per week basis with hours from 0730-1800, Sunday through Saturday. This schedule will be maintained at least throughout the summer months and into the fall as fire danger dictates.

During periods of high fire danger or as Northern Rockies Planning Levels dictate operational hours will increase to meet the needs of the Interagency Cooperators. The Center Manager or acting will adjust work schedules as needed to meet demand and order additional dispatchers as needed.

### Suppression Crews (Type I and Type II)

- All standby for Inter-Regional Crews (Type I) will be governed by the Region-wide or Inter-Regional fire situation and controlled by the Northern Rockies Coordination Center. The Northern Rockies Mobilization Guide contains the locations and days off schedules for the Type I crews in Northern Rockies.
- Tours of duty for suppression forces should be staggered to the extent possible.
- The Dillon Division should usually be able to provide one Type II IA crew for off-Unit dispatch.
- Crews usually are named for Forest Type II (regular) crews will be the Forest name plus the number of the dispatch of regular crews for the Forest.

Example:

First crew dispatch would be Beaverhead-Deerlodge #1; sixth crew dispatch would be Beaverhead-Deerlodge # 6  
Crew Name for Job Corps will be the Center name plus the number of the Dispatch of crews from the Center.

## **Crew Optional Guidelines**

### **Policy and Scope**

This plan provides management guidelines for all Type II and camp crews mobilized by DIDC. DIDC is responsible for mobilization of crews comprised of personnel from cooperators and the Job Corps.

The crews may be comprised of regular federal government, state and county employees. Generally, the Beaverhead-Deerlodge National Forest will be able to sponsor one Type II suppression crew and occasionally two crews. Although the suppression crews will consist primarily of Forest Service employees, they may also include individuals from other cooperators. The Anaconda Job Corps Center (Job Corps) may also sponsor one or two camp crews, one or two kitchen crews and miscellaneous suppression resources. These crews are generally comprised of AD firefighters from the Job Corp that are supervised by overhead supplied by the Job Corps and/or Beaverhead-Deerlodge National Forest.

### **Objectives**

- To provide an organized, disciplined and effective fire suppression crew that will fight fire aggressively and safely.
- To provide proper training regarding fire fighter safety through exposure to a variety of fire suppression strategies and tactics.
- To provide fire suppression, fire behavior, fire ecology training and experience and increase awareness of the role of fire in resource management.
- To provide camp crews to assist with logistical functions.

### **Crew Composition and Responsibility**

Only qualified personnel will fill crew overhead and crewmember positions. This includes meeting the physical fitness standards and having a current Incident Qualification card for the position that they are assigned. PMS 310-1 and Forest Service Fire and Aviation Management (FAM) Qualification Guide qualification standards will be used in accordance with each agencies policy.

### **Suppression Crews**

Crew organization will follow National Mobilization Guide directions on page 180, Line 1. See Appendix D for a list of crew positions as required ICS qualifications.

Minimum crew size will be 18 for assignments outside of the jurisdiction of DIDC.

Crews that fall below 18 or the crew boss becomes unavailable may be returned home at the discretion of the incident commander.

Crew bosses are responsible for managing all aspects of the crew assignment. This includes thorough and timely coordination with DIDC and crewmembers. Once the crew boss has been notified of an assignment, the individual should be in communication with the squad bosses and crew boss trainee as soon as possible. A high level of communication with the crew and DIDC should continue throughout the assignment.

Crew boss, squad boss and crewmember responsibilities can be found in the Fireline Handbook. Crews may be dispatched with chainsaws when qualified sawyers are requested and available. A saw squad will be formed when chainsaws are assigned. Appendix D displays the crew composition and minimum qualifications for using chainsaws. In situations where the crew will be traveling by air and are not permitted to transport chainsaws, a saw squad may still be assigned with the intent being that the crew will order saws when they reach the incident.

### **Camp/Kitchen Crew**

Each camp crew or kitchen crew will have one camp crew leader assigned with up to nine crewmembers in a crew. The camp crew leader is responsible for the work effectiveness, safety, conduct, welfare, discipline, and leadership. The Camp Crew Boss (CACB) will report directly to the Facilities Unit Leader. See Forest Service Fire and Aviation Management (FAM) Qualification Guide for qualifications.

### **Anaconda Job Corps**

In order to maintain administrative oversight for a crew comprised primarily of Job Corps students, at least one Anaconda Job Corp employee will accompany the crew. The Job Corps employee may fill this role as the crew boss, camp crew leader, crewmember, or as a crew representative. Employees filling this role will need to meet the physical fitness standards and IQCS qualification standards for the position they are assigned.

### **Crew Dispatch Procedures**

All crews are ordered through DIDC and are dispatched to incidents by DIDC.

When there is an order for a crew, DIDC will contact the Forest FMO and he will contact all Duty Officers of all Districts, BLM Units, and DNRC. Utilizing a conference call they will determine how many folks each unit will be providing to the crew and what qualifications in order to meet the crew type specified by the resource order. During this conference call the crew boss and trainee will be identified. At this time they will also try to determine the vehicles which will be utilized so the information can be included in ROSS on the resource order. Once that list is completed, DIDC will verify all individuals hold current qualifications and the crew meets the crew type specified by the resource order. DIDC will then fill the order. All crew members will carry a photo ID. The Job Corps will select crewmembers for the squads for Job Corps crews.

TABLE 1. Crew Positions for Each Unit  
(Excluding Job Corps and emergency AD)

Unit	Crew Positions
Dillon R.D.	3
Wisdom/Wise River	4
Butte/Jefferson	4
Madison	3
Pintler	3
DDC (other cooperators)	3

Once a crew has been established, all crew members and overhead will rendezvous at a prearranged time and place before traveling to the incident or airport. This meeting location will generally be at DIDC or at one of the Forest Service offices that is on the travel route. It is the responsibility of the crew boss and DIDC to coordinate the rendezvous place and time with other crewmembers. It is the responsibility of the sending unit to make transportation arrangements for individuals from their unit to the crew rendezvous point.

DIDC will provide a crew manifest to the crew boss. The manifest will identify each crewmember's position and will include the following: crew boss, crew boss trainee (optional), squad A (saws), squad B, and squad C.

### **Training**

Large fire assignments are critical in acquiring experience and expertise needed to meet requirements for maintenance or advancement of IQCS qualifications. Individuals participating in crew assignments will be able to take advantage of the training opportunities. Crew assignments will provide the experience required to advance to squad boss, crew boss and strike team leader. Crew assignments will also provide a portion of the experience needed to meet prescribed fire qualifications for burn boss and firing boss positions.

The most important aspect of crew assignments will be the opportunity to become familiar with the application of the Ten Standard Fire Orders and Eighteen Watch Out Situations in a variety of fuel types and fire behavior situations. This type of experience is a valuable asset in developing safe fire fighting habits and will be the number one priority regarding crew training.

FFMO will be responsible for assigning a crew boss trainee from the established priority list. Once a crew boss trainee has received an assignment, that person will be rotated to the bottom of the list. The crew boss trainee list will be reviewed and updated annually by the Dillon Division Training Committee.

It is important that the crew boss trainee be given as much opportunity as possible to function in the crew boss role while being loosely supervised by the crew boss. This training should begin in the initial dispatch phase when there is a need to coordinate with DIDC, organize the crew, and obtain supplies and equipment. The trainee should be given the opportunity to supervise and manage the crew throughout the assignment and close out with DIDC when the assignment has ended.

It will be the responsibility of the crew boss to identify squad boss trainees and assign them as a trainee working under a qualified squad boss.

Individuals desiring to work in a trainee position are responsible for bringing an initiated task book and insuring their supervisor is filling out the books as they complete the required tasks. Completed task books will need to be submitted to the appropriate agency official for further consideration and certification.

### **Equipment**

The home unit will issue line gear, fire clothes, personal packs, sleeping bags and personal tents. Firefighters should leave their home units “fire ready”.

It is the responsibility of the crew boss to conduct an inspection of all crewmembers for proper PPE and gear before leaving for the incident. This inspection will be conducted at the rendezvous point.

Everyone on the crew will adhere to the weight standard of 65 pounds total for all personal and line gear. Total crew weight is limited to 5300 pounds.

The composition of tools to be carried by the crew will be determined by the Forest Duty Officer depending upon the information available at the time of the dispatch. It is the crew boss's responsibility to assemble additional supplies that the crew may need such as water, food rations, radio batteries etc. DIDC will coordinate with the crew boss and sending units regarding any gear or weight restrictions associated with air travel.

A minimum of four king radios will accompany each 20 person suppression crew.

Crew bosses are responsible for keeping their crews properly supplied with gear and equipment while on an incident. Whenever possible, a crew should replace damaged, lost or worn out items before leaving an incident. If this is not possible, the crew boss should obtain an “S” number from the incident so that any needed replacement supplies may be ordered when the crew returns home.

Chainsaws may accompany a crew when qualified personnel are present and travel restrictions allow for saws. Generally, two chainsaws will accompany a crew. It is the responsibility of the two lead sawyers (FALB) that have been assigned, to bring the saws, gas & oil, and other equipment needed from their home unit. DIDC will coordinate with the sending units when assigning individuals to the sawyer positions during the initial formation of the crew. It is the responsibility of the crew boss and saw squad boss to

follow up with the individuals who have been assigned to these positions to ensure that they are bringing all the necessary gear. See Appendix E for a crew equipment list including a recommendation for the type of chainsaw and accessories.

Trauma packs will be available to go with crews when qualified EMT's are available. The kit will be signed out to the CRWB who will delegate it to the EMT. The EMT and CRWB are responsible for refurbishing the kit upon return to DIDC. If items need to be replaced which could not be obtained on the incident, a complete list will be provided to DIDC who will aid in getting the items replaced.

### **Performance Evaluations and Monitoring**

Evaluations of the crew and crew boss performance will be obtained from the appropriate incident overhead. Each person that fills a crew overhead position will be rated by the crew boss. Each crewmember will be rated by crew overhead. DIDC center manager will monitor crew ratings, performances and inform the Interagency FMO's of performance problems. DIDC will forward a copy of ratings to each crew member's home unit.

Forest Service employees are required to obtain supporting documentation for all off Forest assignments which individuals perform in a function other than the one identified on the ROSS resource order, in order for that experience to be included in IQCS as experience in that position.

### **Incident Management Teams**

Nothing in addition to the Northern Rockies Interagency Mobilization Guide found at: [http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap\\_60.pdf](http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap_60.pdf)

### **Incident Support Teams**

Nothing in addition to the Northern Rockies Interagency Mobilization Guide found at: [http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap\\_60.pdf](http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap_60.pdf)

### **Specialized Personnel**

Nothing in addition to the Northern Rockies Interagency Mobilization Guide found at: [http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap\\_60.pdf](http://gacc.nifc.gov/nrcc/dispatch/mobeguide/Chap_60.pdf)