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INTRODUCTION

- Extended attack and transitional periods are the most hazardous stages of wildland fire suppression -

The Northern Rockies Region recognizes the need to manage wildland fires in the safest and most efficient manner possible. This plan provides for the rapid deployment of an effective Type 3 incident management organization.

The Northern Region will provide the core overhead personnel to produce one Type 3 Incident Management Team (IMT3). This team will be available to manage any Type 3 incident within the geographical area and may be available for out of Region assignments. The general operating period will be from July 18 to September 25, 2010. The IMT3 goal is to mobilize within 2 hours of the unit request during the availability period. Assignments during the shoulder seasons may be possible but will require longer mobilization time.

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TEAM OBJECTIVES AND GUIDELINES

Objectives

The objective of this plan is to set forth guidelines and procedures for agency administrators to utilize the Region 1 Forest Service Type 3 Incident Management Team (IMT) for the following situations:

- A single extended attack incident expected to last more than two (2) operational periods,
- Multiple initial attack incidents within close proximity, each with an IC and/or exceeding the span of control or other management capability of the unit fire duty officer,
- Supporting an incident that interferes with or exceeds the capability of other unit operations,
- Interim management of a fire in transition from local fire management to a Type 2 or 1 incident management team,
- Managing a long duration fire of a low or moderate complexity.

Guidelines

This plan provides operating guidelines and procedures for agency administrators, fire managers, and dispatch centers to mobilize an organized Type 3 organization. The Type 3 Incident Commander (IC) will establish a roster of positions to meet the hosting agency needs. Mobilization of the IMT3 is outlined, in detail, in Attachment 1.

On single jurisdictional incidents, the Type 3 IMT will be managed by one Incident Commander. On multi-jurisdictional incidents involving other entities, a Unified Command may be established. Together, the officials responsible for managing the incident must monitor the incident complexity to be assured it does not exceed that which is appropriate for this organizational level.

When the hosting unit identifies the need for a Type 3 incident management team they will specify when ordering, the team organization they want provided.

Prior to arrival of the team, the Agency Administrator shall:

- Prepare and/or review and approve Incident Complexity Analysis (See Attachment 2)
- Prepare and/or review and approve WFS/ WFDSS and daily updates
- Prepare and issue Delegation of Authority to the incoming IC.

Upon arrival of the team, the Agency Administrator shall:

- Prepare and conduct the Line Officer's briefing of incoming IMT. (See Attachment 3)
- Make resource advisors available if necessary.

- Provide oversight of IMT performance regarding Safety, Strategy, Cost Efficiency and Effectiveness.
- Complete a written evaluation of IMT performance at the completion of the assignment and review it with the Incident Commander.

OPERATING PROCEDURES AND TEAM POSITIONS

Operating Procedures

From approximately July 11 to September 18, the Type 3 team will be available and ready to mobilize within 2 hours.

1. The primary availability period is July 11, 2010 through September 18, 2010. If the season dictates this can be extended earlier or later.
2. The Type 3 IMT roster will remain on-call for fourteen (14) days. Availability starts at 0600 on Monday through 0559 on Monday two weeks later. The initial roster will be pulled together by the Primary IC by the Wednesday prior to the on-call period and provided to KIC.
3. After each 14 day rotation the roster will be revised. If the primary positions are not filled, the team will stand down.
4. During shoulder seasons (June 1 to Availability period to October 15) the IC will be determined on a weekly basis and KIC notified. A full roster will not be developed but personnel will be call upon assignment.
5. Generally members are expected to participate for at least one availability period.
6. All members will be kept on a list. A request for team members will be made the Wednesday prior to each availability period to determine who is available for a potential assignment. During the shoulder seasons, the roster will be compiled at the time of request.

Positions

The final team roster will be coordinated with the host unit at the time of request. This decision will be based upon the discussion between the Type 3 IC and the requesting unit Line Officer and/or Duty Officer. The IC has the ultimate responsibility for assigning personnel to team positions based on knowledge of individual qualifications.

Unless otherwise agreed upon by the Type 3 IC and the requesting unit, team mobilization will include 8 overhead positions: An Incident Commander, Deputy IC, Operations, Plans, Logistics, Finance, Information and Safety personnel. If a position(s) within the Type 3 IMT cannot be filled within from the pre-identified Agency Personnel Pool, a resource order will be placed by the hosting unit through ROSS to fill the position(s). (See Attachment 4)

The team will utilize host agency, and local cooperators to the fullest extent possible to ensure that continued workforce development is occurring. Availability of trainees should be discussed with the host unit prior to mobilization.

| Type 3 IMT Functional Responsibility | ICS Minimum Qualification Requirement |
|---|---|
| Incident Command | Incident Commander, Type 3 (ICT3) |
| Deputy IC/Trainee | (Must be fully qualified ICT3 to act as Deputy, otherwise will use ICT3t. |
| Operations | DIVS |
| Aviation | HEB1 or HEB2 |
| Plans | RESL |
| Logistics | SPUL, FACL |
| Finance | COST, TIME |
| Information | POIF |
| Safety Officer | SOFR |

MOBILIZATION / DEMOBILIZATION

Mobilization

Requests for a Type 3 IMT will be processed through the Northern Rockies Coordination Center (NRCC). The receiving unit will generate a ROSS IMT3 request and will place the order through NRCC. NRCC will place the IMT3 team request with Kalispell Interagency Dispatch (MT-KIC). See Attachment 1 for details.

Team Roster:

The ICT3 will negotiate and establish a team roster with the requesting unit Line Officer / Duty Officer. Once this is established, the ICT3 or Plans Section will contact team personnel to ensure availability. The ICT3 or Plans Section will provide a list of positions/names to the IMT3 base dispatch center. The base dispatch center will develop a team roster in ROSS to fill the team request.

IMT members will receive resource orders through their home dispatch office. They will coordinate travel information with dispatch to complete the resource order fill information. Information on team mobilization status will be maintained throughout the mobilization period between the base dispatch center and the incident host dispatch center.

The requesting unit will specify the mobilization point, arrangements for briefing the IMT, and transportation requirements at the time of the order.

Demobilization

The team will demobilize as a unit unless special circumstances exist. On a long duration incident, personnel may be rotated in and out in a staggered demobilization process to maintain management consistency and prevent the classical transition day. Personnel for this resource exchange will be drawn from the IMT3 Personnel Pool, the host unit or through the resource ordering. This will be managed on a case-by-case basis. Transition to or from either a Type 2 or Type 1 Team, or back to the host agency, should be well coordinated and may require the team to remain on the incident for an additional shift. NRCC will be notified of team demobilization plans in advance per Northern Rockies Mobilization Guide direction.

INITIAL SUPPLY ORDER / SUPPORT

Initial Supply Order

A Type 3 supply kit pre-order has been identified to meet base mobilization needs. An example supply kit inventory is included in Attachment 7. A resource supply order is necessary to obtain these items. Items will be orders as individual line items, not as a pre-established kit unless the order is placed through a Region 1 Cache that has a pre established Type 3 Kit (See Attachment 7 for examples). The ICT3 or Logistics Specialist should review the list with the Line Officer / Duty Officer in advance of placing the supply pre-order. For example, if the ICP will be at a work center, are tables and chairs necessary? Once the pre-order has been approved and mobilized, the Logistics Specialist will place additional supply orders as needed through the appropriate dispatch center.

Supplies

Procedures for Ordering

Direct Cache Ordering: Resource order numbers for incidents are assigned through the appropriate dispatch center and control may or may not be given to the team to order directly from the NR fire cache. If the team is authorized to order supplies directly, the dispatch center may have the team cache orders begin with request number 1000. This process should be discussed at the in-briefing.

NFES Cache items must be on a separate Resource Order form from all non-NFES item orders, i.e., items to be purchased locally. If direct supply ordering is allowed, cache orders may be placed to the NR Cache on Resource Order Form, ICS-260-1(NFES 1470).

The National Fire Equipment System Catalog (NFES 0362) is to be used as the reference catalog when ordering from the Fire Cache. All requests must include the NFES catalog number and standard quantity.

Local purchasing: Finance and Logistics will work with the appropriate dispatch center to conduct local purchasing.

All cache items shall be returned to the NR Fire Cache. Cache returns should be logged on a Waybill at time of demobilization. Differences between quantities shipped and returned will be charged to the incident as well as any associated refurbishment charges. Stringent supply inventory is imperative.

Type 3 Incident Replacement Requisitions

The incident Logistics Specialist will be responsible for managing incident replacement requisitions when a Type 3 IMT is assigned. Prior to release from an incident, firefighting resources will prepare an Incident Replacement Requisition, (NFES 1300), and an Incident Replacement Requisition Continuation, (NFES 1286), for items which have been lost, consumed, or destroyed during the incident. The approved replacement requests will be based on Engine Accountability sheets or other fire equipment inventory documents. If equipment and supplies are available at the incident for replacement, the request is filled at the incident. If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is not being immediately demobilized, Logistics will place a resource order for needed items through appropriate channels to the servicing fire cache. The order will be shipped to the incident and replacement will take place.

If equipment and supplies are unavailable at the incident for replacement, AND the requesting resource is being demobilized, an OF-315, Incident Replacement Requisition, (NFES 1300) will be completed by the Supply Unit and forwarded to the Cache. Authorized approvals and signatures MUST be included on the requisition to the Cache. The only person(s) authorized to approve Replacement Requisitions is the Agency Administrator or Representatives. (See Chapter 30, IIBMH)

Government Property: Lost/Damaged/Destroyed:

The damaged/destroyed property must be returned to supply with written documentation of the cause of damage, and photos when appropriate and/or possible witness statements, etc.

If the cache replacement is not acceptable, a resource order may be issued with an “S” number assigned for the value commensurate to the cost of the (documented as identified above) destroyed/damaged item to allow the purchase of the replacement item chargeable to the incident if approved by the Agency Administrator or Representative.

Replacement of supplies consumed on the incident should be replaced from the existing incident supplies. If not available from supply, an OF-315 must be prepared along with a resource order approved and an “S” number provided by supply.

The IIBMH requires that damaged or lost government property be documented on the AD-112, Report of Unserviceable, Lost, or Damaged Property. It must describe the circumstances of the loss and have official signatures. The IMT will review, sign, and take any follow-up action. All reports are submitted to the Incident Agency.

All replacement orders must be submitted and received no later than 45 days after close of the incident.

Transfer of Supplies Between Incidents

Transfer of cache supplies between incidents is not recommended. Accountable items such as Mark III pumps and repeaters should be tracked on the resource order with GPS locations to ensure locations are clearly identified for transition to the host unit or the next level of incident management, i.e. a Type 2 team.

INCIDENT COMMUNICATIONS

Radio Communication

The radio frequencies for each area can be found in the Northern Rockies Mobilization Guide or the Northern Rockies Frequency Guide. Incident communication should be discussed following the in-briefing to determine what communication is currently in place. The IC or Logistics Specialist may request incident frequencies and may order a portable repeater anytime during the incident to reduce incident radio traffic from the local area channels.

ICP Communication Needs

Repeaters

A Communications Technician (COMT) must place and receive an order for a repeater. (See Attachment 12 for a list of Region 1 COMT's)

Team Kits

The Northern Tier Team will be issued the Regional Team kit. (See Attachment 8 for Kit Contents)

Finance Section support of both teams will be equipped with a computer with ISUITE capabilities.

Phones, faxes, copiers, printers

Prior to arrival at the incident the IC and/or logistics should discuss additional electronic support items such as landline telephones, cell phones (usage and area capabilities), fax machines, copiers, printers, etc. Items should not be purchased or rented without consulting with the unit Incident Business Advisor and/or the Dispatch Manager to know what is available from the host unit.