

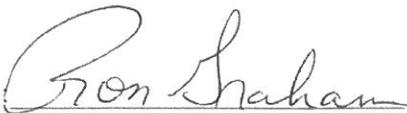
Rocky Mountain Area Native American Crew Plan

2014-2019

Comments may be sent to:

Bureau of Indian Affairs
Great Plains Regional Office
Attn: Natural Resources Fire and Aviation, MC-301
115 4th Ave SE
Aberdeen, SD 57401
Office phone: 605-226-7621

Approved:



Ron Graham, Chair, RMCG

Date:

4-30-14

Introduction

This plan will serve as an appendix to the Memorandum of Understanding (MOU) outlined in the Rocky Mountain Area Interagency Incident Mobilization Guide, Chapter 40 – Cooperation. This plan is intended to be valid for a five year period but may be revised as necessary.

The NAC Plan is to be utilized for the conduct of all BIA Administratively Determined employees (AD`s) at the point of hire in any configuration of firefighting resources. The Disciplinary Actions section (on page 15) will be applied to all BIA AD`s on all risk incidents on local, intragency, or interagency dispatches regardless of location.

TABLE OF CONTENTS

| | Topic | Page |
|-------|--|------|
| | ACRONYMS AND TERMINOLOGY..... | 1 |
| I. | PURPOSE..... | 2 |
| II. | AUTHORITY..... | 2 |
| III. | MISSION STATEMENT..... | 2 |
| IV. | SUPPORTING AGENCIES..... | 2 |
| V. | WORKFORCE..... | 3 |
| VI. | CREW ALLOCATION..... | 3 |
| VII. | CREW STRUCTURE & REQUIREMENTS..... | 3 |
| | A. Equal Employment Opportunity..... | 4 |
| | B. Physical Fitness..... | 4 |
| | C. Incident Qualification Card | 4 |
| | D. Medical Standards..... | 5 |
| | E. Drug Testing..... | 5 |
| | F. Age Requirements..... | 5 |
| | G. Crew Boss and Crew Member Selection for Dispatch..... | 5 |
| | H. Type 2 Crew Positions and Standards..... | 5 |
| | I. Camp Crew Configuration..... | 6 |
| | J. Crew Representative (CREP)..... | 7 |
| | K. Type 2 Initial Attack (IA) Crew/IA Modules..... | 7 |
| | L. Sawyer/Saw Teams | 8 |
| | M. Prescribed Burn Crews..... | 8 |
| VIII. | MOBILIZATION..... | 8 |
| | A. Rocky Mountain Coordination Center (RMCC)..... | 8 |
| | B. Interagency Dispatch Centers..... | 8 |
| | C. Dispatch Requirements (including reassignment)..... | 9 |
| | D. Crew Dispatching | 9 |
| | E. Crew Rotation Guidelines..... | 9 |
| | F. Length of Assignment | 10 |
| | G. Interagency Resource Representative (IARR)..... | 10 |
| | H. Dispatch Directory | 10 |
| | I. Emergency Demobilization | 11 |
| | J. Manifest | 11 |
| | K. Nepotism Policy..... | 11 |
| | L. Personal Clothing. | 11 |
| | M. Personal Protective Equipment (PPE)..... | 12 |
| | N. Open/Closed Camp Policy..... | 13 |

TABLE OF CONTENTS (continued)

| | Topic | Page |
|------|--|------|
| IX. | NAC CREW CONDUCT AND DISCIPLINE..... | 13 |
| | A. NAC Expectations..... | 13 |
| | B. Misconduct Issues..... | 14 |
| | C. Action Process..... | 14 |
| | D. Review Process for Individuals and Crews..... | 15 |
| | E. Disciplinary Actions..... | 15 |
| X. | CREW PERFORMANCE EVALUATIONS..... | 17 |
| | A. Evaluation..... | 17 |
| | B. Individual Performance Evaluation..... | 18 |
| | C. Evaluation Routing..... | 18 |
| | D. Position Task Books (PTBs)..... | 18 |
| XI. | NAC PROGRAM ADMINISTRATION..... | 18 |
| | A. AD Pay Plan..... | 18 |
| | B. Compensable Time..... | 19 |
| | C. Timekeeping..... | 19 |
| | D. Pay..... | 19 |
| | E. Conditions of Hire..... | 19 |
| | F. Income Tax Withholding Information..... | 20 |
| | G. Department of Homeland Security (DHS) Form I-9..... | 20 |
| | H. Personal Information Disclosure..... | 20 |
| | I. NAC Accident/Injury Reporting..... | 20 |
| | J. Office of Workers' Compensation Procedures (OWCP)..... | 21 |
| | K. Agency Provided Medical Care (APMC) Procedures..... | 21 |
| | L. Responsibility for Completing Injury Forms..... | 21 |
| | M. Mail..... | 22 |
| | N. Hazardous Materials..... | 22 |
| XII. | NAC CREW TRAINING..... | 22 |
| | A. Home Unit..... | 22 |
| | B. NAC Training Requirements..... | 23 |

APPENDICES

| | | |
|----|----------------------------------|----|
| A. | Crew Mobilization Standards..... | 24 |
|----|----------------------------------|----|

ACRONYMS AND TERMINOLOGY

Following is a list of acronyms and terms used in this plan:

AD - Administratively Determined
AFMO - Assistant Fire Management Officer
APMC - Agency Provided Medical Care
BIA - Bureau of Indian Affairs
BLM - Bureau of Land Management
CO - Contracting Officer
CREP - Crew Representative
CTR - Crew Time Report
EEO - Equal Employment Opportunity
EFF - Emergency Firefighter
ETA - Estimated time of arrival
ETD - Estimated time of departure
FFT1 - Firefighter Type 1
FFT2 - Firefighter Type 2
FMO - Fire Management Officer
FS - U.S. Forest Service
FWS - Fish and Wildlife Service
HSQ - Health Screen Questionnaire
HRSP - Human Resource Specialist
IARR - Interagency Resource Representative
IIBMH - Interagency Incident Business Management Handbook
ICS - Incident Command System
IHS - Indian Health Service
IMT - Incident Management Team
IQCS - Incident Qualification and Certification System
LCES - Lookouts Communications Escape Routes Safety Zones
NAC - Native American Crew
NICC - National Interagency Coordination Center (Boise, ID)
NIFC - National Interagency Fire Center (Boise, ID)
NPS - National Park Service
NRCC - Rocky Mountain Coordination Center (Missoula, MT)
NRCG - Rocky Mountain Coordinating Group
OSHA - Occupational Safety and Health Agency
OWCP - Office of Workers' Compensation Program
PPE - Personal Protective Equipment
PTB - Position Task Book
ROSS - Resource Ordering and Status System
R&R - Rest and Recuperation
WCT - Work Capacity Test

I. PURPOSE

The Native American Crew Plan, herein after is maintained by the Rocky Mountain Coordinating Group (RMCG), Native American Crew (NAC) activities represent a cooperative effort between the Bureau of Indian Affairs (BIA), and the following agencies: the Bureau of Land Management (BLM), the Fish and Wildlife Service (FWS), the National Park Service (NPS), the United States Forest Service (USFS), and state and local agencies in Colorado, Kansas, Nebraska, South Dakota and Wyoming.

This operating plan will be used by the Rocky Mountain Coordination Center (RMC) and the National Interagency Coordination Center (NICC), Boise, ID., in managing Native American crews. The Administratively Determined (AD) Pay Plan for Emergency Workers (Casuals), the Interagency Incident Business Management Handbook (IIBMH), Wildland and Prescribed Fire Qualification System Guide PMS 310-1, Forest Service Fire and Aviation Incident Qualification Handbook, 5109.17, BIA Wildland Fire and Aviation Program Management and Operations Guide (Blue Book), BLM Standards for Fire and Aviation Operations (Red Book), Work Capacity Test Administrator's Guide and other governing statutes are controlling documents and will override this plan if there is conflicting information.

II. AUTHORITY

The following authorities apply to this document and program:

- Department of Interior and Related Agencies Appropriation Acts.
- Approved Cooperative Agreements, Contracts, and Self-Governance Authorities.
- Interagency Agreement for Fire Management between the BLM, the BIA, the NPS, the FWS, of the Department of Interior and the FS of the Department of Agriculture, February 2001.

III. MISSION STATEMENT

The mission of the RMCG is to promote an interagency approach to fire management and to support this effort with NAC resources on all lands within the Rocky Mountain Geographic Area and to provide highly trained and motivated Native American crews for interagency use.

IV. SUPPORTING AGENCIES

The Great Plains and Rocky Mountain Regions of the BIA, provide oversight and funding for Native American Type II crew organizations. The local sponsoring agency is considered the "Home Unit" for the purpose of this plan. Each sponsoring agency is responsible for the authority and execution of the NAC plan.

V. WORKFORCE

Federal, State and Local agencies in the Rocky Mountain Area and throughout the United States use NAC organizations to supplement their regular workforce. The NAC workforce does not occupy dedicated positions within any of the fire suppression or fire management organizations. Typically these crews are hired as an Administratively Determined, Emergency Firefighter AD/EFF on an emergency or supplemental basis.

The United States Government recognizes the economically depressed conditions and extremely high rates of unemployment on Indian Reservations. Government programs have been developed to encourage economic development on Indian Reservations. In support of these efforts, and in consideration of the historic propensity for Indian Reservations to produce high quality fire suppression crews, it is the policy of the agencies participating in the plan to promote employment of Native American crews whenever possible.

VI. CREW ALLOCATION

The BIA has identified the goal of 50 Native American crews for interagency support. Each reservation is allocated a portion of the total number based on total reservation population statistics. There will be no attempt to limit reservations to their allotted crew numbers until the 50-crew goal is approached.

VII. CREW STRUCTURE & REQUIREMENTS

To qualify for hire, all NAC personnel will meet the national minimum standards for experience, training, medical and physical fitness as established by the NWCG in the Wildland and Prescribed Fire Qualification System Guide PMS, 310-1 and for FS sponsored units the Fire and Aviation Incident Qualification Handbook, 5109.17. Native American crews will follow the National Wildfire Coordinating Group (NWCG) minimum crew standards for mobilization. (see page 24 of this guide)

Native American crews are generally organized as Type 2 Crews. Crews other than normal Type 2 structure can be ordered on a case-by-case basis to meet special needs (Type 2 IA Crews/IA Modules). The composition of a BIA sponsored Type 2 IA crew may consist of General Schedule (GS), Tribal, or Administratively Determined (AD) personnel and any combination thereof. When dealing with personnel issues the hiring authority for GS, Tribal or AD will be utilized for each appropriate circumstance. Although there is no requirement for Type 2 IA crews to be self-sufficient it is recommended that Type 2 IA crews strive to be self-sufficient.

Crews are encouraged to have two carded chainsaw operators, documented on the manifest when the order is filled. Chainsaw operators will not be paid as Faller A, B, or C unless the Incident Management Team (IMT) specifically requests them on the resource order. The need for chainsaw use is the responsibility of the IMT. If an IMT requests the use of chainsaws for operational use the crew can be provided and use chainsaw(s) on the incident when qualified personnel are available on the crew. AD pay

rates will be changed on a “per shift(s)” basis to reflect the level of sawyer certification requested for chainsaw use. This request must be documented on the General Message Form, ICS-213 or the Crew Time Report (CTR), (SF-261) by the IMT.

A. Equal Employment Opportunity (EEO)

EEO practices will be followed during all phases of crew management including recruiting, hiring, training, and performance evaluation of crew personnel. The policy is to provide equal employment opportunity for all qualified personnel regardless of race, creed, color, sex, national origin, age, or physical disability.

B. Physical Fitness

The Work Capacity Test (WCT) Administrator’s Guide shall be utilized for all positions requiring a fitness level. All participating agencies will accept the physical fitness standards of the sponsoring agency for NAC personnel. The Fire Management Officer/Assistant Fire Management Officer (FMO/AFMO) may require completion of a WCT at any time.

C. Incident Qualification Card

The Incident Qualification and Certification System (IQCS) will be used to record and document employee qualifications, experience and training. All wildfire and prescribed fire incident experience must be entered in the IQCS for all BIA and Tribal firefighters in order to verify qualifications for interagency and local dispatch. Individuals without an IQCS profile will not be dispatched.

Each AD/EFF firefighter will be sponsored by one home unit. Other units will not dispatch other sponsored AD/EFF personnel. If AD/EFF personnel have relocated and are requesting sponsorship from a local unit an official letter of request for sponsorship is required. This written request must be coordinated between the current home FMO/AFMO and the new sponsoring local unit FMO/AFMO. Once the request is approved the IQCS record shall be transferred to the new sponsoring unit. After the transfer of records which should include (certificates, physical fitness, task books, disciplinary record(s), and any official correspondence etc.) is complete the individual(s) are officially sponsored by the local unit and available for dispatch.

Out of geographic area dispatches require each AD/EFF firefighter to have a qualification card per national direction. It is strongly recommended that in all instances qualification cards should be produced for all AD/EFF firefighters. The burden of proof is on Compacted or 638 Tribes to show they are using the IQCS, or a system of similar controls. Each AD/EFF firefighter functioning in an overhead or technical specialist position must carry an incident qualification card printed from IQCS. Picture ID is also required for AD/EFF personnel

D. Medical Standards

The Federal Interagency Wildland Firefighter Medical Qualification Standards will be used to ensure that individuals hired are medically and physically fit. This includes the administration of the Work Capacity Test (WCT). Sponsoring agencies are responsible for adhering to the latest firefighter medical qualification standards.

E. Drug Testing

To promote a Drug Free Workplace and comply with Federal Departmental Manuals every AD/EFF firefighter must submit to an annual drug test as a condition of hire. In accordance with the Department of Interior, Department Manual (DM) 370 DM 792, 10.1, all AD/EFF hires are subject to random and reasonable suspicion drug testing. An accurate and reliable drug test will be utilized to screen for marijuana (THC), cocaine (COC), opiates (OPI), amphetamines (mAMP), and phencyclidine (PCP).

F. Age Requirements

No one under eighteen years of age will be hired or dispatched under this plan.

G. Crew Boss and Crew Member Selection for Dispatch

The local FMO/AFMO has the responsibility to ensure that all individuals dispatched are fully qualified and the final manifest is accurate. Dispatchers and crew bosses in consultation with the FMO will select qualified squad bosses and crew members. Home unit FMO/AFMO in consultation with local crew boss organizations will develop a selection process for identifying crew boss trainees.

H. Type 2 Crew Positions and Standards

NAC Type 2 crews are expected to complete work assignments and to maintain orderly conduct during the entire period of employment. The crew boss has the ultimate responsibility for the conduct and performance of the crew during the assignment. Type 2 crews will not be split or deployed over such an area that the crew boss cannot exercise control of the entire crew. The following is a list of type 2 crew positions and standards:

1. Crew Member (Firefighter Type 2)

Crew members work as members of a crew, and are skilled in the use of wildland fire suppression hand tools which includes but not limited to; McLeod, Pulaski, shovel and combination tool(s).

2. Squad Boss (Firefighter Type 1)

Squad bosses serve as work leaders, working with crew bosses, and are responsible for the work effectiveness, safety, conduct, welfare, and discipline of their assigned squads.

Individuals may qualify if they have successfully completed all required training. They must also have demonstrated leadership ability by acceptable performance on at least two fire assignments in the last five years, completed a Firefighter Type 1/Incident Commander Type 5 task book and received a recommendation from an FMO, crew boss or crew representative.

3. Crew Boss (Single Resource Boss)

Crew bosses are directly responsible for crew time recording, work effectiveness, safety, conduct, welfare, organization, briefing, discipline and completion of all accident forms. Crew bosses should also maintain a daily diary/log of events. Prior to departure from the incident the crew boss will ensure that all appropriate accident forms (CA-1, CA-2, CA-16, etc.) are completed and all emergency time reports are accurate and complete and any discrepancies are resolved. Upon arrival at the home unit the crew boss must deliver a completed crew evaluation, to the home unit FMO/AFMO.

Crew bosses and crew members will be disciplined if it is found that a violation of the NAC misconduct occurs on his/her crew and it was not reported. A crew boss trainee may be assigned if they have completed all required training and have a task book initiated by their home unit. When assigned to an incident that has a training specialist the crew boss shall work closely with the training specialist to complete/document training and experience requirements.

I. Camp Crew Configuration

A NAC camp crew will consist of one camp crew boss, one squad boss and eight crew members. Squad bosses and crew members must have completed Basic Firefighter Training (S-130), Annual Fire Safety Refresher (RT-130), and L-180 Intro to Leadership. A light Work Capacity Test is required for each position. Annual refresher is not required for squad boss or crew member positions.

1. Camp Crew Member

Crew members work as members of a camp crew and are used to support camp functions.

2. Camp Crew Squad Boss

Squad bosses serve as work leaders, working with camp crew bosses, and are responsible for the work effectiveness, safety, conduct, welfare, and discipline of their assigned squads.

3. Camp Crew Boss

Camp Crew Bosses must be previously qualified at the FFT2 level and successfully completed Basic Firefighter Training (S-130), Introduction to Wildland Fire Behavior (S-190), and Annual Fireline Safety Refresher (RT-130). A light Work Capacity Test and Annual Refresher is required. The camp crew boss will report directly to the facilities unit leader.

J. Crew Representative (CREP)

When crews are dispatched outside the Rocky Mountain Geographic Area, or to incidents within Rocky Mountain with out of area teams assigned, one crew representative will be sent for every two crews with the option of sending a crew representative with every crew. If a crew representative is assigned the crew cannot exceed 20 persons. The CREP shall work closely with the planning section chief and IARR if one is available.

The NAC plan should be reviewed by each crew representative prior to any dispatches. The CREP should live and work with the crew(s) and assist the crew boss(s) with administrative duties while implementing NAC plan guidelines. The CREP will leave tactical and crew supervision functions to the crew boss(s) and will not be allowed to take on other overhead assignments/duties while assigned as a CREP. For disciplinary problems the CREP will provide a complete and accurate report documenting all offense(s) and will forward to the appropriate home unit FMO for immediate action. Prior to release the CREP and each CRWB will complete the appropriate reports and submit them to the home unit FMO/AFMO.

K. Type 2 Initial Attack (IA) Crew/IA Modules

For BIA units establishing a Type 2 IA crew home unit FMO's must submit a letter of request to their respective Regional Fire Management Officer. For FS units establishing a Type 2 IA crew shall submit a letter of request to the Forest Fire Management Officer. A crew manifest identifying individuals and qualifications must be submitted with each request. The Type 2 IA manifest must identify personnel that will serve in committed positions on the crew. Orders for Type 2 IA crews and IA modules shall be very specific about the job requirements. Reference the Rocky Mountain Mobilization Guide when needed.

L. Sawyers/Saw Teams

Home units with the ability to organize sawyer/saw teams will utilize the guidance as outlined in the Rocky Mountain Mobilization Guide, Chapter 60. Sponsored units will ensure compliance with respect to their individual chainsaw policy and procedures.

M. Prescribed Burn Crews

Prescribed burning crews can be ordered to assist with on-the-ground fuels management treatment activities, as identified in Chapter 5 of the BIA Wildland and Prescribed Fire Management Policy, Implementation Procedures Reference Guide, (August 1998), the Interagency Agreement for Fire Management commonly referred as the “six party agreement, (March 2005)” and the National Interagency Mobilization Guide, (NFES 2091).

Crews used for prescribed fire must be hired through the Department of Interior utilizing the AD Pay Plan. Personnel assigned to fill prescribed fire positions must meet NWCG qualifications for each position and have the ability to perform successfully. Prescribed fire assignments will be coordinated and agreed to between offices in terms of personnel, resources and length of assignment. The task order process outlined in the National Interagency Mobilization Guide will be used to document these agreements and implement these special projects.

VIII. MOBILIZATION

Local, regional and national mobilization procedures will be followed as outlined in established guides when mobilizing Native American crews. This includes the National Interagency Mobilization and Rocky Mountain Interagency Mobilization Guides.

A. Rocky Mountain Coordination Center (RMCC)

The Rocky Mountain Coordination Center is the dispatching organization that coordinates the movement of resources throughout the Geographic Area.

B. Interagency Dispatch Centers

Interagency Dispatch Centers or home units shall maintain availability status of crews in the Resource Ordering and Status System (ROSS). Interagency Dispatch Centers and home units shall maintain in-house crew management systems, which insure rotational call-up of available crews. Coordination of Native American crew use is a shared responsibility of the sponsoring agency, Interagency Dispatch Centers and RMC.

C. Dispatch Requirements (including reassignment)

All NAC personnel should come well prepared and have adequate personal items for a 14 day assignment. A standard assignment is 14 days, not including travel from and back to the home unit. However there is no guarantee that a crew will be utilized for the entire duration. Responsibilities for arrangement of crew travel, meals and transportation will be coordinated between the ordering and the dispatching unit when the order is placed. After crews are hired all meals will be provided, however, crews leaving the home unit after normal mealtime should not expect to receive a meal until the next normal mealtime.

D. Crew Dispatching

The home unit will establish and maintain a call-up system, which meets time frames established between the home unit and the local Interagency Dispatch Center for crew mobilization. Prior to mobilization each unit will communicate with their respective interagency dispatch center on the availability of crew(s).

Home units will be allowed two hours to assemble the crews ordered. They have 30 minutes to respond to the initial contact as to whether or not the crews can be provided. If the order cannot be filled the dispatch center will place the order with the next home unit on the rotation list. If a crew can mobilize, but their dispatch is cancelled they will move to the top of the rotation list for the next dispatch. Under no circumstances will a crew consisting of less than eighteen persons be dispatched to an incident. (see appendix A)

E. Crew Rotation Guidelines

The purpose of establishing a crew rotation is to ensure that every crew has an equal opportunity for a dispatch assignment. A wide variety of factors influence the decision as to where a resource order for crews is placed:

1. Proximity to the incident during time periods when response time is critical.
2. Ability to meet mobilization timeframes.
3. Availability of transportation resources.
4. Local crew usage and "neighborhood crew ordering."
5. Crew configuration specified on the resource order; Type 2IA, break-down capable, self-sufficient etc.
6. Daily crew availability reported in ROSS.
7. Pick-up jetports authorized for jet transportation.

Generally, the process begins with a pre-season assessment of how many crews can be made available from any interagency dispatch center by each agency providing the crews. All other factors remaining equal, if a center can provide

more crews they will receive more resource orders. A key element is the daily reporting of crew availability in ROSS. This availability is visible to the national decision maker who is looking for crews.

Once orders are received by the RMC the Center Manager or his/her designated representative will place orders to the interagency dispatch center based on availability as well as other factors as explained above. Each interagency dispatch center will allocate resource orders to agencies based on local protocols established between the center and the member agencies.

Local crews may be ordered directly by the local user agency. The home agency will notify the hosting interagency dispatch center of this action and change the crew's availability status in ROSS to assigned or unavailable. Any home unit that dispatches suspended, unqualified firefighters, or has not provided the hosting interagency dispatch center a current list of suspended firefighters will be removed from the crew rotation.

F. Length of Assignment

Fire situations will dictate length of assignment, but crews shall be prepared to be dispatched for a fourteen-day assignment excluding travel. Crews are subject to incident reassignment within this period. Crew members that cannot complete a fourteen-day assignment for prior personal reasons (school, doctor appointments, court dates, etc.) shall not be dispatched. Individuals violating this requirement are subject to disciplinary action.

G. Interagency Resource Representative (IARR)

When the RMC has committed four or more Native American crews outside the Rocky Mountain Geographic Area an IARR may be sent by the sending GACC. The IARR serves as an advisor to the RMC, expanded dispatch and Incident Management Teams (IMT) on matters that relate to NAC policy. The IARR serves as liaison, providing factual information and conducting business between crews, IMTs and home units. IARRs will operate at the command post of the incident base except when demobilization or emergencies require them to be at another location.

H. Dispatch Contacts-(consult the current mob guide for latest local information)

Rocky Mountain Area Coord. Center
2850 Youngfield Street
Lakewood, CO 80215

Telephone (303) 445-4300
24-hour (303) 445-4300

I. Emergency Demobilization

Demobilization of individual crew members for family emergencies will be initiated by the home unit and verified requests sent to the dispatch center using the Emergency Release/Message Form. Emergency demobilizations cannot be initiated by the individual firefighter. When total crew size drops below sixteen, the crew may, at the discretion of the incident management team, be returned home.

J. Manifest

Prior to crew departure from the point of hire, the home unit will prepare Passenger and Cargo Manifests (SF-245) listing all crew members, their individual weight, gear weight, and total crew weight not to exceed 5100 pounds. This manifest is to be compiled based on agency qualification records and must be signed by the FMO/AFMO.

When a crew is transported by air or ground, an accurate transportation manifest will be prepared prior to departure. The manifest will show names, the last four digits of social security numbers, and weights of all personnel traveling on the designated vehicle/aircraft. At least seven copies of the manifest will be prepared and distributed as follows:

- 3 copies – Crew Boss, receiving office, finance section
- 3 copies – Vehicle/aircraft operation
- 1 copy – Retain at point of transportation origin

K. Nepotism Policy

There will be no direct supervision of immediate family members (including mother, father, brother, sister, spouse, step brother/sister, adopted brother/sister or half brother/sister) on any Native American crew. Squad bosses cannot be related to the crew boss and squad members cannot be related to their squad boss.

L. Personal Clothing

NAC crew members must bring their own personal clothing when hired. All crew members must arrive at the fire prepared for work and not rely on commissary to properly equip them. In addition, each crew member must provide the following items of personal gear, in good condition:

- Cotton pant(s)
- Jacket
- Socks
- Personal toiletries
- Personal Prescriptions- medical, allergies etc.

- All leather boots, lace-up (minimum 8" top), with non-slip lug (Vibram type) soles and heels (steel-toe boots are not acceptable), extra leather bootlaces
- For early and late season fires (cold weather), include long underwear, rain gear, jacket, warm gloves and hat and additional warm clothing

Note: Synthetic clothing is not acceptable and expensive personal items such as cameras and electronic equipment are not recommended. Tobacco products will not be provided.

M. Personal Protective Equipment (PPE)

All crew members are required to wear nomex fire clothing when in pay status except during return travel to the home unit. The home unit will provide the crews with the following personal protective equipment (PPE):

- Red pack (1 ea. per person) (travel)
- Field pack (1 ea. per person) (day pack)
- Nomex trousers (2 ea. per person)
- Nomex shirt (2 ea. per person)
- Hardhat w/chinstrap (1 ea. per person)
- Fire shelter (1 ea. per person)
- Head lamp w/batteries (1 ea. per person)
- 1 qt. disposable canteen w/case (2 ea. per person)
- Fire shelter (1 ea. per person)
- Goggles (1 pr. per person)
- Leather gloves (1 pr. per person)
- Sleeping bag (1 ea. per person)
- First aid kit (1 crew kit per crew)
- 4 radios per crew

Note: Each individual is allowed two items of baggage, a single personal red pack not to exceed 45 pounds, and field pack not to exceed 20 pounds.

Crews will only be re-supplied if being directly reassigned to another incident. However when being released to the home unit, crew bosses will secure consumable item re-supply approval and "S" numbers at the incident to put on the Incident Replacement Requisition (OF-315) form to facilitate re-supply. One copy of the Incident Replacement Requisition should be provided to the home unit dispatch office.

N. Open/Closed Camp Policy

Incident Management Teams will generally decide whether a camp will be open or closed. Employees may not leave a closed camp when off shift. Open or closed camp policies will apply to all incident personnel using the camp. The crew boss/crew rep may require crew members to inform him/her of location(s) at all times. Agencies may set closed camp policies prior to dispatch as a standard.

IX. NAC CREW CONDUCT AND DISCIPLINE-CONDITIONS OF HIRE

All NAC personnel will: abide by the guidelines established for personal conduct and safety; instructions given by supervisors; respect the rights of fellow workers; and proper care for government and private property. Crew organization and discipline will be maintained from the time a crew leaves their point of hire until they return to the home unit, and during all phases of the dispatch. Unsatisfactory conduct or misconduct will not be tolerated. When a violation occurs, the CRWB, CREP, IARR, FFT1/ICT5, and IMT are required to document misconduct and take initial action at the incident. The home unit FMO/AFMO has the responsibility to make an immediate disciplinary decision based on the seriousness of the infraction, and documentation provided from the incident or other appropriate sources. The home unit FMO has the discretion to hire or suspend an individual (s) who has a pending disciplinary action prior to a final review decision.

Law enforcement agencies have the authority to conduct searches following existing federal and/or state procedures, where probable cause has been established. Canine units may be used to determine the presence of illegal substances where reasonable suspicion exists. If a canine unit "hits" on personal property, consent to search that property will be requested. If consent is not granted, the personal property may be impounded until a search warrant is secured. The owner shall be granted supervised access to the property.

A. NAC Expectations

All NAC personnel are expected to conduct themselves in a safe, orderly, and professional manner whether on-shift or off-shift. The following expectations are required of all Native American crews:

1. Being in good physical condition to perform as a competent and safe firefighter.
2. Execute incident objectives within assigned timeframes from supervisors unless otherwise prevented by unsafe conditions or situations.
3. Following standard safe working practices at all times; observing the Ten Standard Firefighting Orders, the Eighteen Situations That Shout Watch Out, LCES, and using safety equipment (PPE) provided. When necessary using the standard Safety Turndown Protocols for unsafe assignments.

4. Maintaining assigned government equipment and tools in good, serviceable condition and, at the end of the assignment, returning this equipment in good condition to the place or person designated. Damaged equipment should be replaced or repaired at the incident or reassignment.
5. Reporting for duty at the place and time designated, ready to begin the assignment. This includes having the proper tools, equipment and supplies needed for the assignment.
6. Maintaining clean, orderly living areas; including fire camps. Garbage, tools, and equipment will be picked up and disposed of or stored properly at all times.
7. Maintaining professional and respectful working relationships with fellow workers, other crews, and supervisors. An attitude of cooperation and professionalism will be expected from all crew members.

B. Misconduct Issues

Misconduct will be documented in writing by the IARR, CREP, CRWB, Human Resource Specialist (HRSP) or home unit agency immediately upon discovery. Documentation will be forwarded immediately to the home unit and the hosting interagency dispatch center to show cause for disciplinary action. In special cases, the initial information may be provided by telephone. Crew members that observe misconduct by other crew members or their supervisors must document their observations and give the report to the CRWB, CREP, IARR, or HRSP a copy shall be retained for delivery to the home unit FMO/AFMO in all cases. Return travel costs including meals for crew members terminated for cause will be deducted from the individual's pay.

Individuals violating infractions such as alcohol use or possession while in hired status, illegal drug use, possession while in hired status, and failure to submit or testing positive to a random/suspicious drug test screening on the first offense may request a review by a local board of review/discipline of their suspension. The review only applies to the first offense and upon completion of treatment an individual may or may not be reinstated prior to the end of their suspension. However, the review must be based on the individual's successful completion of alcohol/drug treatment with documentation. If the individual violates the infractions a second time they will be suspended immediately for lifetime.

C. Action Process

Once the home unit FMO/AFMO receives information on a disciplinary issue from the incident or appropriate source an immediate disciplinary decision will be made. All individual(s) involved will be made unavailable for dispatch. Within fifteen (15) business days of receipt of all appropriate documentation of the

infraction, the FMO/AFMO will send a letter via certified mail, return receipt to the affected individual(s), using the address submitted on the OF-288, which:

1. States the nature of the offense and documents the associated disciplinary action. If infractions are severe enough in nature and have extreme negative impact to the program, lifetime suspensions will be imposed.
2. States that the affected parties must give written notice if they request a review.
3. States that any written notice of review must be hand-delivered or postmarked to the home/sponsoring unit FMO/AFMO address within ten (10) working days (two weeks) of receipt of the notice of disciplinary action.

D. Review Process for Individuals and Crews

NAC personnel and crews that receive disciplinary letters and actions may request a review of disciplinary decisions, but must do so in writing within ten (10) days of receipt of the notice of disciplinary action issued by the home unit FMO/AFMO. If an individual or crew disputes the reported facts or the incident or evaluation on which the disciplinary action was based, an opportunity shall be afforded to present testimony.

The home unit will review the validity of infractions. If the infraction is found to be valid the home unit will implement disciplinary actions established in the NAC plan. The home unit FMO/AFMO will issue a written decision within seven (7) working days after the review meeting. The written decision will be sent via certified mail, return receipt requested, to each individual affected. All decisions are considered final and individual(s) are not allowed further recourse.

Documentation of final actions by the home unit FMO/AFMO/HRSP will be forwarded to the BIA Rocky Mountain or Great Plains Regional Office. Each home unit FMO/AFMO will maintain a current list of individuals that have received disciplinary actions. This is to be accomplished annually as the list may be updated with current suspensions. This suspension list will be forwarded to the BIA Rocky Mountain and Great Plains Regional Offices, hosting Interagency Dispatch Centers and other agency fire programs as required.

E. Disciplinary Actions

| No. | Infraction | 1 st Offense | 2 nd Offense | 3 rd Offense |
|-----|---|--|------------------------------|----------------------------|
| 1. | Unprofessional or discourteous conduct toward supervisors, co-workers, or other incident personnel. | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 2. | Poor or deficient ratings for individual firefighter(s). | Warning Letter | Remainder of season plus one | Three year suspension |

| | | | | |
|-----|--|---|--|--|
| | | | year suspension | |
| 3. | Alcohol use or possession while in hired status. This is to include all phases of a dispatch until released from duty. | Three year suspension | Five year suspension | Lifetime suspension |
| 4. | Illegal drug use, possession while in hired status. This is to include all phases of a dispatch until released from duty. | Three year suspension | Lifetime suspension | |
| 5. | Abandonment of position (walking away from the crew). | Three year suspension | Lifetime suspension | |
| 6. | Initiating a release from an incident under false pretenses. | Three year suspension | Lifetime suspension | |
| 7. | Physical Assault (physical contact must occur-assault and battery). | Three year suspension | Lifetime suspension | |
| 8. | Poor Physical Condition | Retake physical and the Work Capacity Test | Remainder of season plus one year suspension | Remainder of season plus one year suspension |
| 9. | Thievery | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 10. | Malicious damage to government/private property. | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 11. | Insubordination | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 12. | Failure to report sickness or injury. | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 13. | Harassment of persons on the basis of their race, color, national origin, sex, religion, age, disability, sexual orientation, or reprisal. | Three year suspension | Lifetime suspension | |
| 14. | Possession of firearms or deadly weapons as defined under state and federal laws (including knives with four-inch blades). The BIA has a zero tolerance policy for workplace violence. | Report to Law Enforcement for appropriate legal action and Lifetime Suspension | | |

| No. | Infraction | 1 st Offense | 2 nd Offense | 3 rd Offense |
|-----|---|--|----------------------------|----------------------------|
| 15. | Personal threats, intimidation, reprisal, or verbal abuse. | Three year suspension | Lifetime suspension | |
| 16. | CREP/Crew Boss/Squad Boss failure to report violation(s) of the "Misconduct Issues" in writing. | Remainder of season plus one year suspension | Three year suspension | Lifetime suspension |
| 17. | Length of Assignment Requirement | Remainder of season plus one year suspension (see page 11) | Three year suspension | Lifetime suspension |
| 18. | Failure to submit or testing positive to a random/suspicious drug test screening | Remainder of season plus one year suspension | Lifetime suspension | |

X. CREW PERFORMANCE EVALUATIONS

Prior to release from an assignment, Native American crews and crew bosses will be evaluated on the assignment by the immediate supervisor of the crew boss. The evaluation will be done on the interagency "Crew Performance Rating" (ICS-224) form. As necessary, Position Task Books will also be completed by the crew boss and/or strike team leader and /or CREP for squad bosses and crew boss trainees. Evaluations are to be used as a tool to improve the NAC program and identify areas of improvement and/or outstanding performance.

A. Evaluation

Each evaluation will consist of a thorough, accurate and fair reflection of a crew's performance on all aspects of the assignment over the entire duration of the assignment. The evaluation process will be ongoing as a necessary part of supervisory responsibility. When observed crew performance is highly satisfactory or superior, the supervisor will immediately recognize the performance and encourage it through the crew boss. If superior performance continues throughout the assignment, it will be documented in the written evaluation of the assignment.

When deficient crew performance is observed during an assignment, the supervisor will immediately identify the deficiency and discuss corrective action with the crew boss. If the deficiencies continue they will be documented in the written evaluation of the crew on the assignment. At the end of the assignment, the "Fire Crew Performance Rating" must be completed by the supervisor and discussed with the crew boss. If a "deficient" rating is given in any category in Block #9, "Crew Evaluation", or Block #10, "Supervisory Performance", the deficiency will be fully explained in Block #14, "Remarks", and the evaluation will be reviewed and counter-signed by the next higher person in the chain of command prior to discussion with the crew boss.

B. Individual Performance Evaluation

Individual firefighter's outstanding or poor performance will be documented by the crew boss or squad boss on an Individual Performance Firefighter Evaluation (ICS-226) form. Home unit FMO's and sponsoring agencies can use the evaluations for local NAC program development and improve firefighter performance at the ground level. Squad bosses are encouraged to document individual firefighter performance in order to enhance skills needed to become a competent crew boss. Performance deficiencies that are documented can be addressed with the home unit FMO/AFMO for further training, on the job (OJT), coaching, or resolution.

C. Evaluation Routing Procedures

Evaluations will be reviewed by the home unit FMO, filed at the home unit and the Regional Office. They will be used to determine training needs and effectiveness. The home unit will issue any follow-up action needed in a timely manner. When a crew evaluation is completed it will be routed as follows:

1. One copy will be given to the crew boss at the incident.
2. One copy will be sent to the home/sponsoring unit FMO.
3. One copy will be forwarded to the Rocky Mountain or Great Plains Regional Office by the home/sponsoring unit FMO.

D. Position Task Books (PTBs)

Position Task Books for squad boss, (FFT1) and crew boss (CRWB) positions will be initiated by the home unit FMO/AFMO. Individuals will keep their own PTB between assignments until it is completed. Completed PTBs will be submitted to the home unit FMO/AFMO for review, certification and entry into the IQCS database. After PTBs have been entered into the IQCS database they may be kept in an employee personnel file at the home unit or retained by the individual.

XI. NAC PROGRAM ADMINISTRATION

The following administrative requirements and procedures will be used in the management of Native American crews.

A. AD-Pay Plan

Rates of pay are established each year in the Administratively Determined Pay Plan for Emergency Workers (Casuals). All hiring offices utilizing AD/EFF personnel shall adhere to the provisions outlined in the AD Pay Plan.

B. Compensable Time

All compensable time will be commensurate with the AD Pay Plan within the IIBMH. Hours On-Shift, Off-Shift, and/or Ordered Standby will be recorded as defined by the AD Pay Plan, within the IIBMH.

C. Timekeeping

Crew time will be recorded for all assignments on an Emergency Firefighter Time Report (OF-288). This form must be completed per agency requirements as established in the IIBMH. The CRWB or CREP will provide OF-288's initiated by the home unit to the incident Finance Section. All shift time will be recorded on Crew Time Reports, SF-261, signed by the immediate supervisor, and submitted to Finance at the end of each operational period.

Prior to departure from each incident, the OF-288 must be reviewed and signed by each employee, if in agreement. If the individual disagrees with the posting of the time and/or commissary costs, it must be reported to the crew boss. If there are authorized corrections they will be made by the Finance Section. The crew boss must assure the time sheets are complete and accurate before leaving the incident.

Time sheets will be hand carried by the Crew Boss to the home unit dispatch facility. Dispatch will close out the time sheets and coordinate with the appropriate staff.

D. Pay

All payments will be processed at the appropriate payment center. Emergency firefighter time reports (OF-288) should not be processed until the crew returns to the home unit and all issued equipment is accounted for.

E. Conditions of Hire

All NAC personnel will read, sign, and comply with all of the conditions listed in the Single Resource Casual Hire Information Form (PMS 934) and Incident Behavior Form (PMS 935-1). By signing either form NAC personnel are agreeing to all conditions as outlined in the NAC plan and AD Pay Plan. Refusing to sign the forms will prevent the person(s) from being hired. The home unit FMO has the discretion to hire or not hire individuals under the Native American Crew Operating Plan.

F. Income Tax Withholding Information

All NAC personnel will be afforded the opportunity to complete and sign a Withholding Allowance Certificate W-4, Earned Income Credit Advance Payment Certificate W-5 (if eligible and claiming Earned Income Credit), and applicable state income tax withholding forms when they are first hired. Failure to complete and sign such forms will result in tax being withheld at the highest (default) rate for both federal and state income taxes. Emergency firefighters may request taxes to be withheld from a state other than where they were hired by filing the appropriate state income tax withholding form.

G. Department of Homeland Security (DHS) Form I-9

The Immigration Reform and Control Act of 1986 require employers to hire only individuals who are eligible to work in the United States. Each home unit will be responsible for ensuring completion of an I-9 Form for all NAC personnel prior to employment. Non-U.S. citizens hired as firefighters must have an Individual Taxpayer Number (ITN) in order to be paid. Individuals obtain an ITN by completing a Form W-7, Application for IRS Individual Taxpayer Identification, and submitting it to the local Internal Revenue Service Office.

H. Personal Information Disclosure

Social Security Number (SSN) disclosure is mandatory as a condition of hire. The SSN is used primarily to gather earnings data in connection with lawful requests from other agencies (IRS or state tax agencies). Section 6311 of Title 5 U.S.C. authorizes collection of this information. Disclosure of information to the Department of Labor is required when processing a claim for compensation regarding a job-related injury or illness; to a State Unemployment Compensation Office regarding a claim; to Tribal Police, Federal, State, or Local law enforcement agencies for violations or criminal investigations. Firefighters must certify that all the information is correct to the best of their knowledge and authorize the release of medical information that will verify physical fitness and qualifications for firefighting crew and camp crew duties.

I. NAC Accident/Injury Reporting

Crew bosses are responsible for hand-carrying originals of all injury report forms to the home unit. Native American crews are considered to be Federal employees when they are initially hired until they are terminated at the point of hire. In the event of an injury or illness the hosting agency will initiate appropriate paperwork (CA-1, CA-2, etc.) for an individual. Any fire personnel leaving a fire assignment because of injury or illness will be released if not fit for duty, and returned to the point of hire after treatment. Return to fire duty will not be at the option of the employee being treated.

J. Office of Workers' Compensation Procedures (OWCP)

All injury forms will be coded to the Agency that is the home unit. Crew bosses should be familiar with their home unit address, OWCP Coordinator and OWCP charge back coding.

When medical treatment for an injury or illness is provided on the fire through OWCP procedures, the hosting agency will complete all initial paperwork on the individual. The paperwork will be completed with the address and OWCP coding for the initial hiring or home unit. The original CA-1 and CA-2, a copy of the CA-16, and the doctor's report are to be attached to the employee's fire time sheet to return to the home unit. The home unit makes the original submission of the claim to the Denver OWCP office. Supervisors and managers (CREP, CRWB) should submit by *fax* the CA-1 or CA-2 form within 24 hours of the injury to their home Bureau/Office equivalent OWCP Coordinator. To avoid further delay once the home unit receives the forms they must be immediately reviewed and *faxed* to the Department of Labor (DOL). The submission of claims for BIA NAC sponsored crews are to be made by the home unit. When Native American crews are used on state fires, the paperwork for an injured individual will be completed by the CREP/CRWB or by the Federal Agency Representative on the fire.

K. Agency Provided Medical Care (APMC) Procedures

Initial emergency medical treatment for injuries that do not require hospitalization or surgery may be provided by the host agency. Such treatment will be requested by fire resource order and cost of the treatment will be billed to and paid by the host agency. The CA-1 or CA-2, a medical report from the doctor, and a statement of explanation and instruction will be attached to the employee's fire time sheet for return to the home unit. Form FS-6100-16, may be used to request the treatment. This form also contains the doctor's report and the statement of explanation on the reverse.

If no further medical treatment is necessary or requested by the employee and there has been no lost time because of the injury and/or illness, the home unit will file the CA-1 and/or CA-2 and medical documentation for record purposes. No claim will be submitted to OWCP. If follow-up medical treatment is necessary or lost time occurs, the home unit will initiate OWCP procedures, such as issuing a CA-16 to the physician of the employee's choice, and submit the claim to OWCP. Crew bosses will hand carry and make sure that this paperwork is given to the home units dispatching office.

L. Responsibility for Completing Injury Forms

Responsibility for completing injury report forms is at every level; crew representative, crew boss, squad boss, and crew member. The injured employee must notify the supervisor immediately and identify a witness to the injury.

Supervisors and managers have the ultimate responsibility to insure that an injured employee receives proper and timely medical treatment and that the individual's rights under the Federal Employee's Compensation Act (FECA) and OWCP are fully understood and protected. When injured employees are treated on a fire through agency contracted medical services, it is important that they be advised of the coverage and options still available to them under FECA/OWCP regulations. This includes being entitled to go to a doctor of their choice when they return home, if necessary. Coordination with the local OWCP office is advisable concerning additional doctor visits.

M. Mail

No mail or packages will be accepted or delivered to NAC personnel on fire assignments unless IMT's have established mail services. Emergency messages will be delivered through appropriate channels.

N. Hazardous Materials

Hazardous materials such as fusees will not be transported on commercial aircraft to or from any fire assignment.

XII. NAC CREW TRAINING

All sponsored Native American crews will coordinate training needs through the home unit training officer. The following objectives are provided to assist in with developing well trained crews:

1. To establish a system that ensures the NAC program has trained and qualified Type II, Type II Initial Attack and camp crews.
2. To ensure standardization of procedures for management of all Native American crews.
3. To provide administrative and supervisory direction for the management of all Native American crews.
4. To provide equality of training across Indian reservations in management of the NAC program.
5. To provide opportunities for NAC personnel to become qualified for assignments in the Incident Command System.

A. Home Unit

Home units have the first level of responsibility for recruitment, hiring, training, and administrative matters relating to Native American crews. Home units are responsible for maintaining current records in the IQCS for each NAC member under their sponsorship. This will included qualifications, performance, training and experience. The home unit will coordinate scheduled training that is required in maintaining qualified personnel. The home unit can request assistance in the

form of instructors and instructional materials and aids from any RMCG members.

B. NAC Training Requirements

BIA home units will adhere to the Wildland and Prescribed Fire Qualification System Guide, PMS 310-1. For the transferring of records refer to section C, Incident Qualification Card.

In May of 2004 a memo was sent out by the BIA-NIFC office regarding training policy for Administratively Determined, Emergency Firefighter AD/EFF hires. The memo provides guidance on deliverable courses to AD/EFF hires which are defined as "Required" in the 310-1.

Position Task Books (PTBs)

Position Task Books for squad boss, (FFT1) and crew boss (CRWB) positions will be initiated by the home unit FMO/AFMO. Individuals will keep their own PTB between assignments until it is completed. Completed PTBs will be submitted to the home unit FMO/AFMO for review, certification and entry into the IQCS database. After PTBs have been entered into the IQCS database they may be kept in an employee personnel file at the home unit or retained by the individual.

APPENDIX A

MINIMUM CREW STANDARDS FOR MOBILIZATION Effective January 1, 2003

| Minimum Standards | Type 1 | Type 2 with IA Capability | Type 2 | Type 3 |
|---------------------------|---|---|---|---|
| Fireline Capability | Initial attack/can be broken up into squads, fireline construction, complex firing operations (backfire) | Initial attack/can be broken up into squads, fireline construction, firing to include burnout | Initial attack, fireline construction, firing to include burnout | Fireline construction, firing to include burnout |
| Crew Size | 18-20 | 18-20 | 18-20 | 18-20 |
| Leadership Qualifications | Permanent Supervision Superintendent: TFLD, ICT4 Ass't Supt: STCR, ICT4 3 Squad Bosses: CRWB(T), ICT5 | CRWB and 3 ICT5 | CRWB and 3 FFT1 | CRWB and 3 FFT1 |
| Experience | 80% 1 season or more | 60% 1 season or more | 40% 1 season or more | 20% 1 season or more |
| Full-Time Organized Crew | Yes | No | No | No |
| Communications | 5 Programmable radios | 4 Programmable radios | 4 Programmable radios | 4 Programmable radios |
| Sawyers | 3 agency qualified | 3 agency qualified | 0 | 0 |
| Training | 80 hours annual training | Basic firefighter training and/or annual firefighter safety refresher | Basic firefighter training and/or annual firefighter safety refresher | Basic firefighter training and/or annual firefighter safety refresher |
| Fitness | Arduous | Arduous | Arduous | Arduous |
| Logistics | Self-sufficient | Not self-sufficient | Not self-sufficient | Not self-sufficient |
| Maximum Weight | 5,100 lbs. | 5,100 lbs. | 5,100 lbs. | 5,100 lbs. |
| Dispatch Availability | 1 hour | Variable | Variable | Variable |
| Production Factor | 1.0 | 0.8 | 0.8 | N/A |
| Transportation | Own Transportation | Transportation needed | Transportation needed | Transportation needed |
| Tools & Equipment | Fully equipped | Not equipped | Not equipped | Not equipped |
| Personal Gear | Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag | Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag | Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag | Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag |
| PPE | Arrives with: hard hat, fire resistant shirt/pants, 8" leather boots, fire shelter, hearing/eye protections | Arrives with: hard hat, fire resistant shirt/pants, 8" leather boots, fire shelter, hearing/eye protections | Arrives with: hard hat, fire resistant shirt/pants, 8" leather boots, fire shelter, hearing/eye protections | Arrives with: hard hat, fire resistant shirt/pants, 8" leather boots, fire shelter, hearing/eye protections |

Notes: Interagency Hotshot Crews (IHC) are Type 1 crews that exceed the Type 1 standards as required by the National IHC Operations Guide (2004) in the following categories:

Permanent supervision with 7 career appointments (Superintendent, Ass't. Superintendent, Squad Bosses).

IHC's work and train as a unit 40 hours per week. IHC's are a national resource.