



# 2016 Eastern Area IARR Refresher Training Webinar

**(888) 844-9904 Phone**  
**3676834# Passcode**

**Interagency Resource  
Representative**



# IARR Mobilization (Mobilization/Transportation)



- IARR resources are ordered by EACC through normal dispatch channels. Status available in ROSS (GACC only)
- Copy of resource order – pay attention to “special needs” – authorization for agency cell phone, laptop and rental car, jet port, etc.
- Mode of transportation depends on where crews and incident are located. AOV, commercial flight or NICC jet



# IARR Mobilization (Mobilization/Transportation)

- Be prepared to sleep in camps with the crews. Hotel lodging is not the standard.
- IARR trainees will be paired with a qualified IARR. Contact information will be provided to establish communication with your mentor/trainer.
- Safety is the highest priority. Length of assignment, work/rest, days off and incident operations driving polices will be adhered to by all IARRs.



# IARR Mobilization (EACC Briefing)

- When IARR receives an assignment, contact EACC for your briefing – Center Manager/Intel Coordinator
- Prior to mobilizing for your assignment, EACC will provide IARRs with copies of resource orders, manifest and any other pertinent information. Do not leave without receiving your package
- EACC will notify the receiving GACC of mobilization of IARR to incident. Name and cell phone number is provided to GACC crew desk



# EACC Briefing continued...

It is your responsibility to be educated for your assignment, check out the EACC web page, <http://gacc.nifc.gov/eacc/index.htm>

The image shows two overlapping screenshots of the Eastern Area Coordination Center (EACC) website. The top screenshot displays the main index page, and the bottom screenshot shows a detailed view of the 'CREW MANAGEMENT' section.

**Top Screenshot: EACC Home Page**

- URL:** <http://gacc.nifc.gov/eacc/index.htm>
- Navigation:** National GACC Portal, EACC Home, About Us, Site Disclaimer, Contact Us
- Left Sidebar:**
  - LOGISTICAL OPERATIONS:** Dispatch, Aviation, Crews, Equipment / Supplies, Overhead / Teams, All Hazard Response
  - PREDICTIVE SERVICES:** Intelligence, Weather, Fuels / Fire Danger, Outlooks
  - FIRE MANAGEMENT & ADMINISTRATION:** EA Coordinating Group, Policy, Programs, Guidelines, Incident Business Management, Safety Management, Critical Incident Stress Management, Software Applications, Training
  - RELATED LINKS:** Eastern Area
- Main Content:**
  - Welcome to the Eastern Area Coordination Center**
  - The Eastern Area Coordination Center (EACC) serves Federal and State wildland fire agencies within the twenty-state Eastern Area (EA). EACC provides logistical and movement of resources, potential, weather, and Interagency Coordination.**
  - Please note, the primary planning and strategy for the Eastern Area are out of assignment.**
  - EACC Map:** A map of the Eastern Area showing states: MN, WI, MI, IA, IL, IN, MO, KY, TN, VA, NC, SC, GA, and FL.
  - PREPAREDNESS:** Eastern Area National

**Bottom Screenshot: CREW MANAGEMENT Section**

- URL:** <http://gacc.nifc.gov/eacc/logistical/crews/crews.htm>
- Left Sidebar:** (Same as top screenshot)
- Main Content:**
  - CREWS AND IARR**
    - Interagency Resource Representative (IARR) Report (updated when EA crews are out of assignment)
    - Interagency Resource Representative Guide
    - Eastern IARR Expectations
    - IARR Evaluation Form
    - IARR Business Card Template
    - EACC Expectations of Conduct
    - EACC Dispatch Relationships
    - ICS Activity Log Form
    - Injury Quick Reference
    - eSafety Topics
    - Personal Safety and Wellness
    - CA-16's Not Issued List
    - IARR Refresher Presentation
    - Keys to Effective Communication
    - Dealing with Difficult People
    - Basic Factfinding
    - OF-288 Time Report
    - OF-288 Instructions
    - 2015 IARR Refresher Link
    - IARR Evaluation Form For Crew Bosses
  - NATIONAL LINKS & PRODUCTS**
    - NWCG Minimum Crew Standards
    - National Interagency Hotshot Crew Websites
      - USDA Forest Service Hotshot Crews (USFS)
        - About USFS Hotshot Crews
        - List of USFS Hotshot Crews
      - USDI Bureau of Land Management (BLM) Hotshot Crews
    - National Interagency Hotshot Crew Operations Guide
    - Standard Firefighting Orders and 18 Watchout Situations
    - LCES
    - Fire Fighter Gear Checklist
    - Driving Safety
    - TSA - Firefighter Travel Safety Advisory



# IARR Mobilization

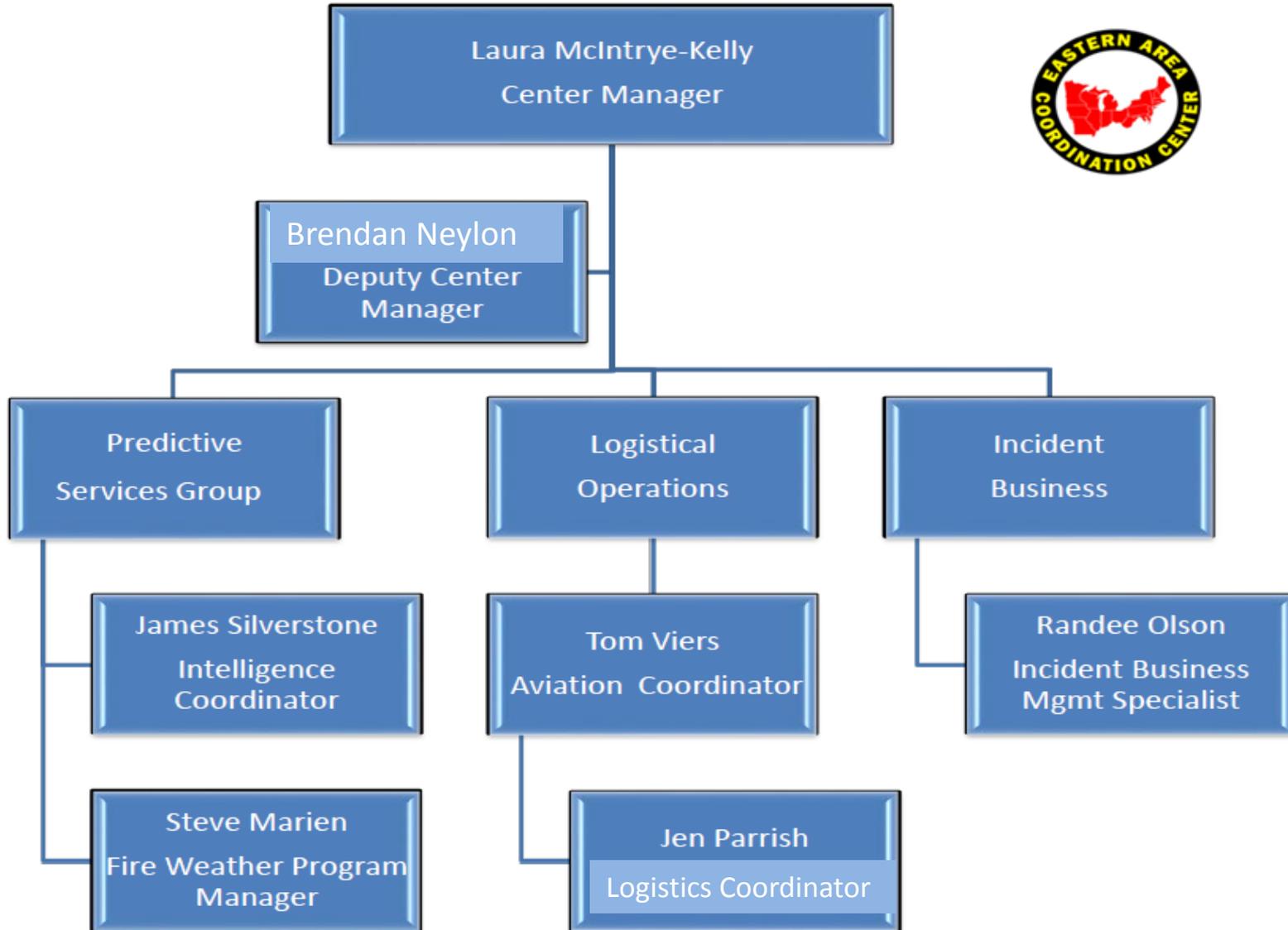
## (Communicating with EACC & Host GACC)

- Reporting expectations – 2x/day but may require more frequent call due to the situation
- EACC Intelligence Officer or Center Manager are your point of contacts
- If possible, make your presence known to the host GACC and Expanded Dispatch. Establish a good rapport and foster interagency relationships

***Remember as IARRs you are ambassadors for the Eastern Area!***



# EACC Organization



# IARR Mobilization

## (Communicating with EACC & Host GACC)

- Information to be shared include:
  - Crew reassignments
  - Demobs especially emergency
    - Emergencies are death in the family, serious family medical situation, lost or severe damage to home from natural disaster or fire.*
  - Injuries
  - Personnel problems or performance issues
  - Outlook for assigned resources (duration of assignment, weather changes, etc.)
  - Location of resources
  - Positive feedback on crew performance, special acts of duty



# Equipment, Kit and Advance Planning

- Credit cards
- Uniform
- Business cards
- Rental vehicle  
SUV or Pickup Truck
- GPS, maps
- Red Card
- Cell phone
- Laptop w/Aircard
  - (loaded with forms, mob. guides, etc.)



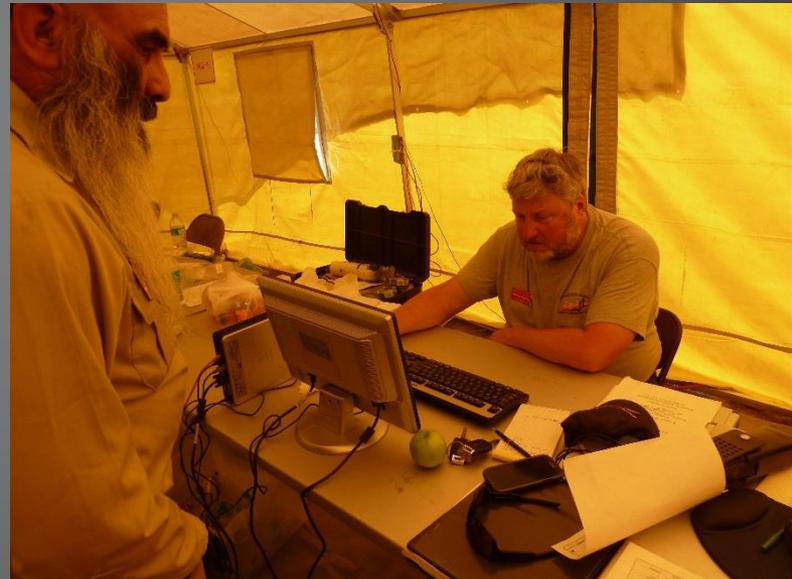
# The IARR “Toolbox”

- Adaptive Learning
- Physical Condition
- Emotional
- Cultural Awareness
- Effective Communication
- Support Needs
- Learning from Experiences



# Working with Incident Management Teams

- Establish a presence (wear a UNIFORM)
- Develop a working relationship
- Regular communication
- Planning section/RSUL
  - Get on IAP distribution to track assignments
- Briefings, Planning Sessions



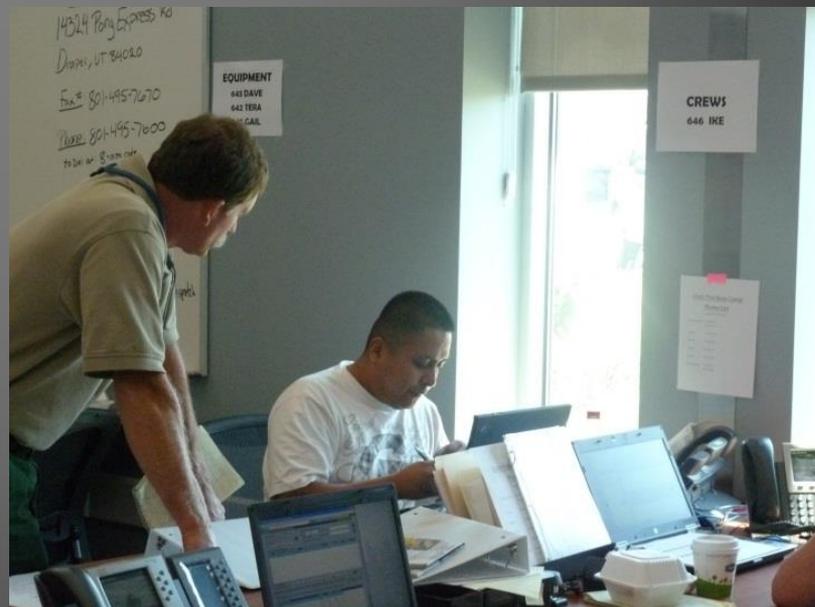


# Working with Incident Support

Contact :



- GACC
- Local Dispatch Center & Expanded Dispatch
- Buying team
  - S#'s for purchases
- Other local personnel:
  - Cache manager
  - Staging Area Mgr
  - Helibase manager



# Working with Host Unit



# Working with Law Enforcement (Search and Seizure)



# Accidents and Fatalities



# Accidents and Fatalities (Hospital Visits)



# Accidents and Fatalities (Family Support)



# Accidents and Fatalities (Interagency Burn Protocol)



- (Red Book)  
Chapter 7-17, 18
- (Blue Book)  
Chapter 8-21, 22

A list of burn care facilities can be found at:

<http://www.blm.gov/nifc/st/en/prog/fire/im.htm>



# Timekeeping

## Work Days

- 12-14 hour shifts
- Authorization from Center Manager or Acting if over 14
- Attach justification to OF-288
- **Adhere to work/rest guidelines**

## Documenting breaks

- Mob/Demob
- Assignment days
- **OF-288**
- Charge to EACC Support Code
- Fax copy to Center Manager **prior to demob or posting**

O-0144 Emergency FireFighter Time Report, OF-288												1. Identification Number F - 845							
2. Social Security Number 123-45-6789			3. Initial Enrollment (X one) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			4. Type of Enrollment (X one) <input type="checkbox"/> Casual <input checked="" type="checkbox"/> Regular Gov't Employee <input type="checkbox"/> Other													
5. Transferred From			6. Hired At			7. Employee Has (X one) <input type="checkbox"/> Been Discharged <input type="checkbox"/> Quit			8. Entitled To Return Travel Time (X one) <input type="checkbox"/> Yes <input type="checkbox"/> No			9. Entitled To Return Transportation (X one) <input type="checkbox"/> Yes <input type="checkbox"/> No							
ZIP CODE MUST BE ENTERED BELOW												IN CASE OF ACCIDENT NOTIFY							
10. Name (First, Middle, Last) Misty Bear						15. Name													
11. Street Address 1234 E. Parkway						16. Street Address													
12. City ANYTOWN			13. State NV		14. Zip Code 12345		17. City			18. State		19. Telephone No. (Include Area Code)							
20. FIRE LOCATION IDENTIFICATION																			
Column A				Column B				Column C				Column D							
1. Fire Name CATHEDRAL				1. Fire Name CATHEDRAL				1. Fire Name CATHEDRAL											
2. Fire No. MT-CNF-247		3. Unit Code P13772 0108		2. Fire No. MT-CNF-247		3. Unit Code P13772 0108		2. Fire No. MT-CNF-247		3. Unit Code P13772 0108									
4. Fire Location CUSTER NE				4. Fire Location CUSTER NE				4. Fire Location CUSTER NE											
5. State MT				5. State MT				5. State MT											
6. Firefighter Classification IMET				6. Firefighter Classification IMET				6. Firefighter Classification IMET											
7. Rate				7. Rate				7. Rate											
8. Date and Time a. Year 2003				8. Date and Time a. Year 2003				8. Date and Time a. Year 2003											
Mo.	Day	Start	Stop	Hours	Mo.	Day	Start	Stop	Hours	Mo.	Day	Start	Stop	Hours	Mo.	Day	Start	Stop	Hours
9	3	09:30	11:30	2.00	9	5	12:30	18:30	6.00	9	7	19:00	22:00	3.00					
9	3	11:30	17:30	6.00	9	5	19:00	22:00	3.00	9	8	07:00	12:00	5.00					
9	3	18:00	22:00	4.00	9	6	06:00	12:00	6.00	9	8	12:30	18:30	6.00					
9	4	06:00	12:00	6.00	9	6	12:30	18:30	6.00	9	8	19:00	22:00	3.00					
9	4	12:30	18:30	6.00	9	6	19:00	22:00	3.00	9	9	07:00	09:00	2.00					
9	4	19:00	22:00	3.00	9	7	06:00	12:00	6.00	9	9	09:00	12:30	3.50					
9	5	06:00	12:00	6.00	9	7	12:30	18:30	6.00										
9. Total Hours → 33.00				9. Total Hours → 36.00				9. Total Hours → 22.50											
10. Gross Amount (Item 7 x item 9) →				10. Gross Amount (Item 7 x item 9) →				10. Gross Amount (Item 7 x item 9) →											
11. Inclusive Dates → 9/3 - 9/5				11. Inclusive Dates → 9/5 - 9/7				11. Inclusive Dates → 9/7 - 9/9											
12. Time Officer's Signature <i>Misty Bear</i>				12. Time Officer's Signature <i>Misty Bear</i>				12. Time Officer's Signature <i>Misty Bear</i>											
13. Date Signed 9/10				13. Date Signed 9/10				13. Date Signed 9/10											
21. Show "H" for Hazard Pay and "E" Plus % for Environmental Differential in the "HOU/PSY" Column for Regular Employees.												22. Commissary Record							
A. Com. BC 200	B. Rate	C. Hours	D. Accounting Classification	E. Obest Class	F. Amount														
			P13772 0108																
23. Remarks												24. ADO Check Number and Stamp							
NOTE: The above items are correct and proper for payment from available appropriations.												24. ADO Check Number and Stamp							
24. Time Officer (Signature) <i>Misty Bear</i>												24. ADO Check Number and Stamp							
24. Time Officer (Signature) <i>Misty Bear</i>												24. ADO Check Number and Stamp							



# IARR Role in an All-Hazard Environment

- Adequate briefing
- Stand down protocols
- Available support networks



[http://gacc.nifc.gov/eacc/logistics/all\\_hazard/all\\_hazard.htm](http://gacc.nifc.gov/eacc/logistics/all_hazard/all_hazard.htm)

[http://www.fs.fed.us/fire/doctrine/conferences/all\\_hazard\\_response.pdf](http://www.fs.fed.us/fire/doctrine/conferences/all_hazard_response.pdf)



# Follow Up and Close Out



# Lost/Stolen Identification



Transportation  
Security  
Administration

## Forgot Your ID?

In the event you arrive at the airport without valid identification, because it is lost or at home, you may still be allowed to fly. The TSA officer may ask you to complete a form to include your name and current address, and may ask additional questions to confirm your identity. If your identity is confirmed, you will be allowed to enter the screening checkpoint. You may be subject to additional screening.

You will not be allowed to fly if your identity cannot be confirmed, you chose to not provide proper identification or you decline to cooperate with the identity verification process.

TSA recommends you to arrive at least two hours in advance of your flight time to allow ample time for security screening and boarding the aircraft.

Read the [frequently asked questions about ID requirements](#).



# IARR Demobilization (Travel Information)

- **Communication**

- Inform Incident, EACC and Host GACC of your demobilization
- Provide name and contact information of replacement IARR if possible
- EACC will assist with your travel plans and enter travel information in ROSS
- Notify EACC of arrival back at your home unit



# IARR Demobilization

## (Transition with replacement IARR)

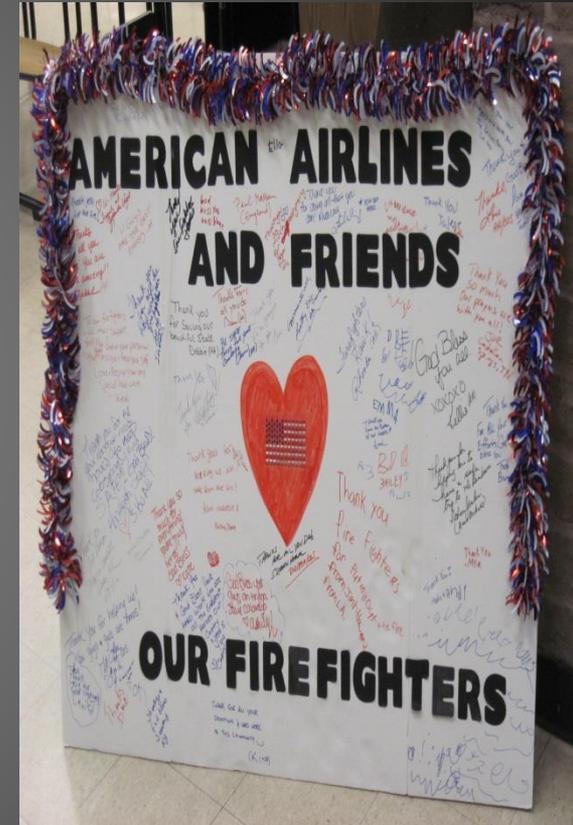
- When possible, be sure to transition with your replacement IARR
- Transition will take place 2 days prior to your demobilization
- Positive handoff between IARRS and EACC
- Ensures continuity of service to our EA resources, incident and host GACC.
- Make sure to provide your Trainee with a performance evaluation and collect your evaluation from the crews prior to departure



# IARR Demobilization – Closeout Summary

Provide a close-out report to the EACC Center Manager

- Name, Dates/Location of Assignment
- Daily Unit Logs
- Summary of Activities
- Significant Observation or Details
- Problems or Disciplinary Actions Taken
- Suggestions / Recommendations for Improvement



# Crew Mob & Demob

- Most of the time an IARR is not involved with crew mobilization
- IARR should demob after the last crew
- Assist crews with any issues during the check-out process.
- Escort crews to airport or mobilization center if possible



# Lead IARR & IARR Tracking



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
		Resource	Mob Date	Demob Date	Incident	Location	Aug 8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
1	IARR																											
	Brady, Tom C# 603-455-1464 <a href="mailto:tbrady@fs.fed.us">tbrady@fs.fed.us</a>	IARR	11-Aug	26-Aug	2013 EACC Support	Draper, UT				t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	w16	t	
2	Cogan, Curt C# 218-820-6083 <a href="mailto:curt.cogan@state.mn.us">curt.cogan@state.mn.us</a>	IARR(t)	11-Aug	26-Aug	2013 EACC Support	Draper, UT				t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	t		
3		DES#2	12-Aug	27-Aug	Howard	Riggins, ID					t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t		
4		MOF#3	12-Aug	27-Aug	Richfield IA	Circelville, UT					t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t		
5		MOF#4	12-Aug	27-Aug	Jim Wills	Nephi, UT					t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t		
6		MOC#3	12-Aug	27-Aug	Boulder	Cascade, ID					t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t		
7		MOC#4	12-Aug	27-Aug	Elk	Pine, ID					t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t		
8		PAS#5	13-Aug	28-Aug	Hat Butte	Vale, OR						t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t	
9																												
10																												
	Miles, Lauren C# 814-598-4415 - pers. C# 406-317-2826 - trk ph. <a href="mailto:miles1979@yahoo.com">miles1979@yahoo.com</a>	IARR	10-Aug	29-Aug	2013 EACC Support		t	t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	w16	w17	w18	w19	w20
11	Gubbels, Jim C# 218-407-0045 <a href="mailto:jrgubbels@fs.fed.us">jrgubbels@fs.fed.us</a>	IARR(t)	10-Aug	26-Aug	2013 EACC Support			t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	w16	t			
12		Beartown#2	10-Aug	25-Aug	Nez Perse ABC	Kooskia, ID			t	t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t	t		
13		MNICS#9	13-Aug	28-Aug	Lodgepole	Challis, ID					t	t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	t	
14		NJS#2	14-Aug	29-Aug	Juni	SW Jordan, OR						t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	t		
15																												
	Von Dohrmann, Burt C# 603-381-3209 <a href="mailto:bvondohrmann@dred.state.nh.us">bvondohrmann@dred.state.nh.us</a>	IARR	09-Aug	24-Aug	2013 EACC Support	Missoula		t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	w16	w17	w18	w19	w20
16	Pooler, Paul C# 218-259-1906 <a href="mailto:paul.pooler@bia.gov">paul.pooler@bia.gov</a>	IARR(t)	09-Aug	24-Aug	2013 EACC Support	Missoula		t	w1	w2	w3	w4	w5	w6	w7	w8	w9	w10	w11	w12	w13	w14	w15	w16	w17	w18	w19	w20

# Incident Business

## Resources

- Interagency Incident Business Handbook

<http://www.nwccg.gov/sites/default/files/publications/pms902.pdf>

- 2016 AD Pay Plan

Effective March 29, 2016

[https://gacc.nifc.gov/eacc/management\\_admin/incident\\_business/documents/USFS%20AD\\_Pay\\_Plan\\_2016.pdf](https://gacc.nifc.gov/eacc/management_admin/incident_business/documents/USFS%20AD_Pay_Plan_2016.pdf)

- Finance



# Incident Business

## AD Hiring Paperwork

- **Completed by Sponsoring Agency/Host Unit/IMT**
  - I-9
  - W-4
  - Direct Deposit
  - Single Resource Casual Hire Form
    - Hiring officials will complete the Single Resource Casual Hire Information Form, PMS 934 (Exhibit 9)...**this form is not required when hiring crews.**  
IIBMH, Chap. 10, p. 10-3, line 3
- IARR can facilitate issues at check-in/demob



# Incident Business

## OWCP

- **Federal – Regular employees & ADs**
- **State – State employees & Cooperators**
- **IARR role**
  - **Interact with Finance Section**
  - **Ensure paperwork is complete**
  - **Help facilitate process of care of employee and paperwork**



# Types of Injuries/Illness

## Agency Provided Medical Care (APMC)

- Host Unit determines use
- Coordinate with Finance Section
- One-time only visit to medical facility

## Traumatic Injuries

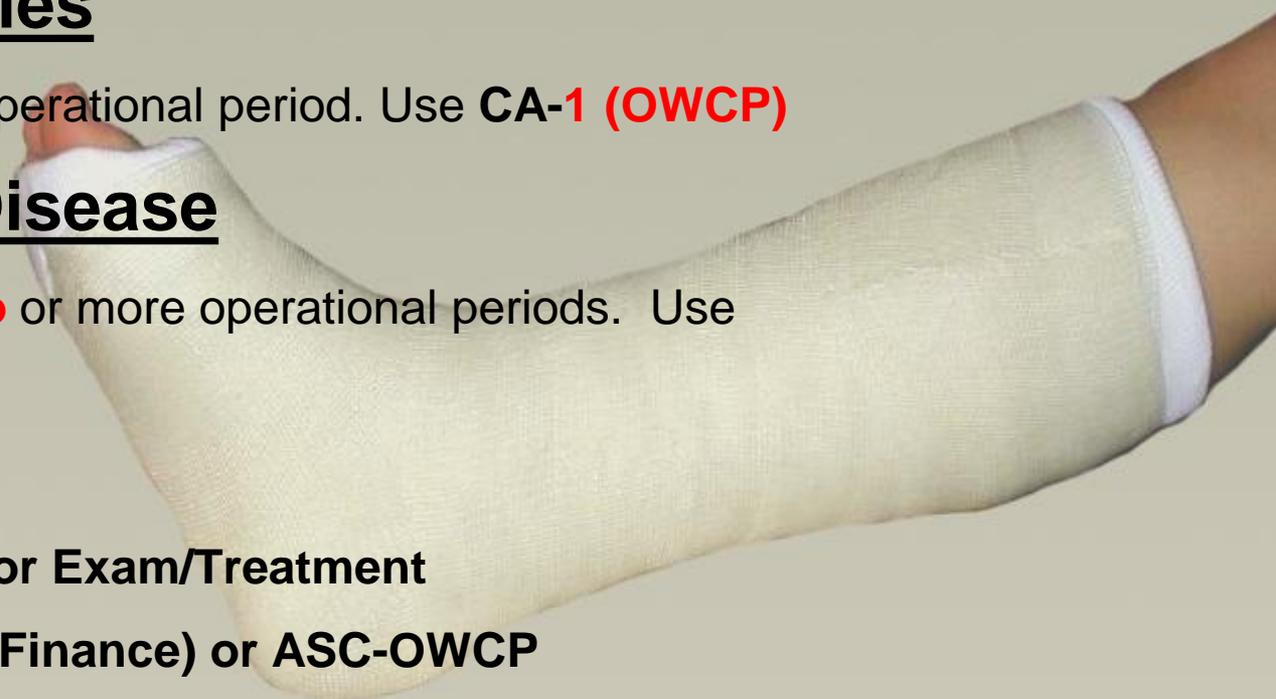
- Occurs in **one** operational period. Use **CA-1 (OWCP)**

## Occupational Disease

- Occurs over **two** or more operational periods. Use **CA-2 (OWCP)**

## CA-16

- Authorization for Exam/Treatment
- Issued by IMT (Finance) or ASC-OWCP



# Incident Business

## Paperwork for Injuries

- Work with COMP/CLAIMS, FSC, Med Unit, or ASC
- FS resources
  - eSafety must be completed at ICP
  - IARR may need to facilitate getting injury added into eSafety
- DOI resources
  - CA-1/CA-16 or CA-2 will be sent home with employee for processing. Does not get entered into electronic system.



# Incident Business Reporting Injuries

## Responsibilities . . .

- Host Agency
- Finance/Medical Unit
- Supervisor – eSafety
- Employee - eSafety
- Home Unit



# Incident Business

## Damaged/Lost Personal Property

- AD-382
- Work with COMP/CLAIMS
- Each agency processes claims of its own personnel
  - ASC processes all claims for Forest Service employees
  - DOI and State employee claims are adjudicated at home unit
- "Incident to the employee's service" (in the line of duty), and possession of the property must have been "reasonable, useful, or proper under the circumstances."
- Articles that are not recommended (for doing the job) are taken at personal risk, and any loss, over \$100, is a personal loss



# Incident Business

## Crew Support

- Meals/Lodging/Baggage Fees
  - Utilize BUYT or host unit
  - Micropurchaser can provide for crew members
    - Resource Order required; get **S#** from incident
  - Ensure expense isn't claimed on crew member travel voucher
  - Overweight baggage fees may be an allowable expense to claim on travel voucher
  - Gov't travel card cannot be used for these expenses for another employee



# Incident Business

## Crew Support

- Prescriptions
  - Utilize BUYT or host unit
  - Micropurchaser can provide for crew members
  - Resource Order required; get **S#** from incident
  - Ensure cost of Rx is deducted on OF-288 through commissary deduction



# Incident Business

## Government Equipment

- Cell Phones/Computers/GPS
  - Must be documented on Resource Order
  - Damaged/Lost/Stolen: if not on Resource Order IARR's home unit may be responsible for replacement



# Incident Business

## Rental Vehicles

- Standard rental vehicle for IARR is a SUV/PU
  - Ensure SUV/PU documented on R.O.
  - Attach R.O. to travel voucher
- GPS is not an allowable expense to claim on travel voucher
- Decline Collision Damage Waiver
- Rental agreement is voided if vehicle taken off maintained roads (no two-tracks!)



# Incident Business

## NICC/Wildland Fire Incident

- P-code

## FEMA Incident

- F-code
- Mission assignments issued



# IARR Reports

- Main Contact is the EACC Intelligence Coordinator or Intelligence Detailer or Center Manager or Acting Center Manager
- Try to call twice a day
- E-mail or Fax report if possible
- What information are we looking for?
- Incident, Name of Crew, where they are and what is their assignment
- Issues, injuries, demob information
- We condense the information and post it to the EACC web page
- Please send me photos to use in report info boards, etc.



**EASTERN AREA  
INTERAGENCY RESOURCE REPRESENTATIVE (IARR)**

**CREW REPORT**

**July 17, 2012 updated 0946 CDT**

**Crews currently assigned outside the Eastern Area**

**Incident: Flat**

**Location: Junction City, CA**

**IARR: Mike Jacobson**

**CA-SHF-002290**

**(Shasta-Trinity NF)**

<b>Crew</b>	
<b>NHS #2</b>	Division Z. Secure and improve control lines. Mop-in 200 feet from fire line.
<b>MAS #1</b>	Division Z. Secure and improve control lines. Back-haul equipment.
<b>PASC #3</b>	Structure protection. Mop-in 200 feet from fire line.
<b>PASC #4</b>	Division A. Continue mop-up 200 feet in from fire line.
<b>OHS #1</b>	Division Z. Secure and improve control line.

\*Crews could be reassigned today



# IARR After Action Review

## 1. What was planned?

- IARR refresher in spring 2015.
- IARR Guide and IARR Resources available on EACC web page.
- Routine IARR assignments with a few incidents and emergency ~~demobilizations~~.

## 2. What really happened?

- Assignments were appropriate for crew capabilities. On some assignments crew members who were qualified were asked to take on other roles such as DIVS, but still worked in close proximity with the crew. It was advantageous to have crew members with other qualifications, DIVS, CRWB, EMT etc. On one fire in Idaho the Crew Boss was assigned as an ICT3 and that fire went from 50 to 800 to over 1,000 acres and was taken over by an IMT.
- Received compliments from the GACCs on Eastern Area Crews. Crews received good ratings.
- Several emergency demobilizations which is normal. One was a problem individual.
- Buses and drivers continue to be an issue. RMCC provided good AWD trucks. Hybrid and Mid-level SUVs were also used. Buses were again brought up at the national Center Manager meeting at NICC. Meeting with the Mobilization Center Manager and the Bus Coordinator could help in securing decent transportation.
- Making contact with the Southern Area's IARRs on the Incident proved to be helpful. Possible backup. Thanks to Kai and the Southern Area.
- Having two IARRs assigned to same incident was helpful. Sometimes there is a lot of driving involved and this helped with mitigating fatigue.
- Contacts with dispatch centers, GACCs and IMTs went well. They were very helpful.
- North Ops has drug dogs at the mobilization center that check the crew luggage. This is Federal property and the FS region approves. IARRs might make the crews available of the policy. Any concerns involving searches should be documented and reported to the EACC Center Manager ASAP and not wait for AAR or Closeout Report.
- Some of the new hire fire fighters have no experience before going on a western fire assignment. It would be nice although not really practical for them to get some experience in the Eastern Area before taking a western crew assignment.
- Crew member from Wisconsin had no boots and had several previous knee surgeries. He should not have been on the crew. The IMT placed him as a PIO but he wasn't qualified. The IARR recommended that he not travel home with the crew. The BIA Midwest Region paid for the plane ticket home.
- NH State to Montana crew mobilization as result of State Forester conference call.
- Ohio crew was kept in Harrisburg overnight when they wanted to get a couple hours of driving in because the next day they still had 8 hours of travel. The next day after 8



# Mutual Respect

**YOUR**  
responsibility  
to treat  
people with  
dignity and  
respect



**YOUR**  
right to be  
treated with  
dignity and  
respect

**MUTUAL  
RESPECT**



# The Red Flags

When people are mistreated they may...

Withdraw

- Removing themselves from the group, becoming moody, sensitive and/or serious.

Deny

- Denying behavior that is inappropriate due to misunderstanding or misperceptions

Assume responsibility

- Person may blame themselves for what is happening

Become Embarrassed

- Unusually quiet or sad



# The Red Flags

When people mistreat others they may...

- Invalidate Claims by Victim
  - Saying that they can't take a joke or don't have a sense of humor
- Provide Excuses
  - Saying that they were just joking or trying to offer a compliment
- Defend Themselves
  - Saying that they didn't do anything wrong
- Blame Others
  - Saying that everyone was joking or they invited the behavior



# Consequences of Inappropriate Behavior

- On an incident
  - Written documentation
  - Removal from the incident
- Reporting inappropriate behavior
  - Crewboss
  - Human Resource Specialist
  - Incident Commander



# Lessons Learned – Group Discussion

- Please share 2 experiences from your most recent IARR assignment.
- *What happened?*
- *What valuable lessons can we all learn from this?*





## Questions and Answers

**EACC**

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*Thank you for your participation!*