



2024 Eastern Area Interagency Standards for Resource Mobilization



2024

Holidays & Observances

January

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

Su	M	Tu	W	Th	F	Sa
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Jan 01 New Year's Day
- Jan 15 Martin Luther King Day
- Feb 10 Chinese New Year
- Feb 14 Valentine's Day
- Feb 14 Ash Wednesday
- Feb 19 President's Day
- Mar 11 Ramadan begins
- Mar 17 St. Patrick's Day
- Mar 20 March equinox (GMT)
- Mar 31 Easter
- Apr 01 April Fool's Day
- Apr 22 Earth Day
- Apr 23 Passover
- Apr 24 Admin Assistants Day
- May 05 Cinco de Mayo
- May 12 Mother's Day
- May 19 Pentecost
- May 27 Memorial Day
- Jun 14 Flag Day
- Jun 16 Father's Day
- Jun 19 Juneteenth
- Jun 20 June Solstice (GMT)
- Jul 04 Independence Day
- Sep 02 Labor Day
- Sep 22 September equinox (GMT)
- Oct 03 Rosh Hashanah
- Oct 14 Federal Holiday
- Oct 31 Halloween
- Nov 11 Veterans Day
- Nov 28 Thanksgiving
- Dec 21 December Solstice (GMT)
- Dec 25 Hanukkah begins
- Dec 25 Christmas Day
- Dec 26 Kwanzaa begins
- Dec 31 New Year's Eve



NATIONAL INTERAGENCY FIRE CENTER

3833 South Development Avenue Boise ID 83705



DATE: March 1, 2024

TO: Agency Personnel

FROM: NIFC-Multi-Agency Coordinating Group

SUBJECT: 2024 National Interagency Standards for Resource Mobilization



Attached is the 2024 National Interagency Standards for Resource Mobilization, previously titled National Interagency Mobilization Guide. These standards are written to reflect the interagency needs of the user and formatted to accept local inserts.



The National Interagency Standards for Resource Mobilization states, references, or supplements policy and for Bureau of Land Management, U.S. Forest Service, U.S. Fish and Wildlife Service, National Park Service, and Bureau of Indian Affairs.



The signatory agencies have directed the National Interagency Coordination Center (NICC) with review and oversight from the National Multi-Agency Coordinating Group (NMAC) to annually revise, publish, and distribute the National Interagency Standards for Resource Mobilization by March 1, and issue errata to this document.



The National Interagency Standards for Resource Mobilization establishes the standards for mobilization and demobilization of resources in response to wildland fire and all-hazard events. It is the foundational document instituting overarching processes for total mobility of resources.

Suggestions for modification of the publication can be submitted at any time during the calendar year. The NICC will accept suggestions for changes either through your signatory agency, through your Coordination Center (GACC), or through established interagency organizations such as NWCG Committees, recognized interagency groups (CGAC, ICAC, etc.), and functional areas (NIICD, RAWS, etc.).



The NICC will present all recommended changes to NMAC for their final acceptance and approval. Explanation of the modification process, instructions on how to submit changes, and the change request form are located on the NICC website located at <https://www.nifc.gov/nicc/mobguide/index.html>



Grant Beebe
Assistant Director Fire and Aviation Operations
Fire and Aviation Directorate Management
Bureau of Land Management – NIFC

David Haston
Assistant Director Fire and Aviation
USDA Forest Service – NIFC

Greg Smith
Fire Director
National Association of State Foresters – NIFC

Joshua Simmons
Director of Fire Operations
Bureau of Indian Affairs – NIFC

Ed Christopher
Chief, Branch of Fire Management Program Leader
U.S. Fish & Wildlife Services – NIFC

Jason Fallon
Chief, Branch of Wildland Fire
National Park Service – NIFC

Aitor Bidaburu
Department of Homeland Security
U.S. Fire Administration
Fire Program Specialist – NIFC

EASTERN AREA INTERAGENCY STANDARDS for RESOURCE MOBILIZATION

CHAPTER 10 1

OBJECTIVES, POLICY AND SCOPE OF OPERATION 1

MISSION STATEMENT – NATIONAL INTERAGENCY COORDINATION CENTER..... 1

PURPOSE..... 1

TOTAL MOBILITY CONCEPT..... 2

PRIORITIES..... 2

NATIONAL RESOURCES..... 3

LOCAL AND GEOGRAPHIC AREA DRAWDOWN LEVELS 4

NATIONAL SURGE PACKAGES..... 5

NATIONAL READY RESERVE 5

SCOPE OF OPERATION 6

 National Response Framework (NRF)..... 6

 U.S. Agency for International Development (USAID) 7

MOBILIZATION/DEMOBILIZATION..... 11

WORK/REST 12

LENGTH OF ASSIGNMENT..... 12

 Assignment Definition..... 13

 Length of Assignment..... 13

 Days Off..... 13

 Assignment Extension 14

 Single Resource/Kind Extensions..... 15

 CIMT Length of Assignment and Mandatory Unavailability..... 15

 Incident Management Team Extensions..... 15

 Maximum Consecutive Days Worked – Home Unit 16

INCIDENT OPERATIONS DRIVING 16

INITIAL ATTACK DEFINITION 18

RESOURCE MOBILIZATION..... 19

 Compacts..... 22

WILDLAND FIRE ENTRAPMENT/FATALITY..... 29

UNABLE TO FILL (UTF) PROCEDURE 29

STANDARD CUBES, WEIGHT, AND GEAR POLICY FOR ALL PERSONNEL 29

NATIONAL FIRE PREPAREDNESS PLAN..... 29

WHY PREPAREDNESS LEVELS ARE ESTABLISHED..... 30

GEOGRAPHIC AREA PREPAREDNESS LEVELS..... 30

PREPAREDNESS LEVEL DESCRIPTIONS 32

 Preparedness Level 1 32

 Preparedness Level 2 32

 Preparedness Level 3 33

 Preparedness Level 4 35

 Preparedness Level 5 36

PREPAREDNESS LEVEL ACTIONS TAKEN BY NICC/NMAC..... 37

 Preparedness Level 1 37

 Preparedness Level 2 37

 Preparedness Level 3 38

 Preparedness Level 4 38

 Preparedness Level 5 38

MULTI-AGENCY COORDINATING GROUPS (MAC) ORGANIZATION 38

 National Multi-Agency Coordinating Group (NMAC) Organization 38

 NIFC Directors’ Delegations 39

 NMAC Roles/Responsibilities:..... 39

 NMAC Support Function Responsibilities: 40

 Responsibilities of GMACs: 40

 MAC Group Coordinator 42

 Complexity..... 43

INCIDENT SUPPORT ORGANIZATION (ISO)..... 47

 Incident Support Organization (ISO)..... 47

 Expanded Dispatch Organization 47

 Expanded Dispatch Functional Areas 47

 Technical Support 48

 Administrative Support 48

 Example Organizations 48

 Incident Support Organization (ISO), Example – Complex Incident:..... 49

 Incident Support Organization (ISO), Example: 49

MOBILIZATION PROCEDURES FOR MILITARY ASSETS..... 50

INTERNATIONAL OPERATIONS 51

 Canada Support..... 51

 Australia and New Zealand Support 52

 Mexico Support..... 52

Other Nations Support for Large Scale Mobilizations 52

Processes for International Mobilization of Federal Resources 52

ORDERING PROCESS AND PROCEDURES..... 53

 Geographic Area Coordination Centers (GACCs) 53

 Name Requests..... 56

 Name Requests on Budgeted, Severity or Non-Suppression Funds 56

 Ordering Process for All Orders 56

 Support to Border Fires..... 59

MOBILIZATION AND DEMOBILIZATION INFORMATION 60

NON-INCIDENT RELATED ORDERING..... 61

CHAPTER 20 62

OVERHEAD AND TEAMS 62

 OVERHEAD AND TEAMS OVERVIEW 62

 Standards for Wildland Fire Position Qualifications 62

 Overhead Mobilization and Demobilization..... 62

 Supplemental Fire Department Resources 62

 Name Requesting Single Resource Overhead 63

 Trainee Requests 63

 Technical Specialist 63

 Remote Employee 63

 Interagency Wildland Fire Modules 63

 Wildland Fire Module Mobilization 64

 Helicopter Module 64

 Helicopter Rappellers..... 64

 Smokejumpers..... 65

 Non-Standard Overhead Groups 65

 Communications Coordinator (COMC) 66

 Incident Meteorologist (IMET)..... 67

 Air Resource Advisors 68

 Cache Support Positions 69

 INCIDENT MANAGEMENT TEAMS (IMTS) 72

 NMAC Management of IMTs 72

 Interagency Incident Management Teams (IMTs) 73

 IMT Configurations - All..... 73

Complex IMT Configuration 73

Complex IMT Mobilization Roster 74

CIMT Roster Negotiation 74

CIMT National Rotation Process..... 82

NICC CIMT Coordinator..... 83

CIMT Assignment to All-Hazard Incidents..... 84

NIMO Teams 84

Area Command Team 84

All-Hazard Incident Management Teams 85

Incident Support Teams 85

INTERAGENCY BUYING TEAMS (BUYT) 85

 BUYT Configuration 85

 BUYT Mobilization 86

 BUYTs Rotation Process 86

PAYMENT TEAMS..... 87

REMOTE INCIDENT SUPPORT TEAM (RIST) 87

 Program Management..... 87

 RIST Configuration 87

 Requesting RIST Support 88

BURNED AREA EMERGENCY RESPONSE TEAM (BAER)..... 89

 Department of Interior (DOI) BAER..... 89

 DOI National BAER Team Configuration 89

 DOI Burned Area Emergency Response Team Mobilization Process 89

 USDA Forest Service BAER 90

NATIONAL FIRE PREVENTION AND EDUCATION TEAMS (NFPET)..... 90

 NFPET Configuration..... 90

 NFPET Coordinators 91

COMMUNITY MITIGATION ASSISTANCE TEAMS (CMAT) 92

 CMAT Configuration..... 92

 Requesting a CMAT 92

FIRE AND AVIATION SAFETY TEAM (FAST)..... 92

 FAST Configuration 93

 FAST Mobilization Process 93

AVIATION SAFETY AND TECHNICAL ASSISTANCE TEAM (ASTAT) 93

ASTAT Configuration 93

SERIOUS ACCIDENT INVESTIGATION TEAMS (SAIT)..... 94

CHAPTER 30 95

CREWS 95

CREW STANDARDS FOR NATIONAL MOBILIZATION 95

TYPE 1 INTERAGENCY HOTSHOT CREWS (IHCS)..... 95

Interagency Hotshot Crews as T2IA, T2 or Suppression Modules 95

TYPE 2 AND TYPE 2 IA CREWS..... 96

US FOREST SERVICE CONTRACTED CREWS 97

Type 2IA Crews 97

Type 2 Crews 97

INTERAGENCY RESOURCE REPRESENTATIVE (IARR) 97

CHAPTER 40 98

EQUIPMENT AND SUPPLIES..... 98

EQUIPMENT AND SUPPLIES OVERVIEW 98

Name Requests for Equipment 98

EQUIPMENT/SUPPLIES MOBILIZATION 98

EQUIPMENT/SUPPLIES DEMOBILIZATION..... 99

NATIONAL INTERAGENCY SUPPORT CACHE ORDERING PROCEDURES..... 101

NFES Items in Short Supply..... 101

Field Office Replenishment During Fire Season 101

Field Office Replenishment Outside of Fire Season..... 101

Incident Replacement of NFES Items..... 101

Local Unit Incident Replacement: Type 3, 4 and 5 Incidents..... 102

Incident to Incident Transfer of Equipment and Supplies 102

NATIONAL INTERAGENCY INCIDENT COMMUNICATIONS DIVISION (NIICD)... 102

Radio Ordering..... 103

Frequency and Radio Demobilization 104

REMOTE AUTOMATIC WEATHER STATIONS (RAWS)..... 104

Incident Remote Automatic Weather Stations, (IRAWS – NFES 005869) 104

Project Remote Automatic Weather Stations, (PRAWS – NFES 005870) 104

Smoke Monitoring Kit, (Kit – Smoke Monitor – E-Sampler, NFES 005840) 105

NATIONAL CONTRACT MOBILE FOOD SERVICE AND SHOWER FACILITIES..... 105

National Contract Mobile Food Service Units..... 105

National Contract Mobile Shower Facilities Units 105

National Contract Mobile Food Services and Shower Facilities Mobilization 106

National Contract Mobile Food Services and Shower Facilities Reassignments 106

National Contract Mobile Food Services and Shower Facilities Demobilization 106

ENGINES AND WATER TENDERS..... 106

CHAPTER 50 107

AIRCRAFT 107

AIRCRAFT MOBILIZATION..... 107

TYPES OF FLIGHTS..... 109

 Point-to-Point..... 109

 Mission Flights..... 109

 Flight Manager..... 110

FLIGHT FOLLOWING MANAGEMENT 110

 FAA Flight Plans 110

 Agency Flight Plans..... 111

 Flight Following..... 112

 Flight Following for Demobilization 113

 National Flight Following Frequency (168.6500 MHz)..... 113

 Automated Flight Following (AFF)..... 113

 Requirements to Utilize AFF 113

 Responsibilities of the Sending Unit: 114

 Responsibilities of Sending GACC: 114

 Responsibilities of NICC:..... 114

 Responsibilities of Receiving GACC: 115

 Responsibilities of Receiving Unit: 115

COOPERATOR AIRCRAFT 115

 Non-Federally Approved Cooperator Aircraft..... 116

HELICOPTERS 116

 CWN Helicopters..... 117

 Exclusive-Use Helicopters..... 117

 US Forest Service Type 1 and Type 2 Helicopters..... 117

 US Forest Service Type 3 Helicopters 118

 BLM Type 1 Helicopter..... 118

 Short-haul..... 118

MULTI-AWARD TASK ORDER CONTRACT (MATOC)..... 118

 Helicopters 118

 Type 2 Standard w/Bucket (*indicates models with twin engine capability)..... 119

 Type 2 Restricted w/Bucket..... 119

 Type 2 Standard w/Tank..... 120

 Type 2 Restricted w/Tank..... 120

 Type 2 Standard Modern Bucket/Tank..... 120

 Type 3 Standard w/Bucket..... 120

 Type 3 Standard w/Tank..... 120

 Type 3 Standard Modern 120

RAPPELLERS 121

 Rappeller Numbers 122

 Rappeller Aircraft 123

SMOKEJUMPERS 123

 Smokejumper Numbers 123

 Smokejumper Aircraft 124

AERIAL SUPERVISION AIRCRAFT 124

 Aerial Supervision Module..... 124

 Leadplane..... 124

 Air Tactical Aircraft..... 125

UNMANNED AIRCRAFT SYSTEMS (UAS)..... 126

AIRTANKERS 129

 Airtanker Use in Optional and Post Season Periods..... 131

MODULAR AIRBORNE FIREFIGHTING SYSTEMS (MAFFS)..... 131

 US Forest Service and NICC Responsibility (for MAFFS)..... 132

 MAFFS Ordering Criteria..... 132

WATER SCOOPERS 132

SINGLE ENGINE AIRTANKERS (SEATS) AND WATER SCOOPERS 133

MOBILE RETARDANT BASES (MRBS)..... 134

INFRARED (IR) SUPPORT TO FIRE OPERATIONS 134

LARGE TRANSPORTATION AIRCRAFT..... 135

FREQUENCIES 136

 FM, VHF, and UHF Frequencies..... 136

 AM Frequencies..... 136

FM Air-to-Ground Frequencies	136
AIRSPACE	137
Temporary Flight Restrictions (TFR) FAR 91.137	137
Participating Aircraft	139
Military Training Routes and Special Use Airspace.....	139
Airspace Conflicts.....	139
FAA Temporary Control Tower Operations.....	139
CHAPTER 60	141
PREDICTIVE SERVICES.....	141
PREDICTIVE SERVICES OVERVIEW	141
Wildland Fire Weather Forecasts.....	141
PREDICTIVE SERVICES PRODUCTS	141
7-Day Significant Fire Potential Outlook	141
National Wildland Significant Fire Potential Outlook.....	142
Fuel and Fire Behavior Advisories	142
Incident Status Summary (ICS-209).....	145
Required Reporting of Wildland Fires.....	145
Non-Fire Incidents	146
Interagency Situation Report	146
Incident Management Situation Report	149
CHAPTER 70	150
INCIDENT ADMINISTRATION	150
INCIDENT OVERVIEW	150
INCIDENT CREATION	150
Incident Record Creation and Data Integration	150
NWCG Event Kind and Event Categories (Incident Type).....	151
Multiple Events.....	151
Unprotected Lands	151
Incident Naming Protocols	151
Unit Identifiers	152
Incident Reporting	153
COST CODING.....	153
Interagency Fire and Severity Activities.....	153
Bureau of Land Management (BLM)	153

Bureau of Indian Affairs (BIA)..... 154

National Park Service (NPS) 155

Fish and Wildlife Service (FWS)..... 157

Forest Service (FS) 157

CHAPTER 80 159

FORMS..... 159

CHAPTER 90 160

FIRE ORGANIZATION DIRECTORY 160

 GEOGRAPHIC AREA COORDINATION CENTERS (GACCS) 160

 National Interagency Coordination Center (NICC)..... 161

 Alaska Interagency Coordination Center (AICC)..... 163

 Eastern Area Coordination Center (EACC)..... 164

 Great Basin Coordination Center (GBCC) 165

 Northern California Coordination Center (ONCC) 166

 Northern Rockies Coordination Center (NRCC)..... 168

 Northwest Area Coordination Center (NWCC)..... 169

 Rocky Mountain Area Coordination Center (RMCC)..... 170

 Southern Area Coordination Center (SACC) 171

 Southern California Coordination Center (OSCC)..... 172

 Southwest Area Coordination Center (SWCC) 173

 National Interagency Support Caches (NISC)..... 174

APPENDIX: 175

ACRONYM GUIDE..... 175

EXECUTIVE SUMMARY OF CHANGES FOR 2024 180

CHAPTER 10

OBJECTIVES, POLICY AND SCOPE OF OPERATION

THE EASTERN AREA INTERAGENCY STANDARDS FOR RESOURCE MOBILIZATION INCLUDES THE NATIONAL INTERAGENCY STANDARDS FOR RESOURCE MOBILIZATION (BLACK TEXT WITHOUT ITALICS) AND ANY SUPPLEMENTAL GUIDANCE SPECIFIC TO THE EASTERN GEOGRAPHIC AREA (BLUE TEXT WITH ITALICS).

In addition, it is an extension of Agency Manual/Handbook Systems, Directives, and Memorandums relating to logistical support operations to provide policies, procedures, and organization; a directory and catalog of personnel, equipment, aircraft, and supplies to assist in obtaining timely and cost-effective incident support services.

Authority for the coordination of fire management activities between Federal and State agencies in the Eastern Area is outlined in the Memorandum of Understanding for Formation of the Eastern Area Coordinating Group

MISSION STATEMENT – NATIONAL INTERAGENCY COORDINATION CENTER

The principal mission of the National Interagency Coordination Center (NICC) at the National Interagency Fire Center (NIFC) is the cost-effective and timely coordination of land management agency emergency response for wildland fire. As a partner in the National Response Framework (NRF) and as interagency cooperators, we will also meet the requirements of all-hazard incidents as directed by the NRF or Presidential and Secretarial direction. This is accomplished through planning, situation monitoring, and expediting resource orders between the Bureau of Indian Affairs (BIA) Areas, Bureau of Land Management (BLM) States, National Association of State Foresters (NASF), Fish and Wildlife Service (FWS) Regions, Forest Service (FS) Regions, National Park Service (NPS) Regions, National Weather Service (NWS) Regions, Federal Emergency Management Agency (FEMA) Regions through the United States Fire Administration (USFA) and other cooperating agencies.

EA Interagency Standards for Resource Mobilization (EAISRM)

The Eastern Area Coordination Center (EACC) is untethered from a permanent residence and EACC staff work in a remote posture, collectively representing the Geographic Area Coordination Center (GACC) for the 20 northeastern states, Bureau of Indian Affairs (BIA), Bureau of Land Management (BLM), National Park Service (NPS), Forest Service (FS), Fish and Wildlife Service (FWS), and other cooperating agencies.

PURPOSE

The National Interagency Standards for Resource Mobilization identifies standard procedures that guide the operations of multi-agency operational and logistical support activity throughout the national coordination system. These standards are intended to facilitate interagency dispatch coordination, ensuring timely and cost-effective incident support services are provided. It is designed to accommodate amendments as needed and will be retained as current material until amended. Local and Geographic Mobilization Guides should be used to supplement the National Interagency Standards for Resource Mobilization.

TOTAL MOBILITY CONCEPT

The national coordination system uses the total mobility concept to position and utilize resources to meet existing and anticipated incident, preparedness, severity, wildland and prescribed fire needs regardless of geographic location or agency affiliation.

To accomplish total mobility, all resources will be statused and assigned in the resource ordering system regardless of incident type or location.

PRIORITIES

When competition for wildland fire resources occurs among Geographic Areas, the National Multi-Agency Coordination Group (NMAC) at NIFC will establish national priorities.

The delegation of authority for NMAC states:

“NMAC is the national level authority for directing and controlling firefighting resource allocations between Geographic Areas to ensure priority objectives are met, with full authority to take appropriate actions to implement their decisions.”

When requested, Geographic Areas will establish priorities for their incidents and wildland fires and report them to NICC.

The single overriding suppression priority is the protection of human life – both that of our firefighters and of the public.

In setting national priorities and drawdown levels, the following criteria will be considered:

- Protecting communities and community infrastructure, other property and improvements, and natural and cultural resources.
- Maintaining initial attack capability.
- Limiting costs without compromising safety.
- Meeting agency suppression objectives.
- Support to National Response Framework (NRF) taskings.

Resource allocation decisions are based on the following considerations:

- Wildfire suppression.
- Emergency Support Function (ESF) / National Response Framework.
- Agency Prescribed Fire operations.
- International cooperation.

EA Interagency Standards for Resource Mobilization (EASRM)

EA PRIORITIES

When competition for wildland fire resources occurs within the Geographic Area, EACC will establish Geographic Area priorities and confirm drawdown levels until relieved of this responsibility by the Eastern Area Multi-Agency Coordination group (EA MAC).

When requested, Units will establish priorities for their incidents and wildland fires and report them to EACC. The single overriding suppression priority is the protection of human life - both, that of our firefighters and of the public.

In setting geographic area priorities and drawdown levels, the following criteria will be considered:

- Protecting communities and community infrastructure, other property and improvements, and natural and cultural resources.*
- Maintaining initial attack capability.*
- Limiting costs without compromising safety.*
- Meeting agency suppression objectives.*
- Support to National Response Framework (NRF) tasking's.*

A multi-agency coordinating group (MAC) may be established at the request of any member agency. This group will be staffed to the level necessitated by the existing wildfire/all-hazard incident/emergency.

Once established, the Eastern Area MAC group is delegated authority to:

- Establish priorities for fires/incidents within the Eastern area.*
- Establish priorities for prepositioning and suppression requirements among units.*
- Allocate critical resources.*
- Reallocate critical resources, when necessary, as situations change.*

NATIONAL RESOURCES

National Resources are those which have national utilization, high demand, limited availability, and unique status reporting requirements identified by NICC. They are:

- Complex Incident Management Teams (CIMT).
- National Incident Management Organization Teams (NIMO).
- Area Command Teams.
- National Buying Teams.
- Type 1 Interagency Hotshot Crews.
- Large and Very Large Airtankers.
- Modular Airborne Firefighting System.
- Type 3 Multi-Engine Water Scoopers.

- National Aerial Supervision Modules and Lead Planes.
- Exclusive-Use Air Tactical Aircraft and personnel.
- Smokejumpers and Smokejumper Aircraft.
- National Contract Type 1 and Type 2 Helicopters, helitack (including rappel) and associated contract personnel.
- National Contract and agency owned Unmanned Aircraft Systems (UAS) and modules.
- National Infrared Aircraft (Agency and Contract).
- Large Transport Aircraft.
- National Contract Mobile Food Services Units.
- National Contract Mobile Shower Facilities.
- Incident Remote Automatic Weather Station.
- National Interagency Support Cache (NISC) System.
- National Fire Equipment System (NFES) Managed Items.

When requested by NMAC, GACCs will notify NICC of the commitment of National Resources within their Geographic Area.

LOCAL AND GEOGRAPHIC AREA DRAWDOWN LEVELS

Drawdown is the predetermined number and type of fire suppression resources that are required to maintain viable initial attack (IA) capability at either the local or Geographic Area.

Drawdown resources are considered unavailable outside the local or Geographic Area for which they have been identified, National Resources may be reallocated by NMAC in coordination with the NICC and Geographic Areas to meet higher priority obligations.

Drawdown is intended to ensure adequate fire suppression capability for local and/or geographic area managers and enable sound planning and preparedness at all management levels.

Local drawdown is established by the local unit and/or the local MAC Group and implemented by the local dispatch office. The local dispatch office will notify the Geographic Area Coordination Center (GACC) of local drawdown decisions and actions.

Geographic Area drawdown is established by the Geographic Area Multi-Agency Coordination Group (GMAC) and implemented by the GACC. The GACC will notify local dispatch offices and NICC of Geographic Area drawdown decisions and actions.

EA Interagency Standards for Resource Mobilization (EAISRM)

RESOURCE ALLOCATION DECISIONS WHEN THE EA MAC GROUP IS NOT ACTIVATED

Prior to circumstances which trigger activation of the EA MAC Group, any Agency Representative may initiate a conference call with EACC and the other Agency Representatives for the purpose of the gathering and sharing situational intelligence. The conference calls should include a representative from each federal, state and/or compact that could potentially be affected by the current or forecasted weather or events. The purpose of the call to identify potential resource needs and determine the level of interagency support that may be needed to fill anticipated

shortages. In such cases, decisions that affect movement of aviation assets and out of GACC resources will be made by the EACC Center Manager, in consultation with the EACG Chair.

The Center Manager will consult with the National Interagency Coordination Center (NICC) and EA Dispatch Centers or sub-geographic MAC groups as appropriate. Decisions by the Center Manager will be relayed to the EACG Chair until the EA MAC group has assembled. Such decisions shall remain in effect after EA MAC group activation and become part of the official record. The EA MAC group will re-evaluate the decisions of the Center Manager in the normal course of business as they assess the situational needs at the time.

NATIONAL SURGE PACKAGES

National Surge Package (NSP) resources are intended to assist GMACs with a means to accomplish critical tactical missions. Prioritization and use of NSP resources should be based on probability of success, values at risk, and a strategy that will likely result in completing key incident objectives that may maintain or reduce incident complexity and/or resource needs.

NMAC may assemble a variety of resources into NSPs. GACCs will be notified by NICC of the availability of NSP resource packages. Interested GMACs will provide a written request for available NSP resource packages to NMAC through their NMAC liaison within 24 hours of notification.

Requests for NSP resource packages must include information about the strategy for use of the NSP package. This strategy should be specific and outline how the resources will be utilized to prevent specific incidents from increasing in complexity and/or to accomplish key incident objectives that decrease long-term resource needs on the incident(s).

The intent of NSP resource allocation is to assign the group of resources to a series of specific incidents to accomplish critical tactical and/or key incident objectives over the course of a three-to-seven-day span, then move the resources to the next priority incident. NSP resources should not be spread to multiple incidents where key incident objectives cannot be attained with a single NSP resource.

NSP resources may also be composed of support function personnel intended to assist GMACs with a means to reinforce key support functions during high tempo periods. Requests for support NSP resources should be based on current support function gaps and long-term outlook of support resource needs.

It is the responsibility of the GMACs to ensure NSP resources/packages are utilized in alignment with the original request and report back to their NMAC liaison on accomplishments/utilization of surge resources/packages.

NATIONAL READY RESERVE

National Ready Reserve (NRR) is a means by which NMAC identifies and readies specific categories, types, and quantities of fire suppression resources in order to maintain overall national readiness during periods of actual or predicted national suppression resource scarcity.

National Ready Reserve implementation responsibilities are as follows:

- NMAC establishes National Ready Reserve requirements by resource category, type, and quantity.

- NICC implements NMAC intent by directing individual GACCs to place specific categories, types, and quantities of resources on National Ready Reserve.
- GACCs direct local dispatch centers and/or assigned IMTs to specifically identify resources to be placed on National Ready Reserve.
- NICC mobilizes National Ready Reserve resources through established ordering channels, as necessary.

National Ready Reserve resources must meet the following requirements:

- May be currently assigned to ongoing incidents.
- Must be able to demobilize and be enroute to the new assignment in less than 2 hours.
- Resources must have a minimum of 7 days left in a 14-day rotation (extensions will not be factored in this calculation).
- May be assigned to incidents after being designated ready reserve, in coordination with NICC; and
- Designated ready reserve resources may be adjusted on a daily basis.

NMAC will adjust ready reserve requirements as needed. Furthermore, in order to maintain national surge capability, NMAC may retain available resources within a Geographic Area, over and above the established Geographic Area drawdown level.

SCOPE OF OPERATION

National Response Framework (NRF)

The NRF provides a comprehensive, national, all-hazards approach to domestic incident management across a spectrum of activities including prevention, protection, mitigation, and recovery. The NRF identifies the Forest Service as the Primary and Coordinating agency for implementing the Emergency Support Function (ESF) #4, Firefighting with the scope of coordinating firefighting activities and providing personnel, equipment, and supplies in support of state, tribal and local agencies involved in wildland, rural and urban firefighting operations. The NRF also identifies the Department of Interior (DOI) as a Primary Agency, along with the United States Department of Agriculture (USDA), for implementing ESF #11, Agriculture and Natural Resources. The Forest Service and DOI also have Support Agency responsibilities under all 15 Emergency Support Functions.

Activities will be accomplished utilizing established dispatch coordination concepts. The affected GACC will coordinate ordering points with Regional Response Coordination Centers (RRCC) and Joint Field Offices (JFO). As necessary, it will pass on to NICC at Boise, ID for national response and logistical support when Geographic Area resources are fully committed. In the event of national level shortages or unavailability, the National Response Coordination Centers (NRCC) through the ESF #4 Desk in Washington, DC will pursue resolution of such shortages. Requests that originate from the NRCC will be processed through the Virginia Interagency Coordination Center (VICC) in Roanoke, VA. Situation and damage assessment information will be transmitted through established fire management intelligence channels.

In most cases, federal agencies, when requested to support the NRF, will provide base eight salaries for permanent employees. FEMA will reimburse overtime, travel, and per diem costs for all

employees. Base eight salaries may be reimbursed for temporary, Administratively Determined (AD) and state employees mobilized to assist.

U.S. Agency for International Development (USAID) Bureau for Humanitarian Assistance

USAID Bureau for Humanitarian Assistance Requests for support from foreign countries other than those countries with which the Departments of Agriculture and Interior have agreements (Canada and Mexico) and arrangements (Australia and New Zealand) will come to NIFC from the Forest Service International Programs' Disaster Assistance Support Program (DASP) through the USAIDs Bureau for Humanitarian Assistance (USAID/BHA). BHA is the U.S. Government's lead coordinator for international humanitarian assistance. Refer to the International Emergency Assistance Response Process, Operating Plan for USDA Forest Service.

More information about the mission of BHA and how it organizes and responds can be found at following web site:

<https://www.usaid.gov/who-we-are/organization/bureaus/bureau-humanitarian-assistance>

More information about DASP can be found at the following website:

<https://www.fs.usda.gov/about-agency/international-programs/program-topics>

EA Interagency Standards for Resource Mobilization (EAISRM)

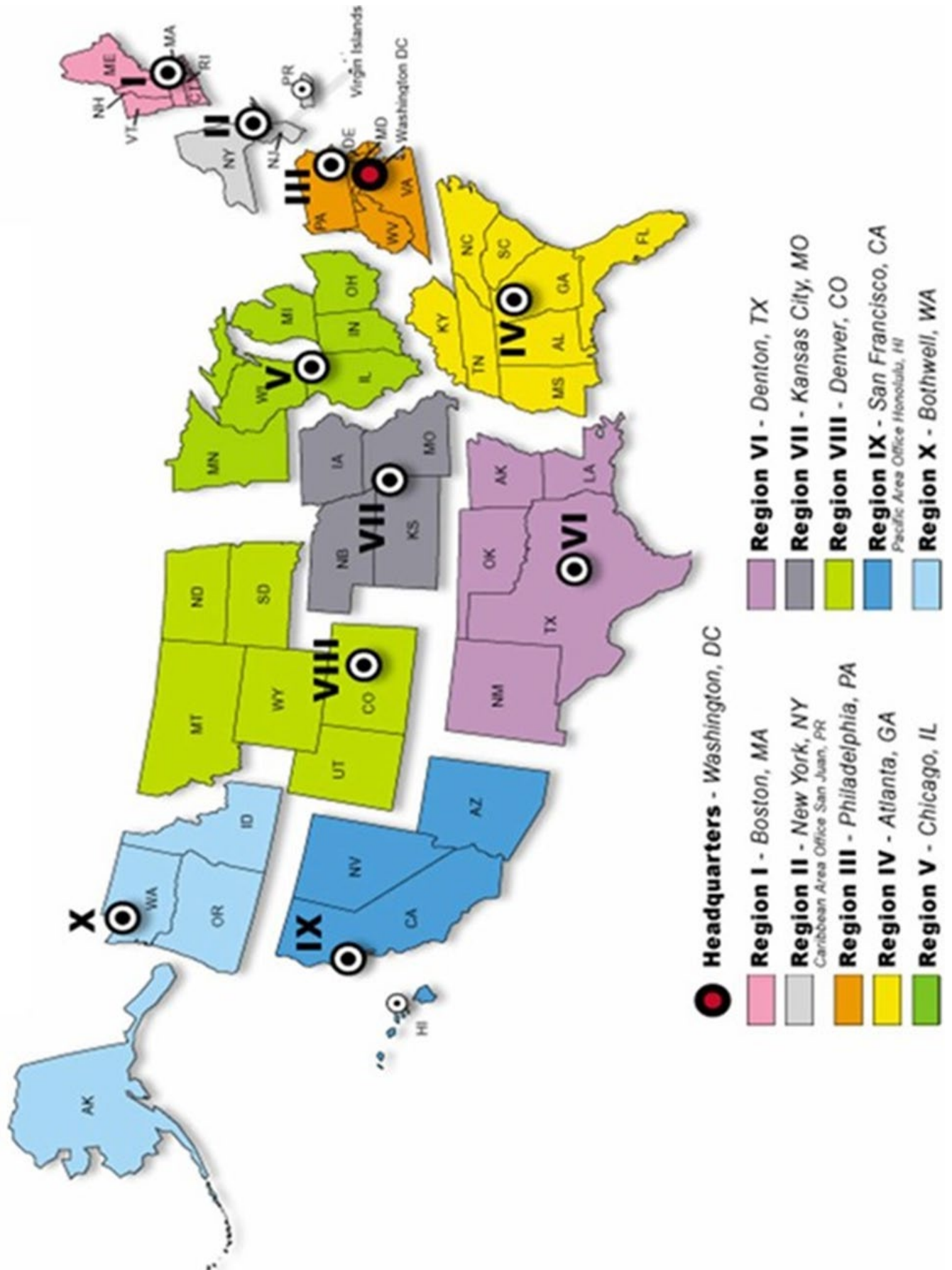
EASTERN AREA ESF4 COORDINATORS

<i>FEMA Region</i>	<i>States Involved</i>	<i>Contact Information</i>
1	<i>MAINE, NEW HAMPSHIRE, MASSACHUSETTS, VERMONT, CONNECTICUT, RHODE ISLAND</i>	<i>CONTACT: HELENE HOCHHOLZER EASTERN REGION STATE & PRIVATE FORESTRY CELL: 860-861-7322 24 HOUR OPERATIONS: 844-237-4283</i>
2	<i>NEW YORK, NEW JERSEY, PUERTO RICO, U.S. VIRGIN ISLANDS</i>	<i>CONTACT: MARIS GABLIKS EASTERN REGION STATE AND PRIVATE FORESTRY CELL: 609-235-7524 24 HOUR OPERATIONS: 844-237-4283</i>
3	<i>PENNSYLVANIA, DELAWARE, MARYLAND, DISTRICT OF COLUMBIA, VIRGINIA*, WEST VIRGINIA</i>	<i>CONTACT: MARIS GABLIKS EASTERN REGION STATE AND PRIVATE FORESTRY CELL: 609-235-7524 24 HOUR OPERATIONS: 844-237-4283</i>
5	<i>OHIO, INDIANA, MICHIGAN, ILLINOIS, WISCONSIN, MINNESOTA</i>	<i>CONTACT: CALEB SCHREIBER EASTERN REGION STATE AND PRIVATE FORESTRY CELL: 503-501-7572 24 HOUR OPERATIONS: 844-237-4283</i>

<i>7</i>	<i>IOWA, MISSOURI</i>	<i>CONTACT: CALEB SCHREIBER EASTERN REGION STATE AND PRIVATE FORESTRY CELL:503-501-7572 24 HOUR OPERATIONS: 844-237-4283</i>
<i>7</i>	<i>KANSAS, NEBRASKA</i>	<i>CONTACT: SCOTT SUGG FS REGION 2 CELL: 303-941-2779 24 HOUR OPERATIONS: 303-445-4310 - RMCC</i>

** DISPATCH OF VIRGINIA RESOURCES FOR DISASTER ASSISTANCE WILL BE MADE THROUGH THE VIRGINIA INTERAGENCY COORDINATION CENTER (VICC).*

THE ESF4 COORDINATOR, FS REGION 2, WILL FUNCTION AS THE REGIONAL CONTACT FOR FEMA REGION VII AND WILL WORK THROUGH THE ROCKY MOUNTAIN AREA COORDINATION CENTER TO PROVIDE RESOURCES AND SUPPORT TO DISASTER ASSISTANCE IN KANSAS AND NEBRASKA.



FOREST SERVICE RESPONSE PROCEDURES – RESPONSE UNDER NRF

See the FS All-Hazard Response Doctrine and ESF4 Reference Guide for specific response procedures at: <https://www.fs.fed.us/managing-land/fire/ibp/all-hazard>

FIRE SUPPRESSION ASSISTANCE *Section 420 of the Stafford Act authorizes FEMA to provide federal assistance to the states under certain conditions. Forest Service assistance is provided under terms of a cooperative fire agreement between the Forest Service and the State. Regular Forest Service and Fire Management fiscal procedures and policy apply. FEMA reimbursement is made directly to the State, unless other arrangements are made.*

FEMA PRINCIPAL ADVISOR *The Forest Service has a primary responsibility for providing Principal Advisors and ESF4 personnel to FEMA for technical advice and assistance in support of Section 420 of the Stafford Act (FSM 3142). The Stafford Act authorizes FEMA to provide Fire Management Assistance Grants (FMAGs) to States for the suppression of any wildfire on publicly or privately owned forest or grassland that threatens such destruction as would constitute a major disaster.*

The role of the Principal Advisor is to provide FEMA with an assessment of the wildfire situation; the threat posed to individuals and improved structures by the uncontrolled wildfire and the prognosis for the future course of the fire. The Principal Advisor position is typically filled by the Fire Management Officer on the National Forest within the State requesting the assistance, or the closest available National Forest Fire Management Officer. Principle Advisors are designated by the Regional ESF4 Coordinator.

OTHER THAN THE NRF OR FIRE SUPPRESSION ASSISTANCE (SECTION 420)

Without a Presidential declaration of a major disaster, Federal agencies must respond within the limits of their own authorities and agency funds. Appropriations bill language and Comptroller General (CG) decisions exist which can be used to guide the limits of response in individual situations.

COST REIMBURSEMENT - NATIONAL RESPONSE FRAMEWORK (NRF)

Funds to cover eligible expenses will be provided through reimbursement by FEMA.

Expenditures eligible for reimbursement in accordance with 44 CFR 206, subpart A, section 206.8, paragraph c include:

- Overtime, travel and per diem for regular Federal personnel.*
- Regular time and overtime wages, travel, and per diem of all state personnel, any temporary Federal personnel assigned solely to perform services required to assist in the emergency (AD personnel, seasonal employees).*
- Cost of services procured under contract for the purposes of providing assistance.*
- Cost of materials, equipment, and supplies (including transportation, repair, and maintenance).*
- All costs incurred which are paid from trust, revolving, or other funds, and whose reimbursement is required by law.*
- Other costs submitted by an agency with written justification or otherwise agreed to in writing by FEMA (includes indirect burden rates).*

DOI agencies are responsible for providing their own financial services and support to their field response operations.

MOBILIZATION/DEMOBILIZATION

The NICC will coordinate the movement of all resources across Geographic Area dispatch boundaries not covered by local operating plans, agreements or other direction found in this guide. When it is reasonable to expect containment prior to the next operational period, dispatch centers at the local level should coordinate directly if resources are used for initial attack on adjacent jurisdictions. If it becomes evident the incident will not be contained during the first operational period, resources mobilized will be ordered through established ordering channels.

Resource mobilization and reassignments between Northern California Operations and Southern California Operations do not require resource orders placed through NICC. The NICC must be notified on movement of National Resources.

Units responding to non-compact requests are responsible for ensuring the resources dispatched meet the criteria specified in this Guide and/or the *National Wildfire Coordinating Group (NWCG) Standards for Wildland Fire Position Qualifications, PMS 310-1* found at the following link:

<https://www.nwccg.gov/publications/310-1>

Resources assigned to emergency incidents will follow sending agency dispatch procedures for travel to the incident. Incident agency dispatch procedures will be followed for return travel from the incident with the hosting dispatch office making travel arrangements and providing airline tickets or travel information to individuals and resources as needed. Travel arrangements made outside of incident agency dispatch procedures may not be reimbursed without proper approvals and authorization. Commercial and/or contract transportation methods may be used.

During demobilization of resources, emphasis will be placed on having personnel home no later than 2200 hours local time. Occasionally, the availability of large transport aircraft will dictate demobilization timeframes.

EA Interagency Standards for Resource Mobilization (EAISRM)

To manage fatigue, every effort should be made to avoid off unit (excluding IA response) mobilization and demobilization travel between 2200 hours and 0500 hours local time.

WORK/REST

This section states work/rest policy for the U.S. Forest Service, Bureau of Indian Affairs, Bureau of Land Management, National Park Service, and U.S. Fish and Wildlife Service. Other agencies, state and local governments, and cooperators should reference policy specific to their organization.

To mitigate fatigue, agency administrators, fire managers, supervisors, incident commanders (IC), and individual firefighters should plan for and ensure that all personnel are provided a minimum 2:1 work/rest ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest). Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception. When this occurs, the following actions are required:

- Personnel will resume 2:1 work/rest ratio as quickly as possible.
- The IC or agency administrator will justify work shifts that exceed 16 hours and/or consecutive days that do not meet 2:1 work to rest ratio. Justification will be documented in the daily incident records, made available to the employee by the finance section/local unit, and must include mitigation measures used to reduce fatigue.
- The time officer's/unit leader's approval of the Emergency Firefighter Time Report (OF-288), or other agency pay document, certifies that the required documentation is on file and no further documentation is required for pay purposes.

The work/rest guidelines do not apply to aircraft pilots assigned to an incident. Pilots must abide by applicable Federal Aviation Administration (FAA, <https://www.faa.gov/pilots>) guidelines, or agency policy if more restrictive.

LENGTH OF ASSIGNMENT

This section states length of assignment policy for the U.S. Forest Service, Bureau of Indian Affairs, Bureau of Land Management, National Park Service, and U.S. Fish and Wildlife Service. Other agencies, state and local governments, and cooperators should reference policy specific to their organization.

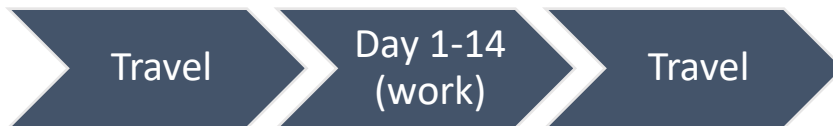
Assignment Definition

An assignment is defined as the time period (days) between the first full operational period excluding travel, and the last operational period. The last operational period is the last full day worked which excludes all travel. Assignments include prescribed fire and fuels treatments.

Length of Assignment

Standard assignment length is 14 days, exclusive of travel from and to the home unit, with possible extensions identified below. **Time spent in staging and preposition status counts toward the 14-day limit, regardless of pay status, for all personnel, including incident management teams (IMT).** Contracted aircraft are not restricted by length of assignment. In order to limit disruption to operations, reduce strain on the ordering system and reduce unnecessary mobilization and demobilization of these high-cost resources, exclusive-use aviation personnel are encouraged to utilize a personnel rotation schedule that meets staffing criteria required of the resource. When numerous internal rotations of staffing Exclusive-Use aircraft occur, consideration for aircraft exchange shall be given by aviation managers and coordinators. Requests for such an exchange shall be coordinated with all parties involved to include the aircraft manager, IMT or hosting unit, GACC, NICC and applicable National Aircraft Coordinator. The ability to grant such requests during high fire activity or planning levels may be limited due to extenuating circumstances.

14-day Scenario



Days Off

To assist in mitigating fatigue, days off are allowed during and after assignments. Agency administrators (incident host or home unit) may authorize time off supplementary to mandatory days off requirements.

The authority to grant a day off with pay lies within 5 U.S.C. 6104, 5 CFR 610.301-306, AND 56 COMP. GEN. DECISION 393 (1977).

After completion of a 14-day assignment and return to the home unit, three mandatory days off will be provided (also referred to as “3 after 14”). Days off must occur on the calendar days immediately following the return travel in order to be charged to the incident (SEE SECTION 12.1-2.) (5 U.S.C. 6104, 5 CFR 610.301-306, AND 56 COMP. GEN. DECISION 393 (1977)). For off-site/remote assignments, days off must occur on the calendar days immediately following last operational shift worked. If the next day(s) upon return from an incident is/are a regular workday(s), a paid day(s) off will be authorized. Regulations may preclude authorizing this for non-National Wildfire Coordinating Group (NWCG) and State/local employees.

Pay entitlement, including administrative leave for a paid day(s) off, cannot be authorized on the individual’s regular day(s) off at their home unit. Agencies will apply holiday pay regulations, as appropriate. A paid day off is recorded on home unit time records according to agency requirements. Administratively Determined (AD) personnel are not entitled to paid day(s) off upon release from the incident or at their point of hire.

Contract resources are not entitled to paid day(s) off upon release from the incident or at their point of hire.

- *DOI – After completion of a 14-day assignment and return travel, the mandatory days off will be charged to administrative leave (code 061, Weather and Safety) if they fall on a regularly scheduled workday.*

Home unit agency administrators may authorize additional day(s) off with compensation to further mitigate fatigue. If authorized, home unit program funds will be used.

Assignment Extension

Extensions beyond 14-day assignments should be made sparingly. Consider the health, readiness, and capability of incident personnel prior to authorizing back-to-back assignments. The health and safety of incident personnel and resources will not be compromised under any circumstance. Assignments may be extended when:

- Life and property are imminently threatened.
- Suppression objectives are close to being met.
- A military battalion is assigned.
- Replacement resources are unavailable or have not yet arrived.
- The assignment is a planned event (e.g., fuels treatment, prescribed fire implementation) with fatigue mitigations (e.g., shorter workdays, adequate rest in hotels, etc.).

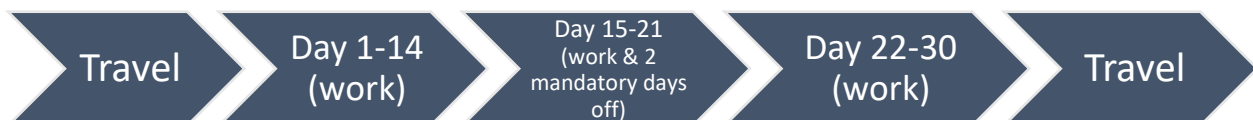
Upon completion of the standard 14-day assignment, an extension of up to an additional 14 days may be allowed (for a total of up to 30 days, inclusive of mandatory days off, and exclusive of travel).

21-day Scenario



A 21-day assignment is exclusive of travel from and to home unit. Time spent in staging and preposition status counts toward the 21-day assignment, regardless of pay status, for all personnel, including IMTs.

30-day Scenario



An assignment longer than 22 days is exclusive of travel from and to home unit. Time spent in staging and preposition status counts toward the assignment, regardless of pay status, for all personnel, including IMTs. For an assignment exceeding 21 days, two mandatory days off will be provided prior to the 22nd day of the assignment.

For an assignment exceeding 21 days, two mandatory days off will be provided prior to the 22nd day of the assignment. Upon completion of the assignment and return to the home unit, three mandatory days off will be provided.

Contracts, incident blanket purchase agreements (I-BPA), and emergency equipment rental agreements (EERA) should be reviewed for appropriate pay requirements and length of assignment. If the contract, I-BPA, or EERA do not address this, the incident Finance/Administration Section chief or the procurement official should be consulted as to whether compensation for a day off is appropriate.

Single Resource/Kind Extensions

The section chief or IC will identify the need for assignment extension and will obtain the affected resource's concurrence. The section chief and affected resource will acquire and document the home unit supervisor's approval.

The IC approves the extension. If a convened Geographic Multi-Agency Coordinating Group (GMAC) or the National Multi-Agency Coordinating Group (NMAC) directs, the IC approves only after GMAC/NMAC concurrence.

If the potential exists for reassignment to another incident during the extension, the home unit supervisor and the affected resource will be advised and must concur prior to reassignment.

CIMT Length of Assignment and Mandatory Unavailability

The assignment length and unavailability period for CIMTs is determined based on the Incident Commander's (IC) travel and follows the process outlined below:

- Day 1 will be the first full day following IC travel to the reporting location on the original resource order, whether it is staging/preposition, to shadow, or the first day in command of the incident.
- For a 14-day assignment, transfer of command may happen on day 14 or the morning of day 15, provided travel back to the home unit begins on day 15. Closeouts, evaluations, and other final processes should be conducted prior to day 15.
- Should an extension be approved, the transfer of command will occur no later than the final extension date.
- Requests to NMAC for a CIMT to be available again prior to the 7-day unavailability period should occur prior to the start of the 7 days. Only in exceptional circumstances will a CIMT be asked by NMAC within the 7-day period to roster prior to the end of the 7 days.
- The day following return travel by the IC will be day 1 of the CIMT unavailability period. The CIMT will be available to roster after a full 7 days have passed. Agency approved days off are included in the 7-day unavailability period.
- Tracking of these days will be accomplished by the Geographic Areas and shared with the NICC CIMT Coordinator for planning purposes.

Incident Management Team Extensions

Incident management team extensions are to be negotiated between the incident agency administrator, the IC, and the GMAC/NMAC, if directed.

Maximum Consecutive Days Worked – Home Unit

During extended periods of activity at the home unit, personnel will have a minimum of 2 days off in any 21-day period. Home unit is defined as the duty station.

- *FS – During extended periods of activity in support of local fire management, personnel will have a minimum of 2 days off in any 14-day period.*

INCIDENT OPERATIONS DRIVING

These standards address driving by personnel actively engaged in wildland fire or all-hazard response activities, including driving while assigned to a specific incident or during initial attack fire response (includes time required to control the fire and travel to a rest location). In the absence of more restrictive agency policy, these guidelines will be followed during mobilization and demobilization as well. Individual agency driving policies shall be consulted for all other non-incident driving.

Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty day.

- No driver will drive more than 10 hours (behind the wheel) within any duty day.
- Multiple drivers in a single vehicle may drive up to the duty day limitation provided no driver exceeds the individual driving (behind the wheel) time limitation of 10 hours.
- A driver shall drive only if they have had at least 8 consecutive hours off-duty before beginning a shift. Exception to the minimum off-duty hour requirement is allowed when essential to:
 - Accomplish immediate and critical suppression objectives, or
 - Address immediate and critical firefighter or public safety issues.
- As stated in the current agency work/rest policy, documentation of mitigation measures used to reduce fatigue is required for drivers who exceed 16-hour work shifts. This is required regardless of whether the driver was still compliant with the 10-hour individual (behind the wheel) driving time limitations.

[EA Interagency Standards for Resource Mobilization \(EASRM\)](#)

Rental Vehicle Guidelines

Rental Vehicles for incident use can be obtained by normal Agency travel reservation procedures (e.g. ETS2, Concur, etc.) or using the National Emergency Rental Vehicle (NERV) Agreement through EA Dispatch Centers. When Federal Agency personnel rent vehicles through their normal travel reservation procedures, this is done through a Department of Defense Agreement. There are differences in coverages and procurement mechanisms depending on which agreement is used. These are discussed below.

Department of Defense Agreement

Federal employees in official travel status who are authorized to rent vehicles from participating rental car companies are covered under an agreement administered by the Department of Defense. This agreement provides a government employee with such things as Government rates and loss or damage coverage (when operating legally and within the scope of government duties). A Government Administrative Rate Supplement (GARS) fee is included as part of the contract with the renter when the reservation is made under the government rate.

Rental car authorizations must be documented in the “Special Needs” or documentation portion of an individual’s resource order. All rental car costs must be the least expensive class of vehicle unless otherwise justified in the resource order.

Operation of a rental vehicle under this agreement occurring off of paved, graded, Federal, state, or professionally maintained roads which results in loss or damage is not covered unless the company has agreed to such operation in writing at the time of rental. The AGENT AT THE RENTAL COUNTER CAN APPROVE OFF-ROAD USE and it MUST BE DOCUMENTED IN WRITING on the rental agreement. Typically, incident camps are located on graded or paved roads, therefore, loss or damage would be covered; however, spike camps or unimproved “two-track” roads on incidents may not be automatically covered under the provisions of the agreement, unless agreed and documented at the time of rental.

National Emergency Rental Agreement (NERV)

The NERV BPA is for use on incidents where one of the following needs are present:

- *The vehicle is anticipated to be traveling off the maintained road.*
- *The renter needs a 4x4 SUV or Pickup to meet the needs of the assignment.*
- *The vehicles needed will managed by ground support or Buying Team and utilized by multiple resources.*
- *The renter is NOT self-sufficient or able to procure the vehicle needed for the assignment through the agency standard travel reservation system.*

Each vehicle rented through the NERV BPA MUST:

- *Be requested electronically through this site with a valid Resource Order.*
- *Have a NERV Payment Cover Sheet filled out and all supporting documentation for each vehicle maintained and submitted to NERV once the vehicle has been returned.*
- *Ensure all required documentation of damage or accidents are filled out for the host incident and included in the NERV Payment Cover Sheet.*

More detailed information and rental procedures can be found at: <https://nerv.firenet.gov/>

Defensive Driving Training Requirement

Federal employees and Federal ADs are required to take a defensive driving when driving Federal fleet vehicles or rental cars. State agencies and cooperators have required guidelines as well and these requirements must be followed when driving on incidents. There are several approved defensive driving courses available; some are instructor-led and others are available online. Check with your agency for approved courses.

Privately Owned Vehicle (POV) Use/Cost Comparison Requirements

The Federal Travel Regulation (FTR) guidance for all federal agencies is as follows:

- *Cost comparison between a privately-owned vehicle (POV) and a rental vehicle for use during temporary duty (TDY) is now required, FTR 301-10.309-301-10.3*
- *Travelers who are authorized to use a rental vehicle for TDY must use the least expensive compact car available unless an exception is approved, FTR 301-10.450*
- *Travelers cannot be reimbursed for purchasing pre-paid refueling options for rental vehicles, FTR 301-70.102*

IROC resource requests stating POV authorized in documentation or special needs indicate that the receiving unit has approved; however, the sending unit/resource has the ultimate responsibility in determining the method of travel that is least cost to the government. If a POV has been determined to be the least costly and is authorized, sending dispatch offices must indicate that a cost comparison was done and is on file. If POV is authorized and determined to be the least cost to the government, the resource may still elect to travel via other means in accordance with a cost-benefit analysis, such as rental car, government vehicle, etc.

INITIAL ATTACK DEFINITION

Initial Attack (IA) is a preplanned response to a wildfire, given the wildfire's potential. Initial attack may include size up, patrolling, monitoring, holding action, or suppression. Initial Attack will take priority over extended attack incidents.

Dispatch centers are to inform all resources of the name of the assigned Incident Commander and all other pertinent information. All changes in Incident Command leadership will be announced to assigned and incoming resources during initial and extended attack incidents. This information should also be relayed to Fire Management staff.

Initial attack involving the commitment of resources across recognized dispatch boundaries must comply with the following guidelines:

- Resources dispatched are identified in formalized Agreements, Operating Plans, or Memoranda of Understanding and are located on/or adjacent to mutual jurisdictional wildland fire management boundaries.
- At the time it becomes evident the incident will not be contained during the first operational period, at the request of the sending unit, resources assigned will be formally ordered through established ordering channels.

EA Interagency Standards for Resource Mobilization (EAISRM)

EACC may order initial attack air tankers directly from the Southern Area Coordination Center (SACC).

RESOURCE MOBILIZATION

To ensure safe and efficient mobilization of resources to incidents, resources are requested and mobilized using the Interagency Resource Ordering Capability (IROC). Standard interagency mobilization processes are identified within the *Interagency Standards for Resource Ordering Guide (ISROG)* located at the following link:

<https://www.nifc.gov/sites/default/files/NICC/3-Logistics/Reference%20Documents/ISROG.pdf>

Except for compact orders, NICC will not process requests for resources “after the fact,” for resources that self-mobilized i.e., requests for resources that have mobilized to an incident prior to receiving a resource order.

NICC will process requests for Task Forces if the requested configuration is clearly identified in the “Special Needs” block on the resource order. If “Special Needs” does not identify the specific configuration, the request will not be processed.

The Mobile Food & Shower Service Request Form, the Aircraft Flight Request/Schedule Form, and the Preparedness/Detail Request Form are the approved forms ([Chapter 80](#)) that, when associated with an IROC request, satisfy documentation required for the resource to be mobilized.

Responsible agency management fiscal codes must be included on each approved form.

The NICC will process resource orders for planned events. The NICC will not process overhead resource orders for training unless it is required for an AD hire, or for a unique situation (agency approval required).

Prior to incident mobilization, all resources will be requested, by a standard resource categorization (A = Aircraft; O = Overhead; C = Crews; E = Equipment; S = Supplies) and identified with a unique request number through established dispatch channels.

A two (2) letter (alpha) identifier for the State in which the responsible agency is located, followed by a three (3) or four (4) character (alpha and/or numeric) identifier for the responsible agency, and a unique order or incident number containing a maximum of six (6) characters (alpha and/or numeric) will make up the incident/project order number.

Resources assigned to incidents will be identified by a two (2) letter (alpha) identifier for the State in which the resource is based, followed by a three (3) or four (4) character (alpha and/or numeric) identifier for the sending agency.

For a complete listing of Unit Identifiers go to: <https://unitid.nifc.gov/>

EA Interagency Standards for Resource Mobilization (EASRM)

RESOURCE MOBILIZATION PRIORITIES

The Eastern Area Multi-Agency Coordinating Group (EACG) has established priorities for resource mobilization. The priorities are as follows:

- 1. Resources represented by the National Wildland Fire Coordinating Group (FS, NPS, F&WS, BIA, BLM and the twenty Northeastern States)*
- 2. Casual Hires*
- 3. Contractors*

NONSTANDARD DEMOBILIZATION

There are several nonstandard demobilization scenarios. It is important to involve EACC and IARRs (Interagency Resource Representatives) in these instances. When an emergency arises, confidentiality of the individual involved is to be strictly maintained.

- Agency Requested Release: When the sending unit requests an employee to be released due to unforeseen commitments, i.e. testimony for a trial or human resource issues.*
- Emergency Release: When a family emergency occurs, a family member or friend is to contact the home dispatch unit, who will initiate an emergency release form. The home dispatch unit will follow the chain of command to relay the message to EACC. EACC will deliver the message through standard dispatch channels and through an IARR, if available. All documentation of emergency releases must pass through EACC.*

Medical Release: When there is a medical emergency on an incident EACC will be notified through standard dispatch channels and/or through an IARR, if available. EACC will notify the sending dispatch unit. Provisions should be made to address any special needs, i.e. help deplaning, agency appointed escort, ambulance or special vehicle for transportation.

- Disciplinary Release: When a resource is released for disciplinary reasons, no reassignment will be considered. If a crew member is involved, the IARR, if available, will notify EACC. EACC will notify the home unit. The home unit will be responsible for disciplinary action.*

MOBILIZATION CENTER

A mobilization center is an off-incident location at which personnel and/or equipment are temporarily located pending assignment, release, or reassignment. EACC will generate a ROSS/TROC request to activate a mobilization center. The Mobilization Center Manager is responsible for the mobilization center's operational oversight. Eastern Area has three levels for mobilization center activation.

- Level 1 - National or Area Activation*
- Level 2 - Local Activation*
- Level 3 - Activation, long term Level 1 and Level 3 Mobilization Centers are normally activated and supported by EACC to meet the needs of the geographic area or nation.*

Level 2 Mobilization Centers are normally activated and supported by a local area to meet a local area need.

Designated centers within the Eastern Area and the units responsible for staffing them are identified below. Temporary mobilization centers may be designated at the discretion of the EA MAC or EACC.

When mobilization centers are activated under Level 1 or Level 3, they fall under the direction of EACC unless specifically redirected by the Center Manager.

Eastern Area Mobilization Centers

<i>Responsible Unit</i>	<i>Mobilization Point</i>
<i>Minnesota Interagency Coordination Center</i>	<i>HIB Hibbing, MN</i>
<i>Missouri-Iowa Coordination Center</i>	<i>STL St. Louis, MO</i>
<i>Northeastern Interagency Coordination Center</i>	<i>MHT Manchester, NH</i>
<i>Pennsylvania Department of Conservation and Natural Resources</i>	<i>MDT, Harrisburg, PA</i>

Each mobilization center must provide EACC with a copy of their annual operating plan by March 1.

Items to consider when operating a Mobilization Center:

- Feeding capability (local or on-site)*
- Sanitation (service contract for portable toilets and hand/face washing)*
- Gray water pumping for kitchen, if on site*
- Showers available (on site or local – i.e. school, armory)*
- Shelter day/night (sleeping, shade, inclement weather, lighting)*
- Communications (internal (loudspeaker system), external sites, radios, fax, phone)*
- Security (day/night)*
- Transportation*
- Supplies (minimal cache)*
- Medical Station (first aid capability)*
- Support personnel recommended for staffing: STAM, FACL, GSUL, CAMP, SEC2, EMTB, SOFR, PTRC, and micro-purchaser*

DEMOBILIZATION FROM A MOBILIZATION CENTER

Mobilization center staff will coordinate with the home units to confirm transportation details from the mobilization center to the home unit. Transportation for arriving resources should arrive at the mobilization center 1-1/2 hour prior to scheduled aircraft arrival time.

Sending units are requested to notify their local dispatch of any contacts, travel plans, or ETAs received from their personnel that have not come through established dispatch channels.

EACC will be notified if a crew will be in travel status after 2200 hours local time.

Compacts

The Weeks Act of 1911 authorized states to enter into compacts for the protection of forests and watersheds. Today there are eight Forest Fire Compacts in the United States and Canada representing almost all U.S. states and Canadian provinces/territories.

Recognition of the need for consistency and continuity has led to the development of the Alliance of Forest Fire Compacts. The Alliance includes all eight forest fire compacts in the U.S. and Canada. More information is located at: <http://affcompacts.org>.

The purpose of forest fire compacts is to facilitate the sharing and coordination of resources, information, prevention efforts, training, fire management knowledge, and lessons learned. Compacts allow for the exchange of resources between states, provinces and territories by using established procedures incorporating agency specific standards and terms.

State and federal agencies use the national interagency mobilization system as authorized in master cooperative wildland fire agreements. Forest fire compact orders are often processed in the national interagency mobilization system under the authorities of the forest fire compacts. Resources shared under compact authorities remain under compact control for the duration of their assignment and are separate from national interagency mobilizations. The two systems sometimes overlap, and understanding compact mobilizations is an important part of dispatching.

EA Interagency Standards for Resource Mobilization (EASRM)

STATES - COOPERATION

Cooperative Fire Protection Agreements exist between all 20 states within the Eastern Area and the Forest Service. Copies of these agreements are administered and maintained by the Eastern Region State and Private Forestry, Milwaukee, WI. These agreements are updated with annual operating plans. The agreements are for the purpose of the Forest Service to provide fire protection assistance to the states and the states to furnish fire protection resources when needed by cooperating agencies through the Forest Service mobilization. National Forests enter into separate agreements with each State.

Most of the states within the Eastern Area have addendums to their Cooperative Agreements to allow their participation in all-hazard assignments including FEMA incidents.

STATE COMPACTS

State forest fire protection programs are strengthened through support provided by neighboring States and Provinces via the forest fire compacts. The formation of forest fire compacts, authorized under the Weeks Law and other specific Federal and State legislation, allows states to share firefighting personnel and equipment during periods of high fire occurrence. Compacts are essentially mutual aid agreements between the States authorized by Congress for the sharing of firefighting resources in the United States and adjacent areas in Canada. Mobilization could occur between states or within the compact area at the request of a compact member.

There are 4 forest fire compacts in the Eastern Area, representing twenty states and seven Canadian Provinces.

ORGANIZATIONS

<p><i>Northeastern Forest Fire Protection Commission (NFFPC)</i></p> <p><i>Maine</i></p> <p><i>Vermont</i></p> <p><i>New Hampshire</i></p> <p><i>Connecticut</i></p> <p><i>New York</i></p> <p><i>Rhode Island</i></p> <p><i>Massachusetts</i></p> <p><i>Quebec</i></p> <p><i>Nova Scotia</i></p> <p><i>Newfoundland</i></p> <p><i>New Brunswick</i></p> <p><i>Prince Edward Island</i></p>	<p><i>Middle Atlantic Interagency Forest Fire Protection Compact (MAIFFPC)</i></p> <p><i>Pennsylvania</i></p> <p><i>New Jersey</i></p> <p><i>Delaware</i></p> <p><i>Maryland</i></p> <p><i>West Virginia</i></p> <p><i>Ohio</i></p> <p><i>Virginia</i></p>
<p><i>Great Lakes Forest Fire Compact (GLFFC)</i></p> <p><i>Minnesota</i></p> <p><i>Wisconsin</i></p> <p><i>Michigan</i></p> <p><i>Manitoba</i></p> <p><i>Ontario</i></p>	<p><i>Big Rivers Forest Fire Management Compact (BRFFMC)</i></p> <p><i>Iowa</i></p> <p><i>Missouri</i></p> <p><i>Illinois</i></p> <p><i>Indiana</i></p>

COMPACT RESOURCE ORDERING PROCEDURES

The following scenarios will illustrate normal or standard operating procedures for ordering and mobilizing resources within the Eastern Area Compacts:

STATE-TO-STATE ASSISTANCE WITHIN THE COMPACT: *Resource ordering is coordinated through the methods listed. Each agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. No Federal Fire Code is issued for State-to-State resource ordering within the Compacts. Billing and reimbursements are not processed through the Federal financial system.*

- *All Compacts: Direct ordering between cooperating states.*
- *Emergency Firefighters (ADs): The AD Hiring Authority does not provide for hiring Emergency Firefighters for State-to-State fire assistance. ADs cannot be assigned to work on State incidents without a Federal Fire Code. (See Federal Fire Codes)*
- *Incident Qualifications: Per NWCG 310-1, the minimum qualifications for State-to-State mobilization are Agency Standards.*

STATE-TO-FEDERAL ASSISTANCE WITHIN THE COMPACT: *(State resources provided for Federal incidents) each Federal Land Unit has specific Reciprocal Fire Agreements with its respective State Forestry Agency. Initial attack dispatching and resource ordering is conducted per the local Reciprocal Fire Agreement. Extended attack resource ordering is coordinated through the methods listed and authorized through individual State Cooperative Fire Agreement. A Federal Fire Code will be generated whenever a federal unit orders State resources.*

(See Federal Fire Codes)

- *All Compacts: Federal orders go through local Interagency Dispatch and to EACC as necessary.*
- *Emergency Firefighters (ADs): The use of AD overhead and firefighters on State fire crews is always permissible when being dispatched to Federal incidents.*
- *Incident Qualifications: Per NWCG PMS 310-1, “Any organization or agency providing resources to fill national interagency requests for all types of wildland fire incidents will meet the minimum NWCG requirements described in this guide.”*

NWCG recognizes the ability of cooperating agencies at the local level to jointly define and accept each other’s qualifications for initial attack, extended attack, large fire operations, and prescribed fire.

STATE-TO-PROVINCE ASSISTANCE: *State Compact resources ordered to assist Canadian Provinces are coordinated as State-to State ordering. Each Agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. No Federal Fire Code is issued for Canadian resource orders through the Compacts. Billing and reimbursements are not processed through the Federal financial system.*

- *GLFFC: Direct ordering between cooperating States and Provinces.*
- *NFFPC: Direct ordering between cooperating States and Provinces.*
- *Emergency Firefighters (ADs): The AD Hiring Authority does not provide for hiring Emergency Firefighters for international incident response. ADs cannot be assigned to work on State crews while working outside the US.*
- *Incident Qualifications: Per NWCG 310-1, the minimum qualifications for in-compact mobilization are Agency Standards.*

FEDERAL-TO-STATE ASSISTANCE: *(Federal resources provided for State orders) Each Federal Land Unit has specific Reciprocal Fire Agreements with its respective State Forestry Agency. Initial attack dispatching and resource ordering will be conducted per the local Reciprocal Fire Agreement. Extended attack resource ordering will be coordinated through the methods listed and authorized through individual State Cooperative Fire Agreements. A Federal Fire Code will be generated when States order any Federal resources. (See Federal Fire Codes)*

- *All Compacts: States order through local Interagency Dispatch Center and to EACC as necessary.*

FEDERAL-TO-PROVINCE ASSISTANCE: *(Federal resources dispatched to support the Canadian Province Compact Partners in GLFFC/NFFPC) Each Federal Land Unit has specific Reciprocal Fire Agreements/Border Agreements with adjacent Canadian Provinces. Initial attack dispatching and resource ordering to support Canadian incidents are conducted per the local Reciprocal Fire Agreement/Border Agreement. Extended attack resource ordering is coordinated through the Canadian Interagency Forest Fire Center (CIFFC) and NICC. A Federal Fire Code will be generated at NICC for Canadian resource orders.*

- *Federal Passport Requirements: Current passport policies for Federal wildland firefighters are agency specific, but also require:*
 - o *The US Customs be notified in advance; and be provided with a copy of the manifest.*
 - o *Firefighters have no criminal record (including DUI charges).*

PROVINCE-TO-STATE ASSISTANCE: *Province resources ordered to assist Compact States are coordinated as State-to-State ordering. Each Agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. Federal Fire Codes are not issued for Canadian resources ordered through the Compacts.*

- *GLFFC: Ordering is done directly between the Province and the State.*
- *NFFPC: Ordering is done directly between the Province and the State.*
- *Incident Qualifications: Per NWCG 310-1, the minimum qualifications for in-compact mobilization are Agency Standards.*

PROVINCE-TO-FEDERAL ASSISTANCE: *(Canadian resources dispatched to support the Federal Partners in GLFFC/NFFPC) Each Federal Land Unit has specific Reciprocal Fire Agreements/Border Agreements with adjacent Canadian Provinces. Initial attack dispatching and resource ordering to support border wildland fire management will be conducted per the local Reciprocal Fire Agreement/Border Agreement. Extended attack resource ordering will be coordinated through NICC and CIFFC. All resource orders for Canadian resources will follow the National Mobilization Guide protocols. A Federal Fire Code will be generated at NICC for Federal fire incidents.*

- *Incident Qualifications: Per NWCG 310-1, “Any organization or agency providing resources to fill national interagency requests for all types of wildland fire incidents will meet the minimum NWCG requirements described in this guide.*

COMPACT-TO-COMPACT ASSISTANCE: *Resource ordering and mobilization between compacts is considered the same as State-to-State Assistance.*

FIRE EQUIPMENT TRANSPORTATION: *The logistical and financial responsibilities for the transportation of equipment mobilized between States, Provinces, or Compacts is determined by the specific agreement authorization cited for the mobilization. Each Agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. Billing and reimbursements are not processed through the Federal financial system.*

FEDERAL FIRE CODES: *Generally, Federal fire codes are created as an accounting mechanism to keep track of costs associated with incident response on Federal lands. Through Cooperative Fire Agreements, State Cooperators also have the ability to utilize Federal fire codes for Federal resource ordering and cost tracking via their local Federal Dispatch Center.*

FIRE CREWS

- *Crew Configuration: Fire crew resources for Compacts/States may be ordered as conventional 20-person crews; as well as smaller modules of squads with leadership. When nonconventional crew configurations are ordered through IROC, crewmembers and leadership positions will need to be ordered individually.*

- *Crew Representative (CREP)/Interagency Resource Representative (IARR): The sending Agency shall determine the need to add CREPs for fire crew mobilizations in all mobilization scenarios. The need for IARRs will be determined by EACC whenever resource ordering involves the GACC.*

NAME REQUESTS FOR STATE/COMPACT RESOURCE ORDERS: *Name requests will be accepted as standard operating procedure when filling orders within Compacts, between Compacts, and between States and Provinces. Name requests for State-to-Federal and Federal-to-State assistance will follow standard GACC protocols.*

SAFETY STANDARDS FOR ASSISTING RESOURCES: Crews and overhead personnel will follow their respective agency standards, protocols and operating procedures for all tactical and support incident operations, as well as during transport while en-route to and returning from the incident. Situations that prevent supporting resources from following their agency's safety standards are legitimate grounds for refusal of work assignment or means of transportation.

ALL-HAZARD INCIDENT RESPONSE: Response for all-hazard incidents fall under two categories: Stafford Act incidents and non-Stafford Act incidents.

STAFFORD ACT RESPONSE (DISASTER/EMERGENCY HAS BEEN DECLARED BY THE PRESIDENT): To be eligible for reimbursement through the federal financial system, all resources must be ordered on a FEMA Mission Assignment and ordered through ESF4. Assisting agencies must have a Cooperative Agreement/authority written under the Robert T. Stafford Act. Resources ordered/mobilized under the Emergency Mobilization Compact (EMAC) will be handled as state-to-state assistance.

Emergency Firefighters (ADs): The use of AD overhead and firefighters on State fire crews is permissible when being dispatched to Stafford Act incidents.

NON-STAFFORD ACT RESPONSE (DISASTER/EMERGENCY HAS NOT BEEN DECLARED BY THE PRESIDENT):

Assisting agencies responding to incidents that have not been declared disasters or emergencies under the Stafford Act are operating under their respective agency's enabling authorization. Each agency is responsible for their individual agreements and billing/reimbursement processes. Federal Financial Codes are not issued for non-Stafford Act incidents. Billing and reimbursements will not be processed through the Federal financial system.

Emergency Firefighters (ADs): The use of AD Overhead and Firefighters on State fire crews is not permissible when being dispatched to non-Stafford Act incidents.

NATIONAL WEATHER SERVICE – COOPERATION

NATIONAL WEATHER SERVICE

The National Agreement for Meteorological Services between the National Weather Service (NWS) and the Federal land management agencies identify the services to be provided and defines the financial obligations of the User and/or NWS. Fire weather services are provided for the Area by the NWS Meteorologists in 38 offices located at:

NWS Eastern Region

- Maryland (Baltimore, MD)
- New England (Gray, ME)
- New York/Pennsylvania (Binghamton, NY)
- New England (Burlington, VT)
- New England (Albany, NY)
- New York (Buffalo, NY)

- *Ohio (Wilmington, OH)*
- *New England (Caribou, ME)*
- *New England (Brookhaven, NY)*
- *Ohio (Cleveland, OH)*
- *West Virginia (Charleston, WV)*
- *Pennsylvania (State College, PA)*
- *New England (Taunton, MA)*
- *New Jersey (Mount Holly, NJ)*
- *Pennsylvania (Pittsburgh, PA)*

NWS Central Region

- *Illinois (Chicago/Romeoville, IL)*
- *Illinois/Indiana/Missouri (Paducah, KY)*
- *Indiana (Louisville, KY)*
- *Iowa (Davenport, IA)*
- *Michigan (Detroit, MI)*
- *Michigan (Gaylord, MI)*
- *Michigan (Grand Rapids, MI)*
- *Minnesota (Duluth, MN)*
- *Minnesota (Sioux Falls, SD)*
- *Missouri (Kansas City, MO)*
- *Wisconsin (Green Bay, WI)*
- *Wisconsin (La Crosse, WI)*
- *Illinois (Lincoln, IL)*
- *Indiana (Indianapolis, IN)*
- *Indiana (North Webster, IN)*
- *Iowa (Des Moines, IA)*
- *Michigan (Marquette, MI)*
- *Minnesota (Aberdeen, SD)*
- *Minnesota (Chanhassen, MN)*
- *Minnesota (Grand Forks, ND)*
- *Missouri (Springfield, MO)*
- *Missouri (St. Louis, MO)*
- *Wisconsin (Sullivan, WI)*

Services available to the units are listed in two categories:

Basic Services: These types of service are provided without cost and are processed directly between the units and their servicing NWS Office. When requesting spot weather forecasts or special forecasts, inform the forecaster of the duration and type of forecasts anticipated. Be sure to inform forecaster when services are no longer needed.

Special Services: These are services provided on a reimbursable basis. Units should place these orders directly with the NWS Office. The EACC Center Manager will assist only when problems arise in securing needed services. Units should retain a copy of the national agreement and the latest NWS annual operating plan.

WILDLAND FIRE ENTRAPMENT/FATALITY

Entrapment: A situation where personnel are unexpectedly caught in a fire behavior-related, life – threatening position, where planned escape routes or safety zones are absent, inadequate, or have been compromised. An entrapment may or may not include deployment of a fire shelter for its intended purpose. This situation may or may not result in injury. They include “near misses.”

In the event that a wildland fire entrapment or fatality occurs, it should be reported immediately to the NICC. A Wildland Fire Fatality and Entrapment Initial Report should be completed within twenty-four (24) hours and emailed to the NICC Coordinator on Duty (COD). Submit this report even if some data is missing.

NICC COD: nicc.cod@firenet.gov

The form is located at the following web site:

<https://www.nifc.gov/nicc/logistics/reference-documents>

Subsequent to the Initial Report, the investigation and review shall be conducted following agency specific policies and NWCG Guidelines.

UNABLE TO FILL (UTF) PROCEDURE

A 48 hour “Unable to Fill” (UTF) policy exists nationally. NICC will return requests to the ordering GACC with a “UTF” no more than 48 hours after receipt, unless notified the order can be filled. NICC will not accept or process any request previously UTF’d unless a new request number is assigned.

STANDARD CUBES, WEIGHT, AND GEAR POLICY FOR ALL PERSONNEL

All personnel, (excluding Smokejumpers, Rappellers, and Helicopter Managers), dispatched off their unit must conform to the following limitations:

- One frameless, soft pack, not to exceed 45 pounds.
- Web gear or briefcase (not both), not to exceed 20 pounds.
- Maximum allowable crew weight, including equipment, is 5,300 pounds (6,625 pounds for 25 person crews).
- All personnel baggage weights must be displayed separately from individual weights on flight manifests.
- Pre-identified Complex Incident Management Team members are authorized additional weight, not to exceed 300 pounds, for equipment per team. The Incident Commander must designate, in advance, which team members are authorized additional weight and make this a matter of record.

NATIONAL FIRE PREPAREDNESS PLAN

National Preparedness Levels are established by NMAC at NIFC throughout the calendar year. Preparedness Levels are dictated by burning conditions, fire and non-fire activity, and resource availability. Resource availability is the area of most concern. Situations and activities described within the Preparedness Levels consider wildland fires, prescribed fires, all-hazard response and international assistance. At Preparedness Levels 4 or 5, prescribed fire application can be

continued or be initiated if the proposed action is approved by an agency at the Regional or State Office level. This approval must be based on an assessment of risk, impacts of the proposed actions on Area resources and activities. At any Preparedness Level, NMAC may request that proposed new prescribed fire (Rx) applications be curtailed to meet national resource needs for emergency operations. Reference specific agency guidance for further information.

WHY PREPAREDNESS LEVELS ARE ESTABLISHED

Preparedness Levels are established to:

- Identify the level of wildland fire and non-fire activity, severity, and resource commitment nationally.
- Identify actions to be taken at NIFC and Geographic Areas to ensure an appropriate level of preparedness/readiness for the existing and potential situation.
- Guide and direct Geographic Area Fire Management activities when essential to ensure national preparedness or in response to the national situation.

The NICC will monitor the national wildland fire activity and Geographic Area Preparedness Levels and will recommend to NMAC a National Preparedness Level. Response and support to non-fire incidents requiring a significant commitment of resources may also affect National Preparedness Levels. National Preparedness Levels will be responsive to the Homeland Security Advisory System.

National Preparedness Levels are determined from the ground up and may influence resource allocations within Geographic Areas not experiencing significant activity to ensure sufficient resources are available for the national situation.

GEOGRAPHIC AREA PREPAREDNESS LEVELS

Geographic Area Preparedness Plans should be prepared in accordance with Agency Directives. Copies of Geographic Area Plans should be forwarded to NICC.

EA Interagency Standards for Resource Mobilization (EAISRM)

Eastern Area preparedness levels are determined from information provided by units and predictive services personnel. Preparedness levels may limit activities within the Area to ensure that sufficient resources are available for Area mobilization. See the National Interagency Mobilization Guide for National Preparedness Level descriptions. The Eastern Area Center Manager or acting will monitor the Area wildland fire and all-hazard situations to determine preparedness levels. As levels increase, all management direction/considerations from each previous level will automatically be continued at the next higher level. Area preparedness levels are determined from the ground up, and at the higher levels may constrain activities in a single unit not experiencing similar activity.

EASTERN AREA PREPAREDNESS PLAN

Preparedness levels are determined by specific management direction with consideration to predicted fire behavior, weather, resource availability, fire danger, and activity levels.

UNIT PREPAREDNESS PLAN

Unit preparedness levels are determined in accordance with agency/bureau/state/tribal direction through Agency Directives. Similar preparedness processes should take place at interagency and unit dispatch centers.

The following tables specify actions that the Eastern Area (EA) will take in providing incident support capability suited to the hazard, risk, and situation complexity. Each action specified under a PL is in addition to all actions taken in the preceding PL.

<i>All Preparedness Levels</i>	
<i>Description:</i>	
<i>Wildland Fire: The following activities apply regardless of the level of incident activity.</i>	
<i>All Hazard: Potential exists for all-hazard involvement</i>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. Report Wildland and prescribed fire activity via Interagency Situation Report program as directed by EACC.</i>	<i>Unit Administrator/Dispatch Center</i>
<i>B. For all incidents that meet the large fire criteria, prepare an ICS-209 and submit via FAMWEB system.</i>	<i>Incident Commander/Dispatch Center</i>
<i>C. Provide EACC with timely intelligence on existing and emerging situations</i>	<i>Unit Administrator/Dispatch Center</i>
<i>D. Provide 7-day product</i>	<i>EACC Predictive Services</i>
<i>E. Staff Dispatch Centers commensurate with the level of incident activity and resource order workload not only at the local level but also the Eastern Area and National activity levels. This will range from provide an after-hours contact to staff the center on an extended shift basis.</i>	

PREPAREDNESS LEVEL DESCRIPTIONS

Preparedness Level 1

Geographic Areas accomplish incident management objectives utilizing local resources with little or no national support. There is little risk of drawing down capability in any geographic area to support incident operations.

- Conditions are not favorable to support significant wildland fire activity in most Geographic Areas.
- Resource capability is adequate with little or no mobilization of resources occurring through NICC.
- Potential for emerging significant wildland fires is expected to remain minimal.

EA Interagency Standards for Resource Mobilization (EASRM)

<i>Preparedness Level 1</i>	
<i>Description:</i>	
<i>Wildland Fire: Minimal activity area wide. Most Fire Danger Rating areas have low to moderate fire danger and probability of significant incident occurrence. Potential for escaped fires is low. Minimal commitment of Eastern Area resources. Units are handling all incidents without outside resources.</i>	
<i>All Hazard: Potential exists for all-hazard involvement.</i>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. EACC staff on duty regular business hours. Outside of business hours, a Duty Officer will be on call.</i>	<i>EACC Center Manager</i>
<i>B. Monitor daily situation reports</i>	<i>EACC Predictive Services</i>

Preparedness Level 2

Active Geographic Areas may require national support to accomplish incident management objectives. Resource capability remains stable enough nationally to sustain incident operations and meet objectives in active Geographic Areas. There is a low to moderate probability that drawing down resources from non-active Geographic Areas may pose a risk should existing conditions change.

- Significant wildland fire or non-fire activity is increasing in a few Geographic Areas.
- Resources within most Geographic Areas are adequate to manage the current situation, with light to moderate mobilization of resources occurring through NICC.
- Potential for emerging significant wildland fires is normal to below normal for the time of year.

EA Interagency Standards for Resource Mobilization (EASRM)

<i>Preparedness Level 2</i>	
<p><i>Description:</i></p> <p><i>Wildland Fire: Minimal activity area wide. Most Fire Danger Rating areas have moderate to high fire danger and possibility of significant incident occurrence. Potential for escaped fires is moderate. Potential exists for fires becoming CLASS D or larger. Little or no commitment of Eastern Area resources in the EA, although national mobilization may be occurring.</i></p> <p><i>All Hazard: Potential exists for all-hazard involvement.</i></p>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. EACC staff on duty regular business hours. Hours may be extended, according to activity occurring. Outside of business hours, a Duty Officer will be on call.</i>	<i>EACC Center Manager</i>
<i>B. Consider severity needs</i>	<i>Area Administrators</i>
<i>C. Consider coordinating the issuance of press releases that highlight interagency current conditions and a brief outlook</i>	<i>Area Administrators</i>

Preparedness Level 3

Mobilization of resources nationally is required to sustain incident management operations in active Geographic Areas. National priorities are established to address the demand for shared resources among active Geographic Areas. There is a moderate to high probability that drawing down resources from non-active Geographic Areas may pose a risk should existing conditions change.

- Significant wildland fire or non-fire activity is occurring in multiple Geographic Areas with Incident Management Teams (IMTs) actively engaged.
- Mobilization of resources through NICC is moderate to heavy.
- Potential for emerging significant wildland fires is normal for the time of year.

EA Interagency Standards for Resource Mobilization (EASRM)

<i>Preparedness Level 3</i>	
<i>Description:</i>	
<i>Wildland Fire: Several Fire Danger Rating Areas are experiencing High or greater fire danger and/or two or more units experiencing significant incidents. Potential exists for fires becoming Class E or larger. Potential for Incident Management Team mobilization is regularly present and/or one IMT is on standby or committed to an incident. Initial Attack resources are heavily committed within some local dispatch areas requiring frequent mobilization of EA/Compact resources.</i>	
<i>All Hazard: Significant All-Hazard incident event, hurricane landfall, possible within the EA within the next 72 hours. FEMA is considering issuing mission assignments.</i>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. EACC Staff on Duty 0700-1700 seven days a week. Hours maybe extended, according to activity occurring. Consider standing up a Decision Support group.</i>	<i>EACC Center Manager</i>
<i>B. Provide daily weather briefing</i>	<i>EACC Predictive Services</i>
<i>C. Coordinate pre-positioning of resources</i>	<i>EACC</i>
<i>D. Consider activation of the MAC Group if resource competition, incident workload or agency interests indicate the need.</i>	<i>EACC Center Manager/MAC</i>
<i>E. Mobilize aviation assets (Water Scoopers/Air tankers/Helicopters) in the EA as appropriate.</i>	<i>EACC Center Manager</i>
<i>F. Consider weekly conference calls with Dispatch Centers</i>	<i>EACC Center Manager</i>
<i>G. Consider weekly aviation calls</i>	<i>EACC Center Manager</i>
<i>H. Ensure qualified personnel are available for assignment</i>	<i>Agency Administrator</i>
<i>I. Consider opening pre-identified Mobilization Centers/Staging Areas</i>	<i>EACC Center Manager</i>
<i>J. Notify EACG if it appears that the PL will go beyond PL-3</i>	<i>EACC Center Manager</i>

Preparedness Level 4

National Resources are heavily committed. National mobilization trends affect all Geographic Areas and regularly occur over larger distances. National priorities govern resources of all types. Heavy demand on inactive/low activity Geographic Areas for available resources.

- Significant wildland fire or non-fire activity is occurring in multiple Geographic Areas with a substantial commitment of IMTs.
- NICC increasingly engages GACCs to coordinate and fill orders for available resources.
- Potential for significant incidents emerging in multiple Geographic Areas indicates that resource demands will continue or increase.

EA Interagency Standards for Resource Mobilization (EASRM)

<i>Preparedness Level 4</i>	
<i>Description:</i>	
<i>Wildland Fire: Several Fire Danger Rating Areas are experiencing Very High or greater fire danger. Multiple units are experiencing fires requiring additional resources mobilized from outside the EA. Aviation resources are critical to success. No improvement in the predicted weather is expected for at least 48-72 hours. Two or more Incident Management Teams are committed in the Eastern Area.</i>	
<i>All Hazard: Significant All-Hazard event, hurricane landfall, possible within the EA within the next 24 hours. FEMA is considering issuing mission assignments.</i>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. Activate the MAC Group</i>	<i>EACG</i>
<i>B. Allocate resources according to priorities</i>	<i>EACC Center Manager/MAC</i>
<i>C. Open pre-identified Mobilization Centers/Staging areas as appropriate</i>	<i>EACC Center Manager</i>
<i>D. Consider activating interagency Public Information Group</i>	<i>EACC Center Manager/MAC</i>
<i>E. Activate a Decision Support Group for the Eastern Area. Staff as necessary based upon need and severity.</i>	<i>EACC Center Manager</i>
<i>F. Consider repositioning Incident Management Teams</i>	<i>MAC</i>
<i>G. Consider repositioning Safety Officers and Type 3 Incident Commanders/teams</i>	<i>EACC Center Manager/MAC</i>
<i>H. Mobilize additional aviation assets (Water Scoopers/Air Tankers/Helicopters) into the Eastern Area as appropriate.</i>	<i>EACC Center Manager</i>

<i>I. Consider activation of Aviation Safety Assistant Teams</i>	<i>MAC</i>
<i>J. Notify the NICC and all EA dispatch Centers when MAC Group is operational. Notify Incident Commanders of call-in protocols and reporting template. Coordinate conference line, activation of MAC group coordinator, and other specialists in consultation with the MAC Group</i>	<i>EACC</i>

Preparedness Level 5

National Resources are heavily committed, and additional measures are taken to support Geographic Areas. Active Geographic Areas must take emergency measures to sustain incident operations. Inactive/low activity Geographic Areas are reaching drawdown levels.

- Full commitment of National Resources is ongoing.
- NICC coordinates resource requests with GACCs as resources become available.
- Potential for emerging significant wildland fires is high and expected to remain high in multiple Geographic Areas.

EA Interagency Standards for Resource Mobilization (EASRM)

<i>Preparedness Level 5</i>	
<p><i>Description:</i></p> <p><i>Several State/Federal units are experiencing major fires which have the potential to exhaust all resources, while numerous new fires and/or resource commitments continue to occur. Most, if not all, the resources within the EA are committed. As resources become available, they are immediately reassigned to other incidents. Most of the support is coming from outside the EA. No improvement in the weather is predicted for at least 72 hours.</i></p> <p><i>All Hazard: Significant All-Hazard event has caused extensive damage. FEMA has issued mission assignments related to the response.</i></p>	
<i>Management Direction/Consideration</i>	<i>Responsibility</i>
<i>A. Intensify coordination efforts with all wildland fire protection agencies</i>	<i>MAC</i>
<i>B. Dispatch Centers staffed 7 days a week to provide coverage/service for affected units.</i>	<i>Fire Management Officers</i>
<i>C. Assess risk and impacts of the proposed actions and discuss with the National MAC Group</i>	<i>MAC</i>

DE-ESCALATION of EA PREPAREDNESS LEVELS*Preparedness Level 5 to 4*

Description: Large fire potential has decreased. Most critical needs for ongoing large fires or incidents have been met. No longer receiving new mission assignments for all-hazard incidents.

Preparedness Level 4 to 3

Description: Competition for resources has decreased. Team commitment across the area is decreasing. Ordering for hurricane or all-hazard support has decreased and critical needs have been met.

Preparedness Level 3 to 2

Description: Most significant fires are releasing resources and reaching containment. Initial attack resources are becoming available. Fuels and weather conditions are not conducive for significant fire growth. Requests for hurricane or all hazard support is greatly diminished.

PREPAREDNESS LEVEL ACTIONS TAKEN BY NICC/NMAC

The following specific actions will be taken by the NICC and/or NMAC for the corresponding Preparedness Levels regardless of activity or the time of year. At any PL level, NMAC may assume the responsibilities of the NICC based on resource allocation and activity.

Preparedness Level 1

- NICC produces the Incident Management Situation Report (IMSR) weekly on Fridays or as needed based on significant activity.
- NMAC meets as needed to accomplish administrative and procedural business.
- NICC manages national resource allocations as coordinated with NMAC based on pre-established prioritization criteria and resource mobilization guidelines.
- NICC CIMT Coordinator will monitor and coordinate CIMTs.

Preparedness Level 2

- NICC produces the IMSR daily Monday through Friday.
- NMAC meets on a regular basis to ensure situational awareness nationally as well as assessing resource commitment and availability.
- NICC manages national resource allocations as coordinated with NMAC based on pre-established prioritization criteria and resource mobilization guidelines.
- NICC will actively engage with the Geographic Areas for the assessment and coordination of Incident Management Teams.

Preparedness Level 3

- NICC produces the IMSR daily.
- NMAC will assume management of Type 1 and Type 2IA Crew assignments.
- NMAC will monitor CIMT assignments and may engage with GAs as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.
- NMAC activates the following support functions:
 - Crew Coordinator
 - CIMT Coordinator
 - SMKJ Coordinator
- NMAC implements a formal meeting schedule to align with the national situation.

Preparedness Level 4

- NMAC will manage all crew assignments.
- NMAC will manage all CIMT assignments. CIMT rationale forms may be required for all requests.
- NMAC will evaluate the need for activations of military and/or international assistance.
- NMAC meets daily Monday through Friday and on weekends as needed.

Preparedness Level 5

- NMAC may activate additional support functions as needed:
- NMAC receives requests for and assembles/allocates surge packages.
- NMAC may activate military and/or international assistance.
- NMAC has the delegated authority and may actively manage all suppression resources as needed.

MULTI-AGENCY COORDINATING GROUPS (MAC) ORGANIZATION

Multi-Agency Coordinating Groups (MAC) at the National and Geographic Area level should be activated in accordance with needs found in the National or Geographic Area Mobilization Guides.

As the number and complexity of wildland fires increase, involvement and/or impact on agencies increase, and competition for resources increase, it becomes necessary to expand the normal coordination system to ensure efficient use of critical and National Resources.

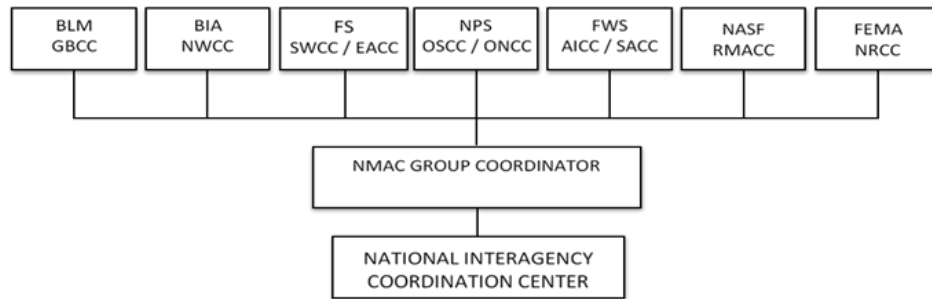
There may be a need for Geographic Areas to activate their MAC Groups when the National Preparedness Level is at 5, enabling geographic area response to requests and direction from NMAC.

National Multi-Agency Coordinating Group (NMAC) Organization

During National Preparedness Levels 4 and 5, NMAC is activated for daily briefings and meetings. Through intergovernmental coordination, NMAC provides national wildland fire operations direction, prioritization, allocation, and oversight.

For information regarding NMAC go to:

<https://www.nifc.gov/nicc/nmac>



NIFC Directors' Delegations

The FS, BLM, BIA, NPS, FWS, NASF, and FEMA Directors at NIFC have written, delegated authority, from their respective agency heads to represent their agency on all matters related to wildland fire operations. This includes membership on NMAC, determining national priorities, and allocating/reallocating incident resources.

NMAC Roles/Responsibilities:

- Establish national priorities among the Geographic Areas.
- Direct, allocate or reallocate resources among or between Geographic Areas to meet national priorities.
- Anticipate and identify future national fire management resource requirements (prepositioning).
- Provide oversight of general business practices between NMAC and GMAC groups.
- Distribute and archive decisions, direction, and best management practices.
- Provide an NMAC member as the media spokesperson assisting NIFC External Affairs for issues of national importance (as requested).
- NMAC members serves as liaisons to specific Geographic Areas.
- NMAC members are responsible for dissemination of written correspondence to their respective agencies.
- Determine National Preparedness Levels (PLs).
- Determine national fire resource availability to support non-fire/all-hazard operations (Reference Support to the National Response Framework).
- Determine activation, coordination, and involvement of military and international resources.
 - Requests for assistance from the military that may include MAFFS, military ground support, etc.
 - Requests for assistance from foreign countries such as New Zealand, Australia, Canada, Mexico, etc.
- Manage Area Command Teams.
- Provides liaison and oversight to the Incident Commanders Advisory Council (ICAC).
- Manage Complex Incident Management Team rotations, monitor work/rest cycles, and may modify national rotations.

NMAC Support Function Responsibilities:

At any time regardless of Preparedness Levels NMAC may activate additional support functions. The following standard practices will apply when the specific role is activated:

Incident Management Team Coordinator:

- Coordinates with NICC and the GA to implement NMAC decisions.
- Tracks all IMT utilization.
- Provide recommendations to NMAC for team assignments.

Crew Coordinator:

- Coordinates with NICC and the GA to implement NMAC decisions.
- Tracks all Type 1 and 2IA crew assignments.
- At PL 4 and 5, NMAC may delegate tracking of all crew types.
- Provides recommendations to NMAC for crew allocations.
- Works directly with GAs to track crew needs and availability.

Smokejumper Coordinator:

- Coordinates with NICC and the GA to implement NMAC decisions.
- Tracks all smokejumper movement and availability.
- Assists NMAC and the NICC in prioritizing competing booster requests.

Responsibilities of GMACs:

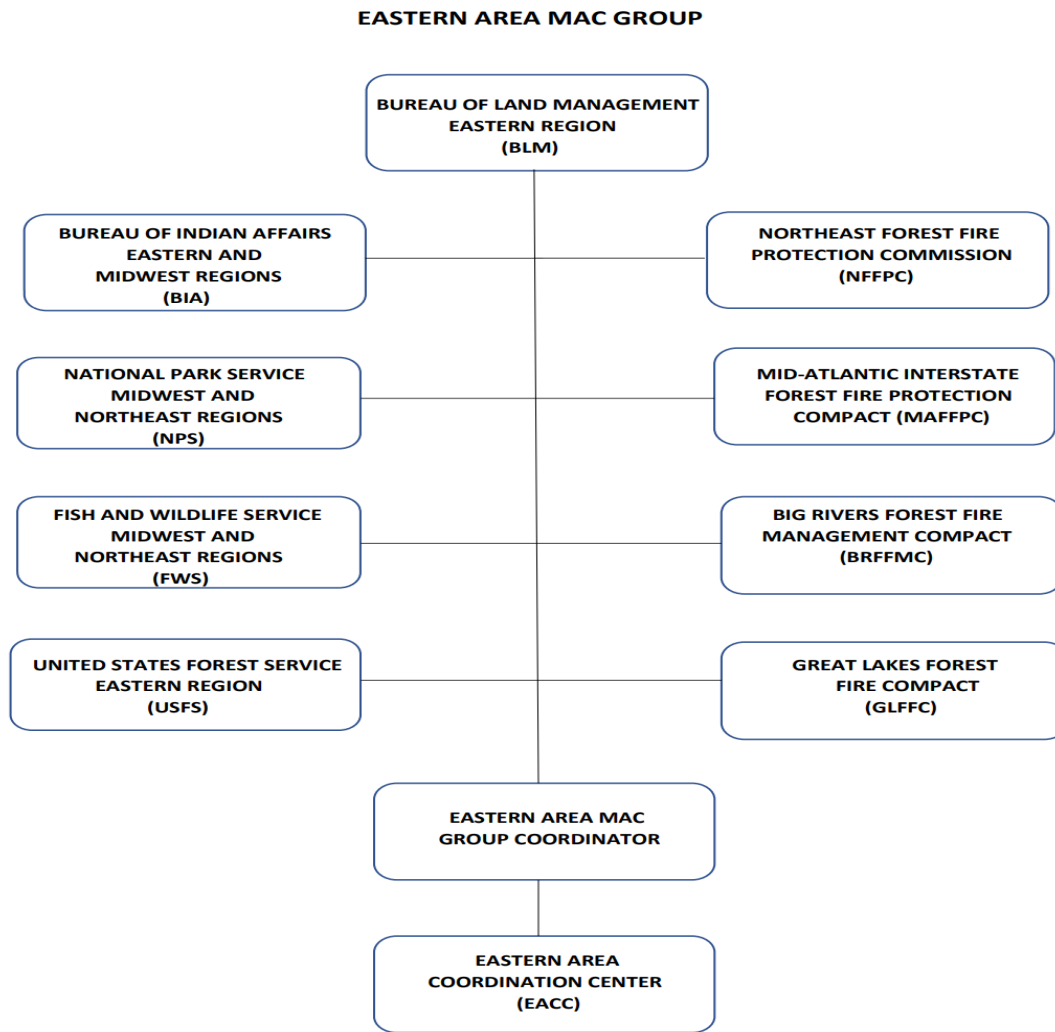
- Determine and set Geographic Area priorities.
- Acquire, allocate, and reallocate resources.
- Issue coordinated Situation Assessment Statements.

EA Interagency Standards for Resource Mobilization (EAISRM)***EASTERN AREA MAC GROUP GUIDELINES***

Composition of the EA MAC Group: The EA MAC group is made up of personnel from those agencies that have jurisdictional responsibility and those who are heavily supporting the suppression effort or may be significantly impacted by the lack of local resources. Agency representatives should be fully authorized to represent their agency (commits resources and authorizes expenditure of funds).

Typically, a geographic area EA MAC group would include:

- *Regional Director/Fire Operations officer level for Forest Service*
- *State Forester/Deputy State Forester level for State agencies*
- *State Fire Management Officer level for the Bureau of Land Management*
- *Area Fire Management Officer for the Bureau of Indian Affairs*
- *Regional Fire Management Officer for the National Park Service*
- *Regional Fire Management Coordinator for Fish and Wildlife Service*



Roles and responsibilities of the EA MAC group are:

- *Prioritizes incidents.*
- *Ensures the collective resource situation status, by agency, is provided and current.*
- *Determines specific resource requirements, by agency.*
- *Determines resource availability by agency (available for out of geographic area assignments).*
- *Determines need for and designates mobilization and demobilization centers.*
- *Allocates limited resources to incidents based on priorities.*
- *Anticipates future resource needs.*
- *Reviews policies/agreements for resource allocations.*

- *Reviews need for other agencies involvement.*
- *Provides necessary liaison with out-of-area agencies as appropriate.*
- *Critiques operation and recommends improvements.*

MAC Group Coordinator

The MAC Group Coordinator should be assigned when a MAC Group is activated. The MAC Group Coordinator serves as a facilitator to multi-agency decision making. The position provides expertise in obtaining and summarizing multi-agency information to affect collective decisions at the MAC Group level and implementing agencies' priorities.

Responsibilities of the MAC Group Coordinator:

- Ensure MAC Group decisions are communicated and implemented through established channels.
- Arrange for and manage facilities and equipment necessary to support the MAC Group function.
- Facilitate the MAC Group decision process by ensuring the analysis and display of information that will assist the MAC Group, or their representatives, in keeping abreast of the total situation.
- Provide the data necessary for setting priorities, resource allocation and other collective decisions.

EA Interagency Standards for Resource Mobilization (EASRM)

MAC Group Coordinator: serves as a facilitator in organizing and accomplishing the mission, goals, and direction of the MAC group. The position provides expertise on the functions of a MAC organization and the proper relationships to be had with dispatch centers and incidents. The MAC Coordinator needs to be highly skilled in incident management and have a working knowledge of the National Incident Management System (NIMS). Experience in an area or zone coordination center, or as a planning section chief and/or completion of the national MAC training is desirable.

The EA MAC group coordinator performs the following:

- *Fills and supervises necessary unit and support positions, as needed, in accordance with coordination complexity.*
- *Arranges for and manages facilities and equipment necessary to carry out the EA MAC group functions.*
- *Facilitates the EA MAC group decision process by ensuring the development, distribution, and display of information and archiving that will assist agency representatives in keeping informed of the total situation. The coordinator provides the data necessary for priority setting and allocation of resources.*
- *Implements decisions made by the EA MAC group.*
- *Receives reviews, distributes and implements EA MAC decisions to agency representatives and through established dispatch ordering channels.*

MAC group situation unit coordinator is responsible for the collection and organization of incident status and situational summary information. The position should be filled by an experienced situation unit leader.

MAC group resources unit coordinator is responsible for maintaining and providing current information regarding status of personnel, equipment, and aircraft committed and available within the MAC area of responsibility. The position should be filled by an experienced resources unit leader.

MAC group information unit coordinator is responsible for providing summary information from agency/incident information officers, as well as identifying sources of additional information from the media and/or other government agencies. The position should be filled by an experienced information officer. Other support positions should be filled on an as needed basis.

Complexity

An increase in complexity usually requires more involvement with management. Examples of complex situations are multiple problem fires, multiple agency involvement, or when competition for resources is high. MAC Groups may be activated in the most complex situations or directed by a Preparedness Level. They provide direction to off-incident coordination and support. Basic actions of a MAC Group are priority setting, allocating resources, and issuing coordinated situation assessments to the media. MAC Groups occur at all levels of the organization.

Communications to and from the incident(s) are accomplished through the host agency's dispatch unit, using established dispatch channels. This includes ICS-209s, supplemental intelligence worksheets, situation assessments, analysis, prognosis, and fire behavior/weather information. The Agency Administrator will communicate specific direction and policy directly to the Incident Commander(s) and Public Affairs will contact the Incident Information Officer(s) for media information and/or news releases. Redundant contacts are to be avoided.

EA Interagency Standards for Resource Mobilization (EAISRM)

EASTERN AREA MAC OPERATING PROCEDURES

A MAC group coordinator will be mobilized at Preparedness Level 4.

The EA MAC group will normally be located at, or at a location near, EACC. The EA MAC group could Objectives, Policy, and Scope of Operation Chapter 10 10 - 24 work from alternate locations (or by conference call) depending on incident and situational complexity.

The EA MAC group is mobilized through EACC.

The normal flow of information to the EA MAC group is through the dispatch and coordination system and not direct from incidents.

EA MAC will be activated at Planning Level 5

EASTERN AREA MULTI-AGENCY COORDINATING GROUP (EA MAC) DECISIONS

All EA MAC Group decisions affecting the geographic area and/or sub-regional areas will be distributed electronically to all interagency partners.

EA MAC EVALUATION

The EA MAC Coordinator will document decisions and their results and will report to the EA MAC during subsequent meetings.

EASTERN AREA COORDINATING GROUP (EACG)

<i>VOTING MEMBERS</i>	<i>Unit ID</i>	<i>Agency/Compact</i>
<i>Jason Riggins, Past Chair</i>	<i>MN-R3R</i>	<i>FWS, Midwest Region</i>
<i>Steve Miller</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Tom Remus , Vice Chair</i>	<i>MN-MRA</i>	<i>BIA, Midwest & Eastern Regions</i>
<i>Patrick Pearson</i>	<i>NE-MWP</i>	<i>NPS, Midwest & Northeast Regions</i>
<i>Tom Brady</i>	<i>State Rep</i>	<i>Northeastern Forest Fire Protection Commission</i>
<i>Robert Hartlove</i>	<i>State Rep</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>
<i>Paul Lundgren, Chair</i>	<i>MN-MNS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Darren Bridges</i>	<i>IA-IAS</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Michael Boomer</i>	<i>MS-BLM</i>	<i>Bureau of Land Management Eastern Region</i>
<i>Other Non-Voting Members:</i>		
<i>Art Canterbury</i>	<i>MA-R5R</i>	<i>FWS, Northeast Region 5</i>
<i>Reese Kerbow</i>	<i>TN-ERA</i>	<i>BIA, Eastern Region</i>
<i>Brendan Neylon</i>	<i>WI-EACC</i>	<i>EACC Center Manager</i>
<i>Tracy Allen</i>	<i>PA-MACC</i>	<i>Business Manager</i>
<i>David Robinson</i>	<i>PA-NEP</i>	<i>NPS, NE Region</i>
<i>Brian Jenkins</i>	<i>MN-SUF IC,</i>	<i>Eastern Area CIMT</i>

EACG OPERATIONS WORKING TEAM MEMBERS (OWT)

<i>Jamie Farmer, Vice Chair</i>	<i>IA-PLR</i>	<i>FWS, Regions 3 & 5</i>
<i>Cory Berg, Past Chair</i>	<i>WI-MNA</i>	<i>BIA, Midwest Region</i>
<i>Jay Mickey</i>	<i>NE-MWP</i>	<i>NPS, Midwest Region</i>
<i>Terry Walter</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Eric Martin</i>	<i>WI-WIS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Mark Huter</i>	<i>IN-INS</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Brian Plume, Chair</i>	<i>PA-PAS</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>

<i>Rich Schenk</i>	<i>CT-CTS</i>	<i>Northeastern Forest Fire Protection Commission</i>
<i>Dave Robinson, EACG Liaison</i>	<i>PA-NEP</i>	<i>NPS, NE Region</i>
<i>Jennifer Parrish, EACC Liaison</i>	<i>WI-R09</i>	<i>EACC Deputy Center Mgr.</i>
<i>Samantha Sellner, CIMT Coord</i>	<i>WI-R09</i>	<i>EACC Aviation Coordinator</i>

EACG INCIDENT BUSINESS WORKING TEAM MEMBERS (IBWT)

<i>Deanna Crawford</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Brenda Miles</i>	<i>MN-VOP</i>	<i>NPS, Midwest & Northeast Regions</i>
<i>Desiree Red Day</i>	<i>MN-MRA</i>	<i>BIA, Midwest & Eastern Regions</i>
<i>Kim Muirhead</i>	<i>MN-RLR</i>	<i>FWS, Region 3 & 5</i>
<i>Peter Beringer, Chair</i>	<i>WI-R09</i>	<i>FS, Northeastern Area/Eastern Region</i>
<i>Christina Phillips</i>	<i>ES-ESO</i>	<i>BLM, Eastern States</i>
<i>Paul Lundgren, EACG Liaison</i>	<i>MN-MNS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Jenny Stevens</i>	<i>ME-MES</i>	<i>Northeastern Forest Fire Protection Commission Compact</i>

EACG DISPATCH WORKING TEAM MEMBERS (DWT)

<i>VACANT</i>	<i>NH-NEC</i>	<i>NPS - Northeast Region</i>
<i>Collette Johnson</i>	<i>WV-OHR</i>	<i>FWS, Regions 3 & 5</i>
<i>Natasha Woodwick, Chair</i>	<i>MN-MNA</i>	<i>BIA, Midwest Region</i>
<i>Lisa Spiess</i>	<i>NH-NEC</i>	<i>Northeastern Forest Fire Protection Commission</i>
<i>Roman Watson, Vice Chair</i>	<i>MO-MTF</i>	<i>Big Rivers Fire Management Compact</i>
<i>Glenn Palmgren, Past Chair</i>	<i>MI-MIS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Aaron Kloss</i>	<i>OH-OHS</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>
<i>Tracy Allen</i>	<i>OH-WAF</i>	<i>USFS Region 9</i>
<i>Amanda Hamman, EACC Liaison</i>	<i>WI-EACC</i>	<i>EACC Logistics Coordinator</i>
<i>Tom Remus, EACG Liaison</i>	<i>MN-MNA</i>	<i>BIA, Midwest Region</i>

EACG TRAINING WORKING TEAM MEMBERS (TWT)

<i>David Dukart</i>	<i>WI-R09</i>	<i>FS, Eastern Region, S&PF, GATR</i>
<i>Dave Pergolski,</i>	<i>WI-GLA</i>	<i>BIA, Midwest & Eastern Regions</i>
<i>Daniel Labor, Vice Chair</i>	<i>WI-NCR</i>	<i>FWS, Regions 3 & 5</i>

<i>Thomas Fielden</i>	<i>ME-NPS</i>	<i>NPS, Midwest & Northeast Regions</i>
<i>Lars Lund</i>	<i>VT-VTS</i>	<i>Northeastern Forest Fire Protection Commission</i>
<i>Christina Phillips</i>	<i>ES-ESO</i>	<i>BLM – Eastern States</i>
<i>Bill Altman</i>	<i>IA-IAS</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Tom Shuman, Chair</i>	<i>OH-OHS</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>
<i>Vacant</i>		<i>Great Lakes Forest Fire Compact</i>
<i>Brian Hicks</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Amanda Jones</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Bob Hartlove, EACG Liaison</i>	<i>State Rep</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>

EACG FIRE ENVIRONMENT WORKING TEAM MEMBERS (FEWT)

<i>Allan Hepworth, Co-Chair</i>	<i>WI-R09</i>	<i>FS, Eastern Region</i>
<i>Karyn Lothrop, Co-Chair</i>	<i>MA-MAS</i>	<i>Northeastern Forest Fire Protection Commission</i>
<i>Bennie Terrell</i>	<i>MO-MTF</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Scott Crist</i>	<i>IL-SHF</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Jeremy Kolaks</i>	<i>IL-HOF</i>	<i>Big Rivers Forest Fire Management Compact</i>
<i>Travis Verdegan</i>	<i>MN-MNS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Eric Martin</i>	<i>WI-WIS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Keith Murphy</i>	<i>MI-MIS</i>	<i>Great Lakes Forest Fire Compact</i>
<i>Brian Pfister</i>	<i>PA-PAS</i>	<i>Middle Atlantic Interstate Forest Fire Protection Compact</i>
<i>Shawn Kelley</i>	<i>MN-RLA</i>	<i>BIA, Midwest Region</i>
<i>John Norton Jensen</i>	<i>TN-TND</i>	<i>BLM, Eastern States</i>
<i>Jared Culbertson</i>	<i>MN-LFR</i>	<i>FWS, Region 3</i>
<i>Michael Papoaga</i>	<i>MA-R5R</i>	<i>FWS, Region 5</i>
<i>Sasha Ernst</i>	<i>PA-NEP</i>	<i>NPS, Northeast Region</i>
<i>Erin Yeoman</i>	<i>NE-MWP</i>	<i>NPS, Midwest Region</i>
<i>Brendan Neylon</i>	<i>WI-R09</i>	<i>EACG Liaison</i>

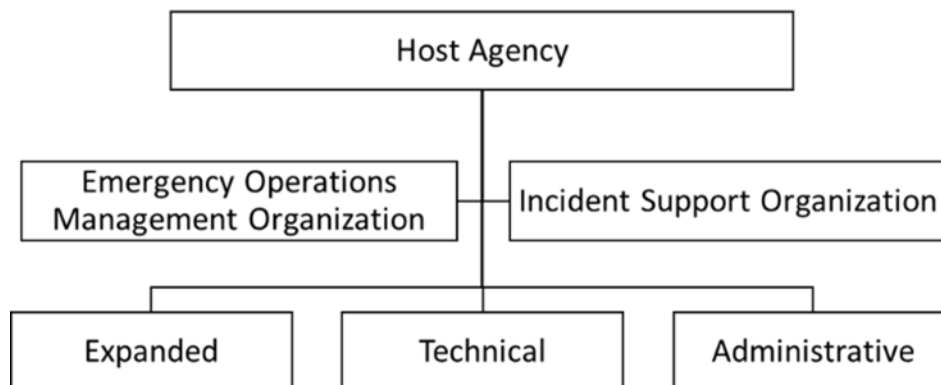
INCIDENT SUPPORT ORGANIZATION (ISO)

Agency Administrators are responsible for emergency operations. They provide general guidance and interact with the MAC Group. Typically, some or all of their responsibilities are delegated to personnel who can devote more complete attention to the situation. Often, the unit Fire Management Officer (FMO) has responsibility for the ISO and as a representative on the local MAC Group. Routine initial attack and other dispatch functions continue but are separated from the ISO. Each office shall maintain a Dispatch Operating Plan, which will include authorities, roles, and responsibilities for Expanded Dispatch personnel, procedures for routine and emergency operations, the resource order process, job aids, and references for the integration of Buying Teams and sources of supply.

The ISO works to provide logistical support to the host agency and the incident(s). The ISO is implemented to address the increased business volume and to supplement established organizations. Staffing positions in an ISO are to be based on need rather than a preconceived organizational chart.

The ISO reports to the Agency Administrator and is composed of functional branches: Expanded Dispatch, Technical Support, and Administrative Support. The functional branches coordinate and cooperate to support the host agency and the incident(s).

Incident Support Organization (ISO)



Expanded Dispatch Organization

The Expanded Dispatch function of the ISO relieves the host agency's dispatch unit by focusing exclusively on the large or complex incident(s).

Expanded Dispatch Functional Areas

- Overhead
- Crews
- Aircraft, Logistical
- Equipment
- Supplies

The volume of orders and complexity of the incident(s) determines staffing levels and the degree of expertise required of the Expanded Dispatch organization. In less complex situations, one (1) dispatcher can handle more than one (1) functional area. Additional personnel may also work within the Expanded Dispatch,

The Expanded Dispatch Supervisory Dispatcher (EDSP) is a facilitator accomplishing the direction provided by the Center Manager or Fire Management Officer, who has delegated authority from the Agency Administrator. Facilitation is accomplished by adequately staffing and supervising the operations of the Expanded Dispatch organization, maintaining positive and effective liaison with the host agency and incident management team(s), and assisting in clarifying the roles and responsibilities for the ISO and the host agency dispatch unit as needed. The individual filling this position must be a qualified EDSP and capable of performing all functions within the Expanded Dispatch organization.

An Expanded Dispatch Coordinator (CORD) is normally assigned in the most complex situations where there are considerable external influences affecting the ISO, a local MAC Group is in place, or where span of control within the ISO and/or Expanded Dispatch becomes an issue.

Technical Support

The Technical Support function of the ISO provides specialized skills, which assist off-incident support operations. These can vary from situation to situation. Common Technical Support functions are telecommunications, caching of supplies, transportation services, equipment inspection, aviation ramp services, mobilization or demobilization center management, and security.

Administrative Support

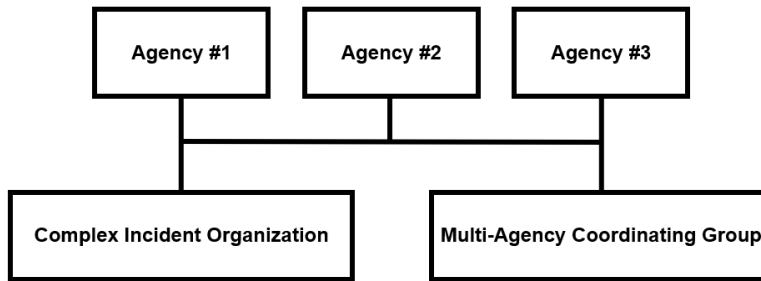
The Administrative Support function of the ISO provides administrative services for the host agency, ISO, and incident(s). These can vary from situation to situation. Common Administrative Support functions are equipment and personnel timekeeping, procurement services such as a Buying Team(s), hiring of local ADs or casual employees, follow-up on local compensation and claims actions, providing fiscal advice, and vendor payments.

An Incident Business Advisor (INBA) may be ordered by the Agency Administrator to assist with incident business.

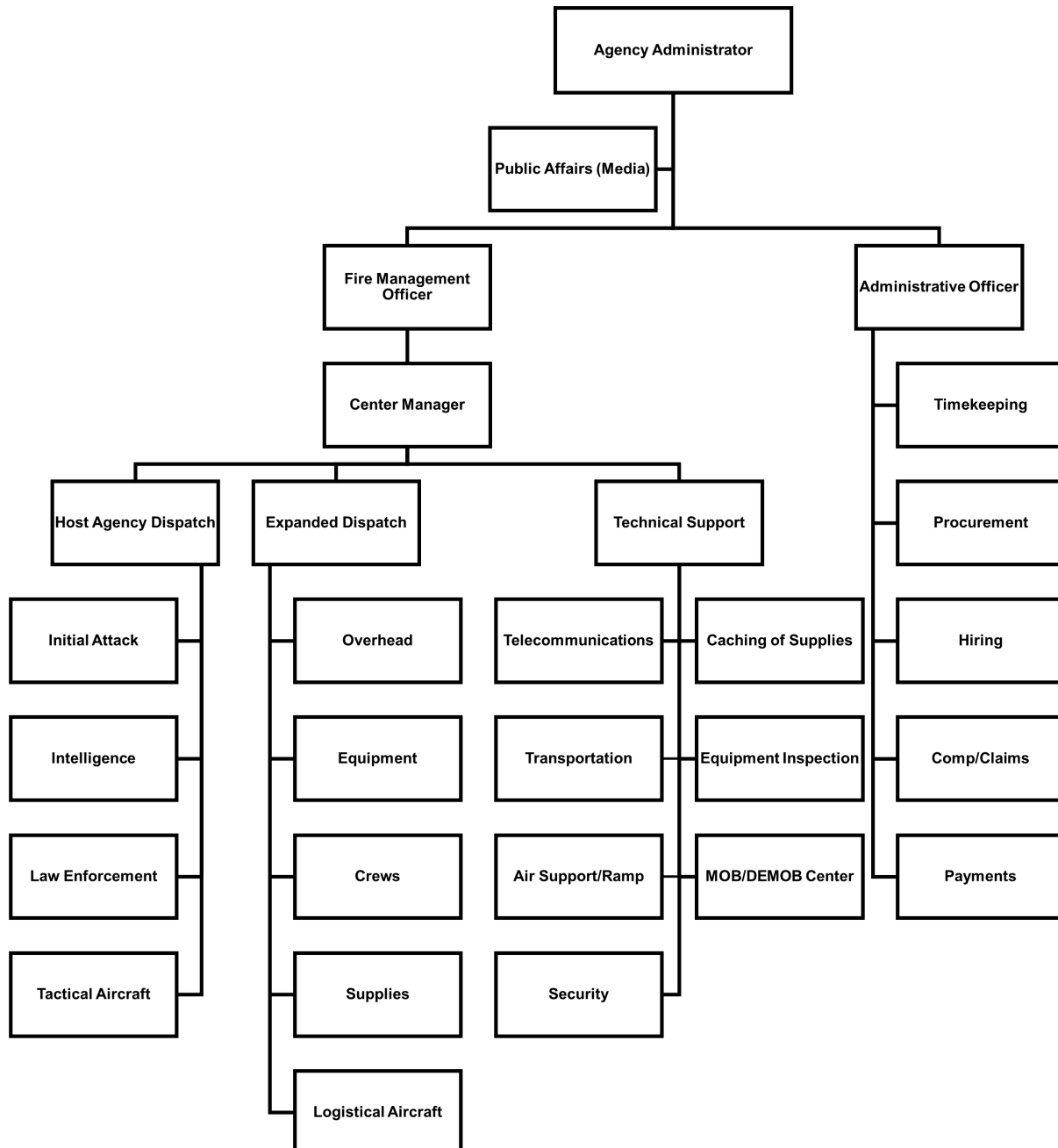
Example Organizations

ISOs are implemented to address the increased business volume and to supplement established organizations. Staff positions in an ISO are to be based on need rather than a preconceived organizational chart. (See ISO Organizations on the following pages.)

Incident Support Organization (ISO), Example – Complex Incident:



Incident Support Organization (ISO), Example:



MOBILIZATION PROCEDURES FOR MILITARY ASSETS

It is advisable that units and field level users intending to order and utilize military resources obtain copies of the *Military Use Handbook*, located at:

https://www.nifc.gov/sites/default/files/document-media/Military_Use_Handbook.pdf

INTERNATIONAL OPERATIONS

International Arrangements and Agreements, and respective Operating Plans, can be found at:

<https://www.nifc.gov/nicc/logistics/reference-documents>

Canada Support

Mobilizations involving the United States of America (USA) and Canada are governed and directed by the diplomatic note, Reciprocal Forest Fire Fighting Arrangement Operational Guidelines, and by local initial attack agreements. Requests to Canadian agencies will normally be made after USA resources are depleted, shortages are projected, or reasonable timeframes cannot be met. All requests for use of Canadian Resources must be ordered through NICC, except for local mutual aid that does not include provisions for any reimbursement. The USA may request airtankers from Canada only after all available contract and Call-When-Needed (CWN) aircraft have been mobilized. The USA may request helicopters from Canada after all available contract and CWN helicopters have been mobilized.

EA Interagency Standards for Resource Mobilization (EASRM)

GUIDELINES FOR CANADIAN MOBILIZATIONS

Canadian resources can be mobilized into the Eastern Area through three different procedures:

- *Regionally: Through the international agreement.*
- *Forests: Through border agreements for initial attack.*
- *States: Through a compact member and sent to state protected lands (remaining a State resource).*

Policy and Operating Procedures: Under the Canada/United States Reciprocal Forest Fire Fighting Arrangement and associated operations plan, the same policies apply to Forest Service and Department of Interior (DOI) employees.

Mobilization: The Canadian Interagency Forest Fire Centre (CIFFC)/NIFC Operational Guidelines do not override or supersede any existing cooperative wildland firefighting arrangements such as border agreements. Local agencies sharing common international boundaries are encouraged to enter into border agreements to facilitate preparedness and initial attack on fires posing a common threat. Beyond these, federal employees may only be mobilized under the CIFFC/NIFC arrangement through NICC.

State Employees: The Canada/United States Reciprocal Forest Fire Fighting Arrangement does not specifically provide coverage for tort claims or liability for state employees, thus until there is resolution to this issue state resources cannot fill positions on Incident Management Teams or firefighting crews mobilized through this CIFFC/NIFC agreement.

Passport Issues: Due to dynamic and evolving policies and procedures local dispatch centers should reference <https://travel.gc.ca/returning/travelling-to-canada> for current information regarding passport requirements for response.

Aviation: It may become necessary for US firefighting personnel to be transported on aircraft owned or contracted by the Provinces of Canada. US firefighting personnel are approved to ride in aircraft that have been approved by the Provinces of Canada for the purpose of wildland firefighting.

Australia and New Zealand Support

Mobilizations involving the USA, Australia, and New Zealand are coordinated through NICC, and are defined in the Wildfire Arrangements between the Department of the Interior and Department of Agriculture of the United States and the Australian and New Zealand Participating Agencies and in the Annual Operating Plan for these Arrangements. Request to Australian and New Zealand Participating Agencies will normally be made after USA resources are depleted, shortages are projected, or reasonable timeframes cannot be met.

Mexico Support

Mobilizations involving the United States and Mexico for fires within ten (10) miles either side of the U.S. – Mexico border are defined in the Wildfire Protection Agreement between the Department of the Interior and the Department of Agriculture of the United States and the Secretariat of Environment, Natural Resources, and Fisheries of the United Mexican States for the Common Border.

Mobilizing USA resources for suppression assistance within Mexico beyond the ten (10) mile zone must be approved and coordinated by NICC.

Other Nations Support for Large Scale Mobilizations

DASP responds to requests from USAID's Bureau for Humanitarian Assistance (USAID/BHA). BHA works closely with U.S. Embassy's to determine if several criteria have been met for the U.S. Ambassador to declare a disaster. There needs to be evidence of significant unmet humanitarian needs, U.S. humanitarian assistance will save lives, reduce suffering, and mitigate impact of emergencies, the affected country requests or will accept U.S. government assistance, and response aligns with U.S. government interests and objectives. If that support includes available resources through the land management agencies, BHA will go to DASP, DASP will place requests through NICC, which will also be coordinated through the DASP liaison located at NIFC. Small scale requests for disaster assistance or technical assistance are coordinated directly by DASP through the home units of the requested individuals.

Processes for International Mobilization of Federal Resources

International fire assignments are unique. The approval process for federal government employees has been expedited through the State Department and specific agencies, from 60-90 days to 3-7 days. Due to the condensed process, it is critical the sending unit completes and submits all required documents in a timely manner. The NICC International Coordinator must have all completed documentation to ensure State Department and agency clearance prior to the employee receiving country clearance. Clearance must be completed and approved prior to travel beginning.

Dispatch Procedures for International Mobilization

International fire assignments are managed by the NICC, any questions should always be directed to the NICC International Coordinator. Once an order has been filled by a local dispatch center, they will ensure the completion of the following steps within the appropriate time allowed:

- Ensure the resource is aware of all attached documentation within the order (i.e.: briefing packets, Special Needs documents, etc.)

- International Manifest is accurately completed and returned in a timely manner. The manifest must be submitted to NICC no later than **72 hours** before the Needed Date and Time on the Resource Order Form.
 - Failure to meet the 72-hour timeframe will result in the order being canceled.
- Vehicle Information is completed (if applicable) within the manifest.
- Travel can be arranged but not implemented until notification is received from the NICC International Coordinator that they are cleared for travel. (This process may be different based on which country we are providing assistance/support.)
 - A copy of the itinerary is required to be submitted with the international manifest.
- Once the manifest is received by the NICC, it is sent to be reviewed for international travel clearance. (This may take 48 hours or longer)

Once NICC receives confirmation the traveler is cleared through their respective agency, and State Department Electronic Country Clearance (ECC) is confirmed, the resource and/or resources host dispatch center will be informed of the resources approval to mobilize.

No travel can occur until this confirmation is received.

ORDERING PROCESS AND PROCEDURES

All agencies have designated ordering procedures for incident and wildland fire support and services. These established ordering channels provide for: rapid movement of requests, agency review, efficient utilization of resources, and cost effectiveness.

Geographic Area Coordination Centers (GACCs)

The GACCs act as focal points for internal and external requests not filled at the local level. GACCs are located in the following areas:

ALASKA – Fort Wainwright, Alaska: <https://fire.ak.blm.gov/>

EASTERN – Milwaukee, Wisconsin: <https://gacc.nifc.gov/eacc/>

GREAT BASIN – Salt Lake City, Utah: <https://gacc.nifc.gov/gbcc/>

NORTHERN CALIFORNIA OPERATIONS – Redding, California: <https://gacc.nifc.gov/oncc/>

NORTHERN ROCKIES – Missoula, Montana: <https://gacc.nifc.gov/nrcc/>

NORTHWEST – Portland, Oregon: <https://gacc.nifc.gov/nwcc/>

ROCKY MOUNTAIN – Lakewood, Colorado: <https://gacc.nifc.gov/rmcc/>

SOUTHERN – Atlanta, Georgia: <https://gacc.nifc.gov/sacc/>

SOUTHERN CALIFORNIA OPERATIONS – Riverside, California: <https://gacc.nifc.gov/oscc/>

SOUTHWEST – Albuquerque, New Mexico: <https://gacc.nifc.gov/swcc/>

EA Interagency Standards for Resource Mobilization (EAISRM)

EASTERN AREA COORDINATION CENTER (EACC)

EACC is the focal point for non-local resource ordering both within and outside the geographic area. The Center Manager has been delegated authority from the Eastern Area Coordination Group (EACG) to set incident priorities and move resources throughout the geographic area and to geographic areas outside of the Eastern Area to meet incident needs.

Eastern Area dispatch relationships have been established with the following dispatch centers:

- Illinois Interagency Coordination Center (IL-ILC)*
- Indiana Interagency Dispatch Center (IN-IIC)*
- Michigan Interagency Dispatch Center (MI-MIDC)*
- Michigan State Dispatch Center (MI-MISC)*
- Mid-Atlantic Interagency Coordination Center (PA-MACC)*
- Minnesota Interagency Coordination Center (MN-MNCC)*
- Missouri-Iowa Interagency Dispatch Center (MO-MOC)*
- Northeastern Interagency Dispatch Center (NH-NEC)*
- Wisconsin Interagency Dispatch Center (WI-WIC)*
- Wisconsin State Dispatch Center (WI-WISC)*

EASTERN AREA DISPATCH CENTERS

The ten (10) Eastern Area Dispatch Centers are responsible for coordinating the mobilization of resources and the collection and dissemination of intelligence information on incidents within their local areas of jurisdiction. These Dispatch Centers serve as the link between EACC and the individual Forests, Parks, Refuges, Tribes, BIA Agencies and States.

Illinois Interagency Coordination Center - Unit ID: IL-ILC This dispatch center is located on the Shawnee National Forest, Murphysboro, IL. ILC dispatches resources for Illinois State, US Forest Service, US Fish and Wildlife Service, National Park Service, and The Nature Conservancy located within Illinois.

Indiana Interagency Dispatch Center - Unit ID: IN-IIC This dispatch center is located on the Hoosier National Forest, Tell City, IN. IIC dispatches resources for Indiana State, US Forest Service, US Fish & Wildlife Service, National Park Service, Crane Naval Weapons Depot, and The Nature Conservancy located within Indiana.

Michigan Interagency Dispatch Center - Unit ID: MI-MIDC This dispatch center is located on the Huron-Manistee National Forest, Cadillac, MI. MIDC dispatches resources for the US Forest Service, US Fish and Wildlife Service, Bureau of Indian Affairs, the Park Service, and The Nature Conservancy located within Michigan.

Michigan State Dispatch Center - Unit ID: MI-MISC This dispatch center is located at the DNR Forest, Lansing, MI. MISC dispatches Michigan State resources.

Mid-Atlantic Interagency Coordination Center - Unit ID: PA-MACC This dispatch center is located at the Pennsylvania Emergency Management Agency (PEMA) in Harrisburg, PA. MACC dispatches for the States of Delaware, Maryland, New Jersey, Ohio, Pennsylvania and West Virginia, the US Forest Service resources in Ohio, Pennsylvania and West Virginia, National Park Service resources in Ohio and Indiana, US Fish & Wildlife Service in Ohio, Maryland, New Jersey, Pennsylvania, Delaware and West Virginia, the Aberdeen Proving Grounds in Maryland, Fort Dix Army Base in New Jersey, the National Weather Service, the Nature Conservancy within Ohio and the Center for Disease Control in West Virginia.

Minnesota Interagency Coordination Center - Unit ID: MN-MNCC This dispatch center is located at the Minnesota Interagency Fire Center, Grand Rapids, MN. MNCC dispatches resources Minnesota State, US Forest Service, Bureau of Indian Affairs, US Fish & Wildlife Service, National Park Service, National Weather Service, and The Nature Conservancy within Minnesota.

Missouri - Iowa Interagency Dispatch Center - Unit ID: MO-MOC This dispatch center is located on the Mark Twain National Forest, Rolla, MO. MOC dispatches resources for the States of Missouri and Iowa, US Forest Service, US Fish and Wildlife Service, Bureau of Indian Affairs, National Park Service, National Weather Service, Boone County Fire Department, and The Nature Conservancy within Missouri and Iowa.

Northeastern Interagency Dispatch Center - Unit ID: NH-NEC This dispatch center is located on the White Mountain National Forest in Campton, NH. NEC dispatches resources for the US Forest Service, US Fish & Wildlife Service, Bureau of Indian Affairs, National Park Service, National Weather Service, Department of Defense in Connecticut, New Hampshire, and New York and The Nature Conservancy within the States of Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, and Vermont.

Wisconsin Interagency Dispatch Center - Unit ID: WI-WIC This dispatch center is located on the Chequamegon-Nicolet National Forest, Woodruff, WI. WIC dispatches resources for US Forest Service, US Fish & Wildlife Service, Bureau of Indian Affairs, National Park Service, Bureau of Land Management, and The Nature Conservancy within Wisconsin.

Wisconsin State Dispatch Center - Unit ID: WI-WISC This dispatch center is located at the Division of Forestry Office, Cumberland, WI. WISC dispatches Wisconsin State resources.

Name Requests

Each geographic area has the ability to evaluate each name request from their area, if there is an outstanding need for the requested resource capability within that geographic area or ongoing suppression efforts, it may be denied.

All name requests not filled by the item being requested will be returned to the requesting unit with the appropriate associated documentation i.e., Unable to honor this request due to outstanding needs within the geographic area.

Name Requests on Budgeted, Severity or Non-Suppression Funds

Name requests charged to severity, budgeted/programmed, or non-suppression funds are acceptable and will be processed without delay.

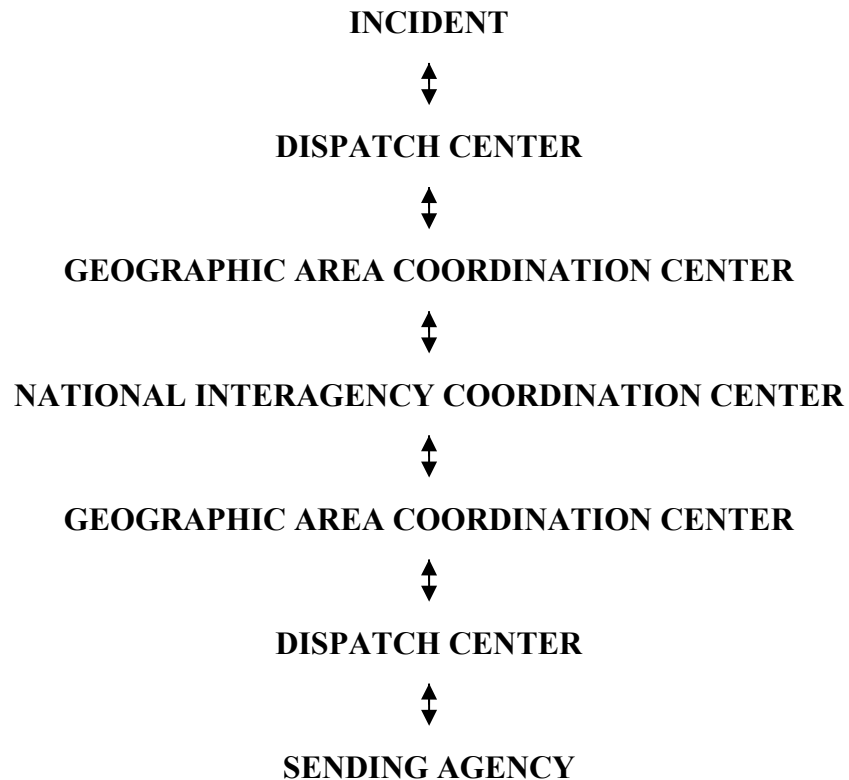
Severity requests often involve strategic movement of resources from area with lower fire potential, being directed by agency managers and/or duty officers and will be honored.

Refer to Chapters 20 (Overhead) and 40 (Equipment) for additional information.

Ordering Process for All Orders

Resource order requests will be processed using IROC. Resource order requests as the result of an incident, preparedness, severity, and wildland or prescribed fire will follow the established ordering channel displayed below.

At the point in this flow when an order can be filled, reverse the process to ensure proper notification back to the incident or requesting office. Local agency dispatch offices should use mutual aid agreements with cooperators whenever possible.



EA Interagency Standards for Resource Mobilization (EAISRM)

EASTERN AREA NEIGHBORHOOD ORDERING PROCEDURES

- *Neighborhood Ordering will be open year-round.*
- *Dispatch Centers will utilize the closest forces concept when mobilizing resources.*
- *All orders must be placed in IROC. • All requests will be followed up with a phone call. The need for open communication between Dispatch Centers and EACC, as well as substantial documentation in IROC, is critical in making this process a success.*
- *If the GACC needs a resource that has been mobilized neighbor to neighbor, the GACC will place the order with the Host Dispatch Center. Notification by phone call will occur to all affected Dispatch Centers and the information will be documented in IROC.*
- *Dispatch Centers cannot re-assign resources to another Dispatch Center if that resource was originally mobilized through the Neighborhood Ordering policy without the permission of the resource's home Dispatch Center. • At a Dispatch Center Manager's discretion and with GACC notification, a Dispatch Center may Objectives, Policy, and Scope of Operation Chapter 10 10 - 29 temporarily withdraw their participation in the neighborhood.*

- *EACC has the authority to withdraw Neighborhood Ordering. This may be due to prioritization of incidents and resources by the GACC/GMAC at higher Preparedness Levels and incident activity. All affected Center Managers will be consulted regarding this decision. When Neighborhood Ordering is temporarily withdrawn, orders will be placed through established dispatch channels.*
- *Orders for National resources (Complex Incident Management Teams, Buying Teams, Interagency Hotshot Crews, Type 1 and 2 helicopters, air tankers, 4390 radio starter kits, etc.) will not be included in Neighborhood Ordering. These requests will be placed to the GACC through established dispatch channels.*
- *Non-compliance with Neighborhood Ordering procedures may result in Neighborhood Ordering being turned off.*
- *Crossing geographic boundaries requires notifications to both affected GACCs.*

Eastern Area Ordering Selection Areas:

The following list defines the neighborhood for each Dispatch Center which currently has established Neighborhood Ordering relationships.

<i>Dispatch Center</i>	<i>May order directly from:</i>
<i>IL-ILC</i>	<i>IIC, KICC*, MOC</i>
<i>IN-IIC</i>	<i>ILC, KICC*, MOC</i>
<i>MI-MIDC</i>	<i>MISC, MNCC, WIC, WISC</i>
<i>MI-MISC</i>	<i>MIDC, WISC, WIC, MNCC</i>
<i>MN-MNCC</i>	<i>MIDC, WIC, MISC, WISC, NDC*</i>
<i>MO-MOC</i>	<i>AOC*, IIC, ILC, KICC*, TICC*</i>
<i>NH-NECC</i>	<i>N/A</i>
<i>PA-MACC</i>	<i>KICC*, VICC*</i>
<i>WI-WIC</i>	<i>MIDC, MNCC, WISC, MISC</i>
<i>WI-WISC</i>	<i>WIC, MNCC, MIDC, MISC</i>

** Denotes ordering agreements with Dispatch Centers outside of Eastern Area*

INITIAL ATTACK AGREEMENTS

Agreements are established to authorize interagency involvement and provide cost effective suppression actions that benefit all agencies.

Within the Eastern Area, a unit may order resources directly from a neighboring unit, provided this direct ordering has been pre-identified in a written cooperative agreement or operating plan. When resources are requested utilizing a cooperative agreement, the sending unit can provide only the resources under its span of control. EACC should be notified when resources are committed. All initial attack resources responding to an incident under the authority of a cooperative agreement or operating plan cannot be reassigned to another unit's incident or be put into standby status without prior approval from the sending unit.

All resources initially ordered under cooperative agreements and remaining on the incident beyond the first 24 hours of initial attack must be formally ordered in IROC using normal dispatch procedures.

This is the only instance that a IROC “catch-up” Resource Order will be allowed.

ORDERING BETWEEN LOCAL OFFICES ACROSS GACC BOUNDARIES

Local dispatch centers adjacent to one another may engage in resource ordering across GACC boundaries without having a formal agreement or MOU in place. Resource movement could include personnel and equipment for wildland fire response, prescribed burning opportunities and/or other resource-based activities. Local border agreements may be necessary if there is a need to exchange funds or provide for cross-billing authorities.

The sending GACC must grant approval to the local center before any National or Geographic type resources are sent across GACC boundaries. Depending on National PL levels and/or NMAC priorities, the NICC may also require approval. Resources sent across GACC boundaries cannot be reassigned without prior approval from the sending GACC and the sending local unit. Except for initial attack, all resources are to be mobilized across GACC boundaries on a resource order. Resources committed beyond initial attack are expected to be ordered on a resource order.

Support to Border Fires

Border fires are defined as a wildfire that has crossed the boundary from one (1) Geographic Area into another or where the fire is expected to cross the boundary within two (2) burning periods.

Whereas both Geographic Areas have a vested interest and authority to provide resource support to the incident, they may order directly from each other in support of the incident. The following protocols apply:

- A single ordering point will be designated to ensure proper assignment and demobilization of resources. The incident will remain with the originating unit for situation reporting and prioritization.
- The dispatch organization designated as the single ordering point may place orders to either GACC using established ordering channels, however only the GACC of the originating unit dispatch is authorized to place orders with NICC.

- Prior to initiating border fire support operations, concurrence and agreement must occur between the two GACCs and NICC. To maintain effective coordination and ensure that the appropriate resources are mobilized, communication will be necessary between both GACCs and the ordering unit dispatch organization.

EA Interagency Standards for Resource Mobilization (EASRM)

Existing Eastern Area Border Agreements should be followed where applicable:

- *Minnesota Incident Command System (MNICS) - Ontario and Manitoba, Canada*
- *Northeastern Compact - Quebec, Nova Scotia, and New Brunswick, Canada*

MOBILIZATION AND DEMOBILIZATION INFORMATION

Travel information for resources will be transmitted by using IROC. Each travel segment will identify mode of travel, carriers name with flight numbers, departure and arrival locations with estimated departure time and estimated arrival time (ETD/ETA) using the local time and time zone.

EA Interagency Standards for Resource Mobilization (EASRM)

PRIORITY TRAINEE MOBILIZATION PROGRAM

The primary mission of the Eastern Area Priority Trainee Mobilization Program (PTMP) is developing an interagency workforce by mobilizing trainees to incidents, aiding them in gaining critical experience for Fire Management position requirements, and successional planning for Incident Management Teams.

Operating Procedures have been established by the EACG for the effective and efficient implementation of the PT program.

Mobilization Process: Local incident or the assigned IMT will identify a training opportunity. The Training Specialist (TNSP) or incident dispatch center will check to see if there are any available local trainees. If available, dispatch will create and fill incident trainee resource order.

If there are no local trainees available, the TNSP/dispatch will contact Eastern Geographic Area Training Representative (GATR). GATR will determine if there is an available PT within the Geographic Area. If a PT is available, GATR will confirm PT's true availability. If none are available, the GATR will review the national PT available list. If an out-of-area PT resource is listed, the Eastern GATR will contact PT's GATR who will confirm the PT's true availability.

In and Out of the area PT's the Eastern GATR will relay the PT's name to the incident's TNSP/Dispatch. Dispatch will create a name request resource order for the PT and place up to the Eastern Area Coordination Center (EACC). If the PT is in-area, the EACC will place the request to the PT's local dispatch center. If the PT is from out-of-the-area, the EACC will place the request up to the National Interagency Coordination Center (NICC) which will place the request to the PT's GACC. The PT's GACC will then place the request to the PT's local dispatch center.

If no available PTs are identified, a standard request for a trainee will be created and place up to the Eastern GACC to process through normal dispatch procedures

NON-INCIDENT RELATED ORDERING

Resource acquisition not related to an incident, preparedness, severity, and wildland fire may also follow these ordering procedures. The use of appropriate cost coding procedures is required.

CHAPTER 20

OVERHEAD AND TEAMS

OVERHEAD AND TEAMS OVERVIEW

Personnel must be requested by the description found in the *NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1* or other agency approved qualifications guides.

Standards for Wildland Fire Position Qualifications

Overhead positions are listed in the *NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1*. This document is located at: <https://www.nwcg.gov/publications/310-1>

The Incident Qualifications and Certification System (IQCS), and the Incident Qualification System (IQS) are information management systems that track training and certifications for Wildland Firefighters. For a complete list of all NWCG recognized Position Codes, refer to the Position Codes listed at: <https://www.nwcg.gov/positions>

Overhead Mobilization and Demobilization

Units filling requests for personnel are responsible for ensuring all performance criteria are met. Requests will be processed as "fully qualified" unless "Trainee Required/Acceptable" is selected as an inclusion in IROC. The sending unit must designate a Flight Manager when two (2) or more personnel travel together to the same incident via non-commercial air transport. For further information on Flight Managers refer to Chapter 50.

Supplemental Fire Department Resources

Supplemental Fire Department Resources are overhead provided by a local fire department through agreements and are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.

When mobilizing Supplemental Fire Department Resources outside of the fire district or mutual aid zone the following will apply:

- Mobilization will follow established ordering procedures as identified in National, Geographic, and Local Mobilization Guides.
- Resources will be mobilized from the Host Dispatch Zone in which the department is located. Personnel will be provided a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction.
- Resource orders shall clearly indicate incident assignment, incident location, expected incident arrival time, and any additional special needs or equipment authorizations (laptops, and rental vehicles).
- If a request requires individuals to be self-sufficient for the duration of the assignment, they must be able to procure food, lodging, and local transportation.

Name Requesting Single Resource Overhead

Name requests for Overhead resources will be honored regardless of the type of order. The ordering unit must confirm availability for the individual being requested prior to placing the request. All name requests must include the individuals current dispatch location.

EA Interagency Standards for Resource Mobilization (EAISRM)

EACC Creation and processing of IROC orders for Training.

There is no current policy that requires a resource order for most individuals, including AD's to travel to attend training. Because of this, and in an effort to minimize unnecessary IROC orders, EACC will only create, or process orders for overhead to attend training on a case by case basis.

Trainee Requests

Name request for geographic area priority trainee positions will be justified withing the special needs as being approved by the GATR and will be processed without delay.

Technical Specialist

Use of THSP position code is appropriate when no other position code exists and requires additional information describing the specialty or work to be included in the assignment. Example: THSP – Duty Officer or THSP Center Manager.

Remote Employee

Remote employees who are detached from their home unit (e.g., USFS Washington Office, NIFC, etc.) should typically be dispatched from the dispatch area where they physically reside. Incident qualifications and training administration will remain with the resource's home unit.

Interagency Wildland Fire Modules

The primary mission of a Wildland Fire Module (WFM) is to provide an innovative, safe, highly mobile, logistically independent, and versatile fire module for wildland fire management and incident operations.

WFMs are highly skilled and versatile fire crews with a primary commitment to maintain fire's role as a natural ecological process. They provide technical and ecological based expertise in the areas of long-term planning, ignitions, holding, suppression, prescribed fire preparation and implementation support, hazard fuels reduction, and fire effects monitoring.

Orders for Interagency Wildland Fire Modules will be placed through established ordering channels in IROC using an Overhead Group Request; WFMI - Module, Wildland Fire, Type 1 or WFM2 – Module, Wildland Fire, Type 2 configured according to the *NWCG Standards for Wildfire Module Operations, PMS 430*.

For minimum module standards for national mobilization, see:

- *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724):*
<https://www.nifc.gov/standards/guides/red-book>
- *NWCG Standards for Wildfire Module Operations, PMS 430:*
<https://www.nwcg.gov/sites/default/files/publications/pms430.pdf>

As an interagency resource, the Wildland Fire Modules are available nationally throughout the fire season. Standard WFM configuration includes:

- Module leader and six (6) to nine (9) module crewmembers.
- If requested, WFMs can be configured and mobilized with less than the standard WFM configuration, but only after agreement between the requesting and sending units. Any negotiated configurations must be identified within the original request.

EA Interagency Standards for Resource Mobilization (EASRM)

EA INTERAGENCY WILDLAND FIRE MODULES

The Eastern Area has one Type 1 Wildland Fire Module, which is hosted by the Huron-Manistee National Forest, MI-HMF.

Wildland Fire Module Mobilization

Geographic Areas will mobilize local Interagency Wildland Fire Modules internally. There are local unit agreements to share Wildland Fire Modules between bordering units in different Geographic Areas.

The Wildland Fire Module Leader will contact the ordering unit to discuss incident/project requirements.

Helicopter Module

Refer to Chapter 50 for specific information on helicopter ordering, capabilities, use, and type.

For minimum module standards for national mobilization for helicopter modules, see *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

Units requesting helicopter modules for CWN helicopters will do so using an Overhead (O) support request for each position. Helicopter module requests should be coordinated with anticipated helicopter delivery time and location. Ordering a helicopter module for a CWN helicopter is not automatic. Ordering units should attempt to fill helicopter module positions internally first.

CWN helicopters will be managed by a qualified Helicopter Manager (HMGB) and qualified Helicopter Crew Members (HECM); when combined they function as a helicopter module.

If the intended use is for initial attack, the HMGB request must specify that a fitness level of arduous is required. Any other qualification requirements (ICT4, etc.) must also be specified.

If helicopter personnel/modules are required to arrive with special needed items (flight helmets, radios, etc.), it must be specified at the time of request.

Helicopter Rappellers

Refer to Chapter 50 for specific information on helicopter rappeller initial attack ordering, capabilities, and rappeller aircraft.

The USDA Forest Service operates 12 rappel bases nationally located in the following Geographic Areas: Northern Rockies, Great Basin, California, and Northwest. Each base utilizes Bell medium helicopters, and generally operates from May through October.

Rappellers primary mission is initial attack. When Rappellers are needed for initial attack with aircraft, they are to be requested in IROC as “RPIA – Load, Rappeller, Initial Attack” on an Aircraft request. All initial attack orders will be honored, regardless of Geographic Area boundary, when rappellers are available. Additional mission specific information should be documented on the resource order. When ordered for initial attack, Rappellers will be self-sufficient for 36 hours after deployment on an incident and are assigned to the user unit until released.

Rappel boosters will be ordered by individual Overhead requests. Any additional support needs may be documented on the resource order.

Smokejumpers

Refer to Chapter 50 for specific information on smokejumper initial attack ordering, capabilities, and smokejumper aircraft.

Smokejumpers primary mission is initial attack. All initial attack orders will be honored when smokejumpers are available. There are two primary methods for ordering smokejumpers, initial attack load or booster load/individual smokejumper. The type of order should be predicated on immediate need or augmentation.

Smokejumper boosters are utilized to increase smokejumper capability at a base or within a Geographic Area. Booster requests should be based on current and/or expected fire activity with an understanding that boosters should be released back to home or hosting unit(s) or made available to higher activity areas if activity does not develop at receiving unit.

Boosters are ordered by individual Overhead requests and can be filled from one or multiple bases. Booster requests may specify a desired delivery system (round or square parachutes). Smokejumper aircraft must be ordered separately if the aircraft is needed beyond delivery of the smokejumpers. NICC, GACCs, and local dispatch centers should communicate with the hosting and potential sending smokejumper base(s) before the order(s) are placed and filled.

Smokejumpers may be configured as crews (hand crew, engine crew, or helitack crew) or as single resource overhead for Incident Command System positions. Concurrence with NICC must be obtained prior to configuring smokejumpers as crews or modules for extended attack operations.

Non-Standard Overhead Groups

The generic overhead catalog items “FUMD – Module, Fuels” or “SMOD – Module, Suppression” will be used to order non-standard overhead groups. All requests for these catalog items will be placed through established ordering channels using an Overhead Group Request. Coordination between requesting and sending units must occur.

[EA Interagency Standards for Resource Mobilization \(EASRM\)](#)

EASTERN AREA ALL-HAZARD SAWYER MODULE STANDARDS

- **Module Size - 2 - 4 personnel**
- **Qualifications**
- **Designated Module Leader**
- **Minimum of 2 Fallers (Agency qualified for complex falling operations or Faller 1 or2).**

- One saw kit per qualified faller (recommend 24” bar or longer). Kits to include complete set of maintenance tools.
- 5-gallons of saw gas (if able to transport)
- 2-dolmars (Sig containers optional)
- 3-gallons bar oil (if able to transport)
- One falling axe per qualified faller
- 2- spare chains per saw Falling wedges
- 2-First-aid kits (meeting agency standards)
- Communication (2-portable, programmable radios)
- Agency-provided cellphone recommended – and must be authorized on the resource order.
- Transportation (recommended 4x4 vehicle - must be authorized on the resource order) that can safely carry occupants, equipment and fuel.
- GPS unit with US map, Lat./long capabilities or other GPS capable device.
- PPE, all appropriate clothing and equipment for the incident and environment.
- Must be self-sufficient for at least 48 hours.
- Purchase card or agency purchase authority is highly recommended for each module.

Communications Coordinator (COMC)

A COMC must be assigned when a second 4390 Starter System is assigned to any incident within a one hundred (100) mile radius of the first assigned 4390 Starter System. The COMC should be requested as a name requested position.

The GACC will coordinate filling the request with the National Interagency Incident Communications Division (NIICD) in Boise, ID by calling the National Communications Duty Officer (CDO). Rental vehicle, lap top computer and cellular phone should be authorized when placing the request.

NIICD Communications Duty Officer: (208) 387-5644

It is important that this position be ordered as early as possible to alleviate the possibility of frequency conflicts during multi-incident situations.

Duties and Responsibilities:

- Manage the allocation of communications resources at the Geographic Area level. This includes communications equipment, personnel, and associated supplies. The COMC provides support to the assigned Geographic Area and reports daily to the NIFC CDO. The COMC will not be assigned to specific incidents or to an Area Command Team. Situations may occur when communications coordination is required between multiple Geographic Areas. Under these circumstances, a COMC may be assigned to a NICC resource order to provide overall coordination and support to COMCs assigned to the affected Geographic Areas.

- Manage the frequency resources for all incidents under assigned jurisdiction. This includes all frequencies for ground tactical, command, logistics, and air operations.

NOTE: During complex or multiple fire situations, the COMC will request additional qualified personnel to be assigned as field COMCs. Any situation involving complex air operations will require that a COMC be requested specifically for air operations.

Field COMC Duties and Responsibilities:

- Maintains an accurate inventory of all communications equipment assigned to incidents under their control.
- Keep current on the availability of communications resources for future Geographic Area and National requirements. The COMC should be current with procedures needed to obtain such resources.
- Provide problem-solving recommendations and advice on communications issues to the respective Geographic Area Coordinators, the Area Command Teams, and/or to Incident Management Teams within a complex or single incident. National, as well as Geographic Area priorities will be considered when making recommendations and/or providing advice.
- Assist incidents with communication system design and in obtaining specialized communications equipment.

Incident Meteorologist (IMET)

IMET status will be maintained by the respective Geographic Area in IROC. Status will include updated contact information, the home jetport, individual qualifications, and current availability.

When a National Weather Service (NWS) IMET is needed for an incident or project, the request will be placed up to the GACC. When ordering, specify whether the request is for wildfire response or prescribed fire; if prescribed fire, provide number of days IMET is expected to be deployed. The GACC will contact the NWS National Fire Weather Operations Coordinator (NFWOC) by calling the NWS Incident Response Desk.

NWS Incident Response Desk: (877) 323-IMET

For prescribed fire requests, the NFWOC will coordinate with the appropriate agency program manager to confirm funds in the agreement are sufficient to support the request. (Note: this step is not required for wildfires as NWS can incur expenses in response to wildfires and bill the agencies for reimbursement afterwards). The NFWOC will then identify the name and location of the available IMET to fill the ordering incidents IMET request. If the available IMET is located within the Geographic Area where the incident or project is located, the IMET will be ordered by name request and internally mobilized using established procedures. If the available IMET is located in another Geographic Area, the IMET request will be placed to the NICC as a name request using established procedures. NICC will place the IMET request to the appropriate Geographic Area to be filled.

For mobilization to a wildfire incident, the ordering unit provides the appropriate financial code(s). For prescribed fire mobilization, the NFWOC will provide the National Oceanic and Atmospheric Administration (NOAA) financial code.

When the NWS cannot provide transportation, the sending dispatch office is responsible for arranging and providing mobilization needed for the IMET and any required equipment to the incident. The host agency is responsible for arranging and providing demobilization needed for the release of the IMET and required equipment back to the home unit.

The IMET is a single resource covered under a reimbursable agreement between the Wildland Fire Agencies and the Department of Commerce, NOAA-NWS. Standard NWS equipment that is essential to on-site meteorological support is mobilized with each IMET, no additional resource order requests are necessary. Standard NWS equipment does not require additional ordering by the incident. Basic standard NWS equipment includes:

- Laptop computer
- Printer
- Mobile satellite setup and setup tools
- Cellular telephone
- Agency or rental vehicle appropriate for off-pavement use
- Miscellaneous office supplies

Reimbursement of costs associated with utilization of standard NWS equipment such as cell phone usage charges, satellite communication charges, and four-wheel drive SUV, truck, or similar rental vehicle to travel to incident locations with their equipment (including remote locations) is authorized under the INTERAGENCY AGREEMENT FOR METEOROLOGICAL AND OTHER TECHNICAL SERVICES, SECTION V., PART B ITEM 4. Damages, failure, and daily wear incurred to standard equipment during an assignment are also eligible for reimbursement.

Air Resource Advisors

Air Resource Advisors (ARA) will be ordered as THSP-ARA. Air Resource Advisors should be assigned on Type 1 fires to the extent practicable and should be considered for Type 2 fires.

When a THSP-ARA is needed for a wildfire incident to address public and fire personnel smoke impacts, the request will be placed up to the GACC.

The GACC will contact the Interagency Wildland Fire Air Quality Response Program (IWFAQRP).

IWFAQRP: (661) GET-1ARA or (661) 438-1272.

The IWFAQRP Coordinator will identify the name, agency, and location of the available ARA to fill the THSP-ARA request. The THSP-ARA will be ordered by name request and mobilized using established procedures. THSP-ARA orders for prescribed fire will be coordinated on a case-by-case basis with direct discussion with the IWFAQRP Coordinator.

The ARA is a single resource covered under a reimbursable agreement between the Wildland Fire Agencies and the USFS. Standard ARA equipment (sampling equipment, computers, appropriate size vehicle, etc.) that is essential to on-site air quality support is authorized. Damages, failure, and daily wear incurred to standard equipment during an assignment are also eligible for reimbursement.

Cache Support Positions

These positions are available to assist fire caches during periods of high activity or when shortages of locally trained personnel hinder cache operations.

- CASC – Cache Supply Clerk
- CAST – Cache Supply Supervisory Clerk
- CDSP – Cache Demobilization Specialist
- FLOP – Forklift Operator
- WHHR – Warehouse Materials Handler
- WHLR – Warehouse Materials Handler Leader
- ACMR – Assistant Cache Manager
- FCMG – Fire Cache Manager

EA Interagency Standards for Resource Mobilization (EAISRM)

INTERAGENCY RESOURCE REPRESENTATIVE (IARR)

The IARR reports to the EACC Center Manager and is responsible for supporting all Eastern Area resources in reasonable proximity to their assigned location. An IARR may be deployed when there is substantial resource commitment within a geographic area. EACC will provide the name and contact information for IARR's to the GACCs where they are assigned.

Interagency Resource Representative (IARR) Duties and Responsibilities

The Interagency Resource Representative (IARR) may be assigned to an incident, a complex or a geographic area to serve as representative for assigned crews, overhead, and equipment. The main responsibility of Eastern Area IARRs is to represent the Eastern Area regarding the care and welfare of Area resources.

The IARR must be self-sufficient. The IARR must be highly skilled in interagency incident business management, incident management procedures, accident reporting, commissary, government travel, medical care procedures, mobilization, demobilization, and personnel management in incident situations. The IARR is expected to possess knowledge of policies as they relate to each agency represented by the Eastern Area. When working with Complex Incident Management Team (CIMT), the IARR will normally coordinate with the Planning Section Chief (PSCC), Finance Section Chief (FSCC), Expanded Dispatch Crew Desk, Expanded Dispatch Coordinator, and host GACC.

Interagency Resource Representative (IARR) Reporting Requirements

The EACC produces a daily Crew Report which is posted to the EACC web page. This report highlights resource activity, assignments and status of resources committed to incidents within or outside the area. Upon initial assignment, the IARRs will establish contact with the EACC Intel Coordinator and Center Manager.

EACC phone: 844-237-4283 (24 hours/day)

EACC email: wieacc@firenet.gov For all after hours emergencies, contact in order listed below:

- *Primary - Brendan Neylon, Center Manager Cell Phone: 610-742-7864*

- *Secondary – Jennifer Parrish, Deputy Center Manager Cell Phone: 414-391-6090*

SECURITY POSITIONS

National Wildfire Coordinating Group (NWCG) federal agency law enforcement personnel meeting Technical Specialist - Security Level 1 (SEC1) and Technical Specialist - Security Level 2 (SEC2) qualifications will continue to be the first priority for assignments to fill resource requests for SEC1, SEC2, and SECM (Security Manager) positions on federal incidents. These personnel provide the broadest range of ability and authority.

- *SEC1: Certification as Criminal Investigator or Law Enforcement Officer. Resource is authorized and equipped to carry firearms, make arrests, serve warrants, and conduct searches and seizures. They are authorized to enforce federal or state laws. AD hiring authority and procurement of private services may not be used for this position.*

The following is a comparison of equivalent ratings among agencies. However, when actually ordering, ensure that the individual is certified at the level specified (i.e. Security Specialist 1).

- *FS: Law Enforcement Officer*
- *S: Title varies by State*
- *BLM: Ranger/Agent*
- *BIA: Commissioned Officer*
- *NPS: Commissioned Officer*
- *FWS: Refuge Officer*

SEC2 (Security Specialist Type 2): *Annual recertification as a FS Forest Service Protection Officer. Resource is not authorized nor equipped to carry firearms, serve warrants, or conduct searches and seizures. They have authority to enforce federal criminal laws and regulations. AD hiring authority and procurement of private services may not be used for this position.*

- **SECM (Security Manager):** *Security Manager is responsible for resource orders and approval of payment. This position may not exercise law enforcement authority and duties unless resource meets applicable SEC1 or SEC2 qualifications. AD hiring authority may be used for this position.*

- **SECG (Security Guard):** *Personnel utilized in this position shall not exercise law enforcement authorities and duties of either state or federal laws, including arrest or detention of persons, nor carry weapons or other defensive equipment. They cannot wear their agency uniform or use their agency vehicle since they have NO law enforcement authority. This non-law enforcement position can be filled by AD hiring authority and procurement of private services.*

If the IROC resource request specifies that an Agency-Owned Vehicle or a Law Enforcement vehicle is authorized to drive to the incident, all Incident Operations driving guidelines and the work/rest policy must be adhered to.

EMERGENCY WORKER (CASUAL) HIRING PROCEDURES

Unless specified “agency only”, casuals and private contractors will be accepted for wildfires and severity orders.

For positions required to be filled by agency employees, refer to the current Interagency Incident Business Management Handbook (IIBMH) and current Administratively Determined (AD) Pay Plan for Emergency Workers:

https://gacc.nifc.gov/eacc/management_admin/incident_business/incident_business.htm.

All other positions may be filled with a casual employee unless specified otherwise.

*Each qualified position listed and approved on an individual’s Incident Qualification Card requires a separate Single Resource Casual Hire Information Form. The casual needs to have a signed original or copy of the form with them when they mobilize to an incident. If a casual employee is reassigned or field promoted during an assignment, a new Single Resource Casual Hire form is **not** required.*

The Passenger and Cargo Manifest Form for crews replaces the casual hire form at the time of mobilization.

The Employee Common Identifier (ECI) is a unique 10-digit number generated for each casual employee in the Federal Personnel Payroll System (FPPS system). To address Personally Identifiable Information (PII) concerns, the use of the ECI will replace the collection of Social Security Numbers (SSNs) where applicable.

Employee Common Identifier (ECI) replaces the use of Social Security Numbers (SSN) on all documents except for the I-9 and W-4, which will continue to require the use of SSNs.

Procedures on obtaining ECIs can be found on the NWCG web site at:

<https://gacc.nifc.gov/nwcc/content/pdfs/dispatch/Nina/ECI.pdf>

The applicable Payment Center will be responsible for generating ECIs for new casuals. Hiring Units will be responsible for obtaining ECIs from the Payment Center and relaying ECI information to the casual employee, appropriate entities, inputting on the appropriate documents, etc.

Casual employees will be responsible for maintaining and providing their ECIs for e-ISuite input and for use on OF-288s.

An Employment Eligibility Verification Form, I-9, must be completed by the hiring official and casual employee at the employing location every three years. Direct Deposit Form, FS-1199a, and Federal W-4 and a State Tax withholding forms must be provided to the casual. Federal and state income taxes will be withheld from the casual’s earnings. Casuals must be provided the opportunity to complete appropriate federal and state income tax withholding forms at the time of hire to ensure the correct amount of tax is withheld.

For US Forest Service Casuals: The Hiring Official submits all hiring forms to the Albuquerque Service Center (ASC) either electronically or by fax. To avoid delays in pay processing, forms should be completed and submitted during the pre-season refresher, pack test, etc. Re-submit forms if information on file has changed.

FS Casual Pay Center Albuquerque Service Center Incident Finance – Casual Pay 101 B Sun Avenue NE Albuquerque, New Mexico 87109 – 4473 Phone: 877-372-7248 (Option #1) Fax: 866-816-9532 Email: asc_ipc@fs.fed.us

For DOI Casuals: Federal W-4, State Tax form (if applicable), Tribal Exemption form (if applicable), Direct Deposit Form or EFT Waiver are sent to the DOI Casual Payment Center. I-9s, Crew Time Reports, Incident Behavior Forms, and Single Resource Casual Hire Forms are retained at the hiring unit

DOI Casual Pay Center National Interagency Fire Center Casual Payment Center MS 270 3833 S. Development Ave Boise ID 83705 Phone: 877-471-2262 Fax: (208) 433-6405

EMERGENCY WORKER ACCIDENT REPORTING

When a Forest Service sponsored casual employee sustains a reportable injury or illness, a CA-1/CA-2 must be completed through eSafety and faxed to ASC in order for an OWCP case number to be assigned. The injured casual employee's incident supervisor or IARR must ensure that the CA-1/CA-2 is completed in eSafety and transmitted to the hiring official at the hiring unit.

TRAVEL INFORMATION

When assigning overhead, travel arrangements should meet the date/time needed as requested on the resource order as closely as possible. If any travel delays are experienced, resource will notify the incident dispatch of the delay as soon as possible.

Eastern Area resources dispatched to incidents are normally expected to fly commercially. Exceptions to this will be documented as being fiscally efficient and safe, authorized by the incident, and relayed through official dispatch channels.

Rental cars for assignments must be authorized on the original request.

For federal resources, travel reservations should be made through the government contracted travel agency. State resources should use their agency's travel reservation procedures.

INCIDENT MANAGEMENT TEAMS (IMTS)

Incident Management Teams will be ordered by type using an Overhead Group Request in IROC.

NMAC Management of IMTs

NMAC is delegated authority to prioritize and direct the use of all team assignments for Complex Incident Management Teams (CIMTs), National Incident Management Organization (NIMO), and Area Command Teams as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. NMAC engagement in IMT management will occur according to direction contained herein.

When situations warrant (determined by NMAC), rationale is required by NMAC for assignment of Complex, NIMO, and Area Command Teams prior to mobilization.

To manage fatigue, promote mental health and well-being, and provide opportunities for CIMT members to attend to work and personal responsibilities, all IMTs will have 7 days of unavailability upon return from any assignment geographically or nationally (including preposition) of 7 days or more (exclusive of travel). (This applies to the IMT; individuals may have differing agency requirements.) During periods of elevated need, there may be a request by NMAC for earlier

availability. This will be determined and communicated as early as practicable and prior to the start of the team's unavailability period. A GA may extend a team's unavailability period for additional rest.

Interagency Incident Management Teams (IMTs)

Each GA is responsible for annual selection and rostering of CIMTs, developing an internal rotation schedule, and maintaining team availability commensurate with fire activity and mobilization guides as well as supporting national response needs. GAs will manage their CIMTs in accordance with the *National Interagency Standards for Resource Mobilization* and communicate with their NMAC liaison regularly on any changes or concerns.

Within their GA, CIMTs will be mobilized according to GA guidance, with the following exception: CIMTs ordered through NICC or prepositioned by NICC from the national rotation for staging within a GA will be prioritized for assignment to any new federal incident within that area or when a replacement team is needed within that area.

CIMTs will be requested through established ordering channels. When a GA cannot fill an CIMT order internally, the national rotation will be utilized. NMAC manages the national rotation and will direct changes to the management of geographic rotations based on preparedness levels and/or resource scarcity. NMAC, at any time, can direct a GA to utilize an out-of-area IMT. CIMTs will be mobilized nationally according to the call-out procedures from the national rotation managed by NICC.

The intent of CIM is to strive for continuous improvement. This includes leadership development and mentorship opportunities unique to each incident. Individual teams are expected to seek to improve their capacity and to request and provide assistance as needed.

The assignment length and unavailability period for IMTs is determined based on the Incident Commander's (IC) travel. Refer to Chapter 10 for specific information on IMT length of assignment and mandatory unavailability.

IMT Configurations - All

The Incident Commander positions on IMTs may only be filled by current agency employees.

It is recommended that the following positions also be filled by current agency employees:

- Finance/Admin. Section Chief
- Procurement Unit Leader
- Comp/Claims Unit Leader

Unless notified, trainees will be mobilized for incidents on federal lands.

Complex IMT Configuration

CIMTs are expected to be fully rostered when available. CIMTs will be considered unavailable for assignment if the IC or more than one Command & General (C&G) position is vacant.

All CIMT rosters shall follow the standard CIMT configuration:

- Master CIMT roster will consist of 44 qualified personnel and 6 team trainees, for a total of 50.

- The following 7 positions must be filled with Complex or Type 1 qualified C&G responders: Incident Commander, Public Information Officer, Safety Officer, Finance/Administration Section Chief, Logistics Section Chief, Operations Section Chief, and Planning Section Chief.
- The remaining 37 qualified positions and 6 trainee positions may be filled at the IC's discretion.
- A 50-position CIMT roster will be used when a CIMT is made available for assignment in IROC.

CIMT Mobilization Roster

Upon receiving an order, the mobilization roster will be finalized based upon incident complexity and will consist of the 50-position master roster, up to 26 additional qualified personnel, and up to an additional 14 trainee positions for up to 90 personnel.

The IC shall negotiate the mobilization roster configuration through communications with the ordering Agency Administrators (AA). This communication should include an overview of fire activity and resource availability geographically and nationally, to inform overhead and resource allocation, provided by a representative from the hosting GA. This representative may be one of the following:

- GA coordinating group or operations group representative.
- State/regional/equivalent-level Fire Management Officer (FMO) for the host agency.
- Geographic Area Coordination Center (GACC) CIMT Coordinator, if in place.

GA NMAC liaisons are encouraged to participate in roster discussions for awareness on challenges such as personnel availability and/or resource scarcity and to augment situational awareness from a national perspective.

CIMT Roster Negotiation

AAs will utilize the *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, to guide the negotiation discussion, specifically Part D: Functional Complexity.

- The RCA will inform complexity by functional area and assist in identifying additional Incident Command System (ICS) position needs. Based on this discussion, the AA and IC may negotiate up to an additional 26 qualified and 14 trainee CIMT positions necessary to manage the incident.
- Continued use of Wildland Fire Decision Support System (WFDSS) is equally important for those agencies who do so.
- Document the agreed upon mobilization roster in the delegation of authority, with guidance for how further scaling will be communicated and accomplished during the team's assignment.
- The additional negotiated positions will be immediately added to the roster for mobilization. ICs may provide names of qualified available personnel to fill these additional negotiated positions; these name requests will be honored.
- Hosting GA representative will notify the receiving GA of any position shortages.

- When a CIMT is ordered to preposition, ICs will negotiate any positions in addition to the master roster with the ordering GA coordinating group chair to determine the mobilization roster.
 - Rosters for NICC preposition orders will be negotiated between the IC and NICC CIMT Coordinator based on direction from NMAC.
- To support incident workforce development and succession, assignment of trainees is strongly encouraged. Up to 20 trainees may be initially mobilized with a CIMT, 6 on the master roster and an additional 14 through negotiations based on incident complexity.
 - AAs and ICs should negotiate the number and types of trainees; consideration should be given to trainees critical to CIMT succession and to trainees in positions that are chronically difficult to fill nationally.
 - ICs should utilize trainees in their trainee position, not in a position in which the individual is already qualified.
 - Assignment of regular agency employees (including full time state and local agency personnel) deploying as trainees should be given priority over all other Administratively Determined (AD) trainees.

CIMT	Qualified	Trainees	Total
Master Roster (Calendar Year)	44	6	50
Mobilization Negotiation (Incident Specific Needs)	Up to 26	Up to 14	Up to 40
Incident Total	Up to 70	Up to 20	Up to 90

Mobilization rosters in IROC will be closed at either 90 total positions or at the time of in-briefing. While it is recognized there may be incidents that require large numbers of overhead personnel for safe and effective management, additional personnel should be ordered based upon the specific incident needs rather than by increasing the CIMT roster beyond the approved configuration of 90 total personnel.

EA Interagency Standards for Resource Mobilization (EASRM)

EASTERN AREA INCIDENT MANAGEMENT TEAM

The Eastern Area Coordinating group (EACG) hosts 1 Eastern Area (EA) Complex Incident Management Team (CIMT). The team will be ordered through the Interagency Resource Ordering Capability (IROC) using Overhead group requests and filled with a master roster. Team members

are committed to the team and shall not accept miscellaneous overhead assignments (freelance), unless pre-approved by their Incident Commander (IC).

The Eastern Area Coordination Center (EACC) is responsible for coordination of the EA CIMT mobilizations. EACC will serve as the primary contact for the NICC for the status of the EA CIMT. The EA CIMT Operating Plans shall be updated annually and available through the Eastern Area Operations Working Team (EA OWT). EACC will retain a current copy of the team's current Operating Plans and post them to the EACC webpage.

EA COMPLEX INCIDENT MANAGEMENT TEAM GENERAL OPERATING GUIDELINES

Purpose and General Operating Guidelines

The mission of the Complex Incident Management Teams (CIMT) in the Eastern Area is to provide Agency Administrators with organized, highly skilled and qualified personnel to implement land management-based objectives on incidents, especially wildfires. All risk incidents will be supported as appropriate.

Firefighter and public safety will be the priority.

Eastern Area CIMT works for Agency Administrators as outlined in their delegation of authority. EA CIMT will apply the guidelines given in the current Interagency Standards for Fire and Fire Aviation Operations (Redbook) to ensure safe and effective management strategies and tactics.

Eastern Area Coordinating Group members or delegated representatives reserve the authority to attend in-briefs and closeouts as part of their authority and responsibility for managing the CIMT in the EA.

At the conclusion of each assignment, Incident Commanders will request written team evaluations from the agency administrator or Area Commander. A copy of the evaluation will be provided to the EA Operations Working Team Chair and the EA Team Coordinator upon return. EACC will be responsible for maintaining current and historical team records.

Team Oversight

The EA OWT provides oversight and management for the EA CIMT. Monitoring and evaluation of the teams will be completed by EACC, EA OWT, and EACG. The jurisdictional agency(s) will be responsible for initiating, monitoring, and evaluating team performance on specific incidents.

The CIMT will provide the OWT a copy of their final team roster.

Upon completion of all assignments, the IC will provide the following records to:

EA Team Coordinator:

Team evaluations by Agency Administrator or Area Commander.

EA Training Working Team:

- Summary status of assigned trainees.*

EA OWT Chair:

- *Team evaluations by Agency Administrator or Area Commander.*
- *Performance evaluations for team members that were rated exceptional or deficient in the performance of their position duties.*

The EA Team Coordinator will keep copies of the records for EACC and the EA OWT Chair will provide copies of the documents and required reports to EACG, as needed.

The IC will immediately address and document all position performance problems in conjunction with the appropriate Section Chief or incident work supervisor on the incident (Unit Leader, Division Supervisor, etc.). Issues related to the responsibility of the Human Resource Specialist will be referred to this position for resolution assistance. Copies of all deficient or needs improvement individual performance ratings will be provided to the EA OWT Chair upon return from each assignment. The IC/OWT/EACG will review the performance evaluation and take corrective action as it relates to CIMT membership, as necessary, prior to the next CIMT assignment.

Incidents involving employee conduct or ethics violations will be referred immediately to the employee's local agency administrator by the IC. The IC will notify the EACG agency representative to advise him/her that the issue has been directed to the employee's agency administrator. In addition, the IC will notify the EACC Center Manager about team performance issues.

IC's will provide the OWT with an annual report of CIMT members availability by the national rotation.

Team Member Qualifications, Recruitment and Selection

Eastern Area Complex Interagency Incident Management Team is managed by the Eastern Area Coordinating Group. Nominations to the Eastern Area Complex Incident Management Team are received annually, and memberships to the team is approved by the individual's supervisor, Incident Commanders, and the Eastern Area Operations Working Team. Membership to the CIMT will be according to the following priorities:

- 1. Agency employees (includes Federal, State, tribal employees) within the Eastern Geographic Area.*
- 2. Agency employees from outside the Eastern Area.*
- 3. Eastern Area Federal/State ADs.*
- 4. Out of Area ADs.*

No primary member of an Eastern Area CIMT will be on more than one CIMT.

Team recruitment notices will be issued annually by the EACG Chair. The EACG and EA OWT members, as well as the EA Team Coordinator, will be responsible for dissemination of team recruitment information within their respective agencies. The recruitment notice will be posted on the EACC webpage.

Length of commitment for Command and General Staff (C&G) positions will be one year. Length of commitment for all other team positions will be one year.

Candidates available for team selection will gain approval for participation from their supervisor, to include term of commitment period based upon position being sought.

The Operations Working Team will solicit applications for the Eastern Area CIMT Incident Commanders and Deputy Incident Commanders as vacancies occur, and at the beginning of a new three-year commitment cycle. In addition to the current selection process, the EACG may utilize interviews at the request of an EACG member for Incident Commanders.

Command and General Staff selections will be made at the recommendation of the EA OWT. Team selections will be at the recommendation of the C&G, in concurrence with the EA OWT.

EACG will approve or disapprove final recommendations for all vacancies. If a CIMT member cannot complete their period of team commitment, they will notify their respective agency EA OWT representative following notification to the IC. An evaluation of potential job-sharing or replacement will be conducted between the IC, and the EA OWT chair.

Recruitment and Selection Timetable

10/01 – Recruit for all regular rostered positions.

11/15 - Applications close for all rostered positions.

12/15 - Recommendations for C&G members to EACG from the EA OWT.

01/15 - EA OWT recommendations for all positions to EACG.

01/25 - Notification of selection for EA IMT members.

03/01 - IC or designee will submit the team selection list to the EA Team Coordinator. ICs or their designees (usually RESL or PSCC) will build initial team rosters in IROC.

EA CIMT National Rotation and Assignment

The 2024 EA CIMT is part of the national rotation list, found on the National Interagency Coordination Center website at: <https://www.nifc.gov/sites/default/files/NICC/3-Logistics/Overhead/IMT%20Rotation/2024-National%20Rotation-Master.pdf>

EA 2024 CIMT National Rotation Schedule

<i>January 22nd -28th</i>	<i>May 27th – June 2nd</i>
<i>August 12th - 18th</i>	<i>November 18th - 24th</i>

When a request for a CIMT is received during the core fire season in the EA and the team is not in national rotation, the EACG and/or the EACC Center Manager can work with the Incident Commander to verify availability of the EA CIMT.

EA CIMT availability during the off-season will be negotiated and mutually agreed upon between the IC and EACG.

EA CIMT will normally be provided 48 hours off between assignments or such time as required to adhere to work/rest guidelines. ICs may make their team unavailable for longer than the standard two days off following an assignment during busy seasons, after a particularly rigorous assignment, or for other reasons.

Tracking and Mobilization of IMTs Step 1: Roster Creation

- The IC or designee will confirm CIMT member availability and job share positions.*
- The IC or designee, in coordination with Section Chiefs, will fill vacancies with identified substitutions.*
- The IC or designee will make direct calls to individuals to fill vacancies. Assistance in filling vacancies is also available from local dispatch centers, EACC and the EA GATR.*
- Incident Commanders will ensure team rosters are complete when their CIMT is up on rotation.*

Completing the rosters when the CIMT receives an order is not acceptable.

- The ICs and the EACC Center Manager will determine if team rosters meet minimum requirements for mobilization.*

Step 2: Getting an Order

Notification to EACC of potential Order

- EACC notifies IC, GATR and Dispatch Centers/Center Managers of potential CIMT order. The ICs and Dispatch Centers/Center Managers MAY implement internal “Phone Trees” and contacts based on “Potential Order”.*
- The IC emphasizes that order is “potential” and no action is taken until “official” order is received.*
- NO mobilization actions occur. No phone calls to Dispatch Centers by CIMT members should occur.*
- The IC or team designee needs to ensure that the roster is final for EACC to fill the IROC order.*

Official Order received by EACC

- EACC will notify the IC of a placed order for an CIMT.*
- The IC will contact the host agency official and coordinate a reasonable needed date and time and agree upon mode of travel, report to location (in brief), and authorizations: Rental, POV, AOV, laptop, cellphone, etc.*
- The IC or the host dispatch center will advise EACC what has been authorized and approved and the name and contact information for the hosting Agency Administrator.*
- EACC will fill the pending IROC overhead team resource order with the final approved team roster. The subordinate requests will be pushed to the CIMT resource’s dispatch centers to be filled.*

- *EACC will place requests for team vacancies with Eastern Area dispatch centers prior to placing them up to NICC.*
- *Once the CIMT has been in-briefed and the hosting dispatch center is ready, EACC will set the IROC team overhead request as completed so team resource order ownership will be shifted to the hosting dispatch center.*

Step 3: Team Travel

- *All travel will be done in close coordination with team members home Dispatch Centers. Team-members will notify their home Dispatch Centers of their travel plans prior to departing if their dispatch has not played a role in making travel arrangements for them. This includes vehicle IDs, ETD, ETA, RON locations. While en route to incidents, team members will maintain contact, as necessary, with home dispatch centers to confirm request numbers and/or relay updated information or changes.*
- *Work/rest ratios will be followed by individual team members and will be documented in the team's SOPs.*
- *Team C&G may commence travel before an official order is received at EACC, per approval by the IC.*
- *Non-C&G team members require verbal approval from the IC to travel before receipt of an official order.*
- *Receiving unit is responsible for the return travel.*

CIMT Configuration

When an CIMT is in place in the Eastern Area, every effort will be made to utilize trainees from the EA Priority Trainee (PT) list.

CIMT master rosters will consist of 44 qualified personnel (7 of whom comprise the Command and General Staff positions) and 6 team trainees (50 total). Upon order, Incident Commanders (ICs) and Agency Administrators will utilize the NWCG Wildland Fire Risk and Complexity Assessment (RCA), PMS 236 to inform negotiation for up to an additional 26 qualified and 14 trainee positions based on the incident's unique needs (up to 70 total qualified and 20 total trainees). When an IMT is mobilizing to an incident outside of their GACC, the GATR from the hosting GACC will work with the sending GATR to identify the 8 Geographic Area priority trainees that will be assigned to the IMT to achieve immediate IMT needs, provide valuable trainee opportunities and to support IMT succession planning.

With the approval of the IC and their Section Chief, CIMT pool trainees are available for miscellaneous overhead assignments that provide equivalent experience at the specified trainee level.

Trainees are not permanent team members. Upon fulfilling the on-the-job requirements of their positions, an assignment trainee has completed their time with the team and a new trainee will be assigned. The newly qualified individual may be assigned to an existing CIMT vacancy for the remainder of that season and will be required to apply for that position for the subsequent season.

Documentation of all trainee/mentored assignments will be completed prior to incident demobilization and will include Position Task Books and a formal performance rating. The IC is responsible for assuring that all performance is documented, and copies of all pertinent information is forwarded to the employee's home unit.

Job Sharing

Job sharing of primary team positions has been adopted by EA to facilitate individual work commitments while maintaining team availability and continuity.

Job sharing will be identified on the individual's application and will be considered by the EA OWT in the normal team selection process.

Job share individuals will be identified as such on the team master roster.

Incident Commander Input to Eastern Area Coordination Group

The ICs are encouraged to attend and participate in all EACG and EA OWT meetings and conference calls.

Availability

C&G are responsible for maintaining close communications with their local dispatch centers during team availability periods.

All team members must regularly update and maintain their availability in IROC with their local dispatch centers. Members must maintain the status of "available local".

The IC will review any primary individual who is unavailable for more than two on call rotation periods that have not been approved in advance by the IC. Recommendations resulting from these reviews will be forwarded to the EA OWT Chair.

Notification of any unavailability during on call periods must be made as far in advance as possible to Section Chiefs or designees. EA CIMT members will make unavailability notification, via electronic mail or phone call to their local Dispatch Center and their Section Chief prior to the next on call period. Unavailability notification must include their name, unavailability dates, and the reason for unavailability.

Eastern Area Out of GACC CIMT Application Policy

Eastern Area resources must apply to the EA CIMT before they will be approved for other Geographic Area teams, especially in critical shortage areas such as finance, logistics and aviation. Under guidance from the National Multi-Agency Coordinating Group (NMAC), notification of all out-of-EA IMT applications must be sent to the attention of the EACC at: wieacc@firenet.gov. EACC will consolidate the list of EA applicants applying for out of EA IMT positions and forward to the EA Operations Working Team (EA OWT) for review and concurrence. After concurrence from the EA OWT, EACC will forward the list of applicants to the appropriate GACC. For applicants that do not receive concurrence the EA OWT chair will contact the respective EACG representative for the individual for the agency to work to resolve the situation. The out of area CIMT's will notify the candidate upon application acceptance.

CIMT National Rotation Process

For 2024, all interagency CIMTs are included in the national rotation. Additional teams (such as state or local teams) may choose to participate and will be integrated appropriately with NMAC coordination.

- GACCs will ensure their respective CIMTs available for the national rotation are rostered in IROC.
- The national rotation list rotates every seven (7) days.
- The list will identify availability based on the GA, which will determine which of their teams fills the order based on availability and internal rotations. Each GA will receive a number of places in the national rotation based on the number of CIMTs they host (i.e., a GA with 3 teams receives 3 places in the national rotation).
- Between January and April and October and December, the national rotation list will include two (2) available CIMTs each week, identified by the GA for a 7-day period.

<i>SAMPLE</i>	1 st Out	2 nd Out
January 1 – 7	GA 1	GA 2
January 8 – 14	GA 3	GA 4

- IMT rosters may differ from peak season rosters; ad hoc CIMT rosters are acceptable.
- If additional teams are needed beyond the two in rotation, the requesting GA will follow established ordering channels by placing an order to NICC. The NICC will coordinate with the Geographic Areas to fill based on closest forces.
- Between May and September, the national rotation list will include a minimum of four (4) available CIMTs each week, identified by the GA for a 7-day period.

<i>SAMPLE</i>	1 st Out	2 nd Out	3 rd Out	4 th Out
April 29 – May 5	GA 1	GA 2	GA 3	GA 4
May 6 – 12	GA 5	GA 6	GA 1	GA 3

- If all four teams are mobilized, the next four GAs will be notified and asked to begin their 7-day availability period immediately.
- GAs are responsible for managing their CIMT rotations and assignments to equitably spread assignments across teams.
 - Historical data suggests a median of 3 assignments per calendar year per CIMT is an optimal goal for NMAC and GAs to manage towards.
- At any time, NMAC may adjust the number of available CIMTs in the national rotation to meet demands.
- Teams will be requested in order of the national rotation, provided they can meet the date and time needed. GAs must return a resource order as Unable to Fill (UTF) if no eligible CIMT can meet the date and time needed.
- CIMTs remain on-call for the national rotation for a maximum of 7 days.
- GAs unable to provide an CIMT when ordered for assignment from the national rotation list will be listed as unavailable on the national rotation.

- If the IC determines that the CIMT is underprepared for the incident due to experience or comfort levels of the C&G due to incident complexity, they may maintain their place in the national rotation without penalty and the next available CIMT will be requested.
- Prepositioned/staged CIMTs will be considered part of the rotation and will be the first utilized.
 - CIMTs on GACC preposition will be first within the GACC.
 - CIMTs on NICC preposition will be first nationally.
 - Hosting units will not hold prepositioned/staged CIMTs longer than 7 days.
 - Preposition will count as an assignment when assigned 96 hours or longer from the date and time needed.
- A CIMT's first assignment, either internally or from the national rotation, will move them to Round 2 of the national rotation. Their second assignment will move them to Round 3.
 - Reassignment of a committed CIMT prior to demobilization will be counted as a single assignment within the round they were mobilized.
 - Teams mobilized in the previous calendar year and whose assignment extends into the new calendar year will not be shown as assigned in the new calendar year.
 - If a CIMT is ordered but canceled, unassigned, or released within 72 hours, it will return to its position on the national rotation.
- A rotation round ends when all available CIMTs have been exercised or are unavailable.
- The GA will coordinate with NICC before reassigning an out-of-area CIMT to another incident.
- CIMT extensions can be requested through existing approval processes.
- The CIMT current national rotation list and assignment history is maintained throughout the calendar year at: <https://www.nifc.gov/nicc/logistics/overhead>.

Regardless of Preparedness Level, NMAC retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. This also includes the authority to amend the national rotation or proceeding to the next round, as necessary.

NICC CIMT Coordinator

The NICC CIMT Coordinator will manage the national rotation list and serve as the NMAC CIMT Coordinator when this NMAC support function is activated. The CIMT Coordinator is responsible for communications with the GAs and ICs to ensure transparency in the process and clarity of guidelines.

NICC CIMT Coordinator: (208) 207-2859

NMAC CIMT Coordination Support

When there is increased fire activity in multiple GAs and high demand and limited availability of IMTs, it is necessary to manage assignment of these critical resources nationally. NMAC will activate the NMAC CIMT Coordinator who will gather intelligence and make recommendations to NMAC on the allocation of these critical resources. The follow standard practices will apply when this role is activated:

- All requests (including extension requests) for CIMTs and NIMO IMTs must be approved by the NMAC. This applies to all assignments, internal and external to the GA.
- For emerging incidents posing an imminent threat, internal IMTs (including those on preposition) can be mobilized immediately if the following criteria are met:
 - The incident is new, emerging, and/or the situation has changed dramatically.
 - The consequences of any delay in mobilization are clearly articulable and include a likelihood of life-threatening situations and/or real property damage.
 - An internal CIMT is available to be mobilized immediately. An internal resource would include resources on GA preposition but not those on a national preposition.
 - Notification to the NMAC liaison for the geographic area and the NICC is required at the time an immediate threat mobilization is proposed. NMAC will provide a decision as soon as possible regardless of time of day or NMAC meeting schedule. This decision will be promptly communicated through the GA's NMAC liaison and the coordination system.

CIMT Assignment to All-Hazard Incidents

The primary mission of CIMTs is wildfire incident management. IMTs may respond to all-hazard incidents under the following guidelines:

- Planned events should be managed internally by the respective agency.
- The planned length of assignment should not exceed fourteen (14) days without negotiated approval from the sending geographic area and NICC. A FEMA mobilization under the NRF will be accomplished according to the national call-out procedures. The standard length of assignment of fourteen (14) days may be extended up to thirty (30) days after negotiated approval between the IC, Regional ESF #4 Coordinator and FEMA. Base hours for federal employees, in most cases, are not reimbursed by FEMA. Overtime, premium pay, and travel expenses may be paid by FEMA.

NIMO Teams

There are four (4) National Incident Management Organization (NIMO) Teams. NIMO configuration may be negotiated by NMAC, the NIMO Coordinator, NIMO Incident Commander, and the requesting unit, up to the maximum number of positions. To increase personnel capacity and capability, trainees, apprentices, and/or technical specialists may be ordered for any or all positions. NIMO rosters will be held by NICC. Timely communication about availability will be provided to NICC by the NIMO Coordinator.

Area Command Team

Orders for Area Command Teams will be placed through established ordering channels using an Overhead Group Request to NICC. Area Command Teams are comprised of six (6) positions: four (4) specific and two (2) trainees, which are the following:

- Area Commander (ACDR)
- Assistant Area Commander, Planning (ACPC)
- Assistant Area Commander, Logistics (ACLC)
- Area Command Aviation Coordinator (ACAC)

- Area Command trainees (2 each)

The Area Commander position may only be filled by a current agency employee.

Depending on the complexity of the interface between the incidents, specialists in other areas such as aviation, safety, information, long-term fire planning, or risk planning may also be assigned.

All-Hazard Incident Management Teams

Many States, local jurisdictions, and federal agencies have developed All-Hazard IMTs. These IMTs are often sponsored or administered by a state or local emergency management agency and may be qualified at the Type 2 or Type 3 level (based on the FEMA National Qualification System or other recognized qualification system). Many All-Hazard IMTs are comprised of a combination of wildland fire and other response personnel. Several All-Hazard IMTs are capable of interstate response; others are limited to their State or local area.

All-Hazard IMTs which are available through a Cooperative Fire Protection Agreement can be mobilized through the wildland fire mobilization system. Some of these IMTs can be ordered directly through IROC as an Overhead Group Request; “AHMT – Team, All-Hazard,” while others will need to have team or individual member information entered at the time of mobilization. Forest Service Regional ESF #4 Coordinators are the primary wildland fire point of contact for State and local All-Hazard IMTs.

Incident Support Teams

Teams will be ordered using an Overhead Group Request in IROC. Overhead requests for specialized team members of non-standard teams, such as After-Action-Review teams, will be placed as Technical Specialist (THSP).

INTERAGENCY BUYING TEAMS (BUYT)

The primary mission of a BUYT is to support the local administrative staff with incident acquisition. BUYTs are ordered by the incident host agency and report to the Agency Administrator or other designated incident agency personnel.

Additional information on BUYT, including responsibilities and coordination, can be found in the following:

- *NWCG Standards for Incident Business Management, PMS 902:*
<https://www.nwcg.gov/sites/default/files/publications/pms902.pdf>
- *National Interagency Buying Team Guide:*
<https://www.nwcg.gov/committees/incident-business-committee>

BUYT Configuration

National Interagency BUYTs are comprised of a leader and six (6) team members. One (1) of the six (6) members may be assigned as an assistant or deputy leader. In addition to the seven (7) member team, personnel from the incident host agency or alternate Buying Team members may be added as needed, to supplement the primary team. Two (2) members of the team must be Contracting Officers. National Interagency BUYTs will consist of the following positions:

- Two (2) qualified procurement personnel.

- Four (4) personnel support positions.
- One (1) procurement or leader trainee.

Geographic Interagency BUYT's can range in personnel from three (3) to five (5) members, one member shall have delegated procurement authority, i.e., warrant.

- One (1) qualified procurement personnel.
- Two to three (2-3) personnel support positions.
- One (1) trainee.

EA Interagency Standards for Resource Mobilization (EAISRM)

EASTERN AREA BUYING TEAMS

The Eastern Area Coordinating Group sponsors one National Interagency Buying Team. EACC is responsible for management of team rosters.

EACC leaders (BUYLs) for 2024 is:

- *Karie Linn, FS WO-PPS IPO At Incident Management Support, WI-WIC*

BUYT Mobilization

Interagency BUYTs will be mobilized according to the national call-out procedures from the Interagency BUYT Rotation managed by NICC. Orders for BUYTs will be placed through established ordering channels using an Overhead Group Request; "BUYT – Team, Buying."

To the extent possible, each Geographic Area should train and make available a minimum of one BUYT that is available for national dispatch.

Geographic Areas will internally mobilize their National or Geographic Area Buying Teams, or ad hoc Buying Teams before requesting a National or Geographic Area Interagency Buying Team from NICC. Requests for Buying Teams will specify National or Geographic Area team in the "Special Needs" of the request. National and Geographic Area BUYTs are mobilized according to national call-out procedures.

BUYTs Rotation Process

- BUYTs will remain on-call for a maximum fourteen (14) days.
- At the time (clock hour and day of week) a BUYT from the BUYT Rotation list is requested, the next eligible BUYT in rotation will be notified and will remain in call status for the next fourteen (14) day period. The next two (2) BUYTs in rotation will also be notified of the schedule change.
- Geographic Areas unable to provide a BUYT when ordered for a national assignment will be listed as unavailable on the BUYT Rotation and will not be considered until the designated Geographic Area slot rotates into position again.
- Geographic Areas with more than one (1) BUYT may decide which "eligible" team responds to a national call. Geographic Areas must pass if no "eligible" BUYT can meet the needed date/time of the request.
- BUYTs will be considered unavailable for a national assignment if more than two (2) procurement or support positions are to be filled with a substitute.

NMAC retains the authority to adjust the BUYT Rotation list when necessary to achieve team experience objectives or for other reasons.

The national rotation and current assignment history can be found at:

<https://www.nifc.gov/nicc/logistics/overhead>

PAYMENT TEAMS

National Park Service Payment Teams are no longer ordered on a rotational basis.

Before a Payment Team is ordered to audit and process DOI incident invoices, the ordering unit should contact one of the individuals listed below:

Julie Bennett	(775) 315-0465	julie_bennett@nps.gov
Stephanie Auten	(806) 275-0538	stephanie_auten@nps.gov

Once the configuration of the team is determined, requests for Payment Teams will be placed through established ordering channels using an Overhead Group Request; “PAYT – Team, Payment.” Payment team leaders and members will be ordered by the jurisdictional unit as THSPs.

REMOTE INCIDENT SUPPORT TEAM (RIST)

The Remote Incident Support Team uses remote and virtual ICS qualified personnel to supplement incident management teams, local units, dispatch centers, multi-agency coordination groups, and/or coordination centers when onsite personnel are limited. Support priority is provided to Type 3 IMTs but assistance to higher complexity incidents, units, or organizations will be provided based on need and capacity of the RIST. Incident support is focused on Planning, Situation, Finance, Public Information, and Expanded Dispatch functional areas. RIST support is limited to wildland fire only; All hazard and non-wildland fire situations are currently not supported.

As fire activity increases, virtual or remote RIST support personnel are placed onto a National or Geographic Area resource order in a call-when-needed status. Resources charge time worked to incident codes but may occasionally utilize a national/geographic support code depending on arrangements established with each geographic area. Personnel may transition to a full-time work schedule and may be supporting multiple incidents. Support is available year-round with increased capacity during the months of May through October. In-season incident support begins immediately upon request while out-season support may have increased mobilization time depending on resource availability.

Program Management

The RIST is overseen by a permanent Remote Incident Support Organization comprised of a Program Manager and Deputy Program Manager. This organization works closely with the NICC, Geographic Areas, Incident Management Teams, and local units to develop and refine RIST Operations.

RIST Configuration

The RIST is a flexible organization that expands, and contracts based on fire activity and resource need nationally. The following leadership and support positions are mobilized during periods of increased activity:

RIST Coordinator (RISC) – The RISC position is typically filled by a member of the permanent RIS Organization. This individual directs RIST Operations, ensuring that RIST personnel have what they need to be successful. They are often the initial point of contact for IMTs, Local Units and Coordination Centers requesting RIST Support. As fire activity increases, a deputy RISC may be utilized to assist with internal RIST Operations and communication.

RIST Leaders (RISLs): RISLs work closely with remote/virtual support specialists to implement incident support within their functional area. RISLs also provide supervision to support staff. RISLs will be brought onto the RIST resource order as incident needs arise. Current RISL positions include:

- Planning RISL
 - Recommended RISL Quals: PSCC, PSC1, PSC2, PSC3, or RESL
 - Supervises the following Remote/Virtual Support Positions:
 - PSC, RESL, SCKN, DMOB, DOCL, TNSP, HRSP
- Situation RISL
 - Recommended RISL Quals: PSCC, PSC1, PSC2, PSC3, SITL, or GISS
 - Supervises the following Remote/Virtual Support Positions:
 - SITL, GISS
- Finance RISL
 - Recommended RISL Quals: FSCC, FSC1, FSC2, FSC3, TIME, or PROC
 - Supervises the following Remote/Virtual Support Positions:
 - PTRC, EQTR, COMP, PROC, COST
- Information RISL
 - Recommended RISL Quals: PIOC, PIO1, PIO2, or PIO3
 - Supervises the following Remote/Virtual Support Positions:
 - PIOF, THSP-ASL, THSP-CART
- Expanded Dispatch RISL
 - Recommended RISL Quals: CORD, or EDSP
 - Supervises the following Remote/Virtual Support Positions:
 - EDSP, EDSO, EDRC, ORDM

Functional Area Support Positions (As Needed) – Any ICS qualification can mobilize into the RIST provided the position falls within the RIST scope of work and can effectively provide support in a remote or virtual capacity.

Requesting RIST Support

To request support from the RIST, call the RIST Coordinator number to discuss the incident support type, duration, and contact information. Resources are encouraged not to place an order through a dispatch center, as RIST personnel are already on resource orders. RIST Coordinators will communicate with the local dispatch center to ensure all are informed.

RIST Coordinator: (480) 608-2175

Additional support information and communication products are found at: <https://linktr.ee/ristinfo>.

BURNED AREA EMERGENCY RESPONSE TEAM (BAER)

All wildland fire management agencies are responsible for taking immediate and effective post wildfire site and resource stabilization actions designed to protect life and property and prevent further natural and cultural resource degradation while ensuring all environmental and legal mandates are met. BAER teams are an integral part of wildfire incidents.

Department of Interior (DOI) BAER

The DOI maintains one National BAER Team to assist field units plans for complex post-fire emergency stabilization. The National BAER Team is scalable in long and short configurations. The full National BAER Team is dispatched to more difficult incidents involving extreme risks to human life and critical federal assets. Potential floods, mud and debris flows, watershed/municipal water supplies, urban interface, and complex and/or multiple jurisdictions are the dispatch prioritization criteria factored into the mobilization decision. Less complex incidents will use local, regional, interagency, and contracted ad hoc BAER teams. Bureau coordinators maintain rosters of BAER personnel for less complex incidents.

DOI National BAER Team Configuration

The initial call-out of the DOI National BAER Team may consist of the following thirteen (13) positions:

- BAER Team Leader
- Deputy BAER Team Leader
- BAER Environmental Specialist
- BAER Documentation Specialist
- BAER Geographic Information Specialist (GIS) x 2
- BAER Hydrologist
- BAER Soil Scientist
- BAER Geologist
- BAER Biologist
- BAER Forester
- BAER Cultural Resource Specialist
- BAER Botanist

DOI Burned Area Emergency Response Team Mobilization Process

The ordering unit must contact their agency Regional/State BAER Coordinator before placing an order for the National BAER team.

During National Preparedness Levels 1-3, the ordering unit's Agency Administrator will coordinate any potential full National BAER Team assignment with the concurrence of the agency National BAER Coordinator and the National Interagency BAER Team Leader, after contacting their agency regional/state BAER coordinator.

During National Preparedness Levels 4-5, full National BAER Team assignments will be coordinated through the National BAER Coordinators with the concurrence of NMAC, after contacting their agency regional/state BAER coordinator.

NICC will notify the National BAER Coordinator-in-charge for any National BAER Team call-out (in order of contact):

FWS	Lou Ballard	(208) 387-5584	lou_ballard@fws.gov
NPS	Jennifer Gibson	(458) 231-4342	jennifer_gibson@npd.gov
BIA	Cameron Paulk	(406) 672-0112	cameron.paulk@bia.gov
BLM	Jake Ferguson	(208) 373-4084	jferguson@blm.gov

National Interagency BAER Team resources are mobilized through established ordering channels in IROC using an Overhead Group Request, “BAER – Team, Burned Area Emergency Response.” The core strategic full national team will consist of thirteen positions and is organized per a National Standard Operating Guide. Dispatch of the full national team will be coordinated using Team Dispatch Prioritization criteria in consultation with the national coordinators. The National BAER Team is scalable in long and short configurations and may also be ordered as command and general staff or ordered as individual resources.

USDA Forest Service BAER

The USDA Forest Service (FS) maintains BAER teams at the local units. BAER personnel are dispatched at the local unit.

NATIONAL FIRE PREVENTION AND EDUCATION TEAMS (NFPET)

The mission of National Fire Prevention and Education Teams (NFPETs) is to provide unit and agency managers with skilled and mobile personnel which have the ability to supplement or enhance ongoing local wildfire prevention and education activities, where hazard or risk is, or is expected to be, elevated above normal.

Ordering NFPETs for normal, routine, or project work should be discouraged.

Teams are available to support units on-site as well as virtually. Depending on the needs of the ordering unit, some team members may work virtually in support of the team that is on-site.

Teams are highly effective in their ability to reduce unwanted human-caused wildland ignitions and are equipped to rapidly complete on-site prevention assessments and plans, initiate implementation of such plans, and to begin immediate prevention and education activities.

NFPET Configuration

A basic team is composed of three (3) personnel with these minimum qualifications:

- PETL – Fire Prevention Education Team Leader
- PETM – Fire Prevention Education Team Member
- PIO2 – Public Information Officer Type 2

Actual team composition may include additional support positions, as determined jointly by the team leader and the ordering unit, on a case-by-case basis, based on the team’s anticipated tasking.

The assignment of PETL and PETM trainees is encouraged. If the use of trainees is authorized by the ordering unit, priority for assignment is to be given to trainees selected by the team’s NFPET

Geographic Area Coordinator or the ordering unit's Geographic Area priority trainee program, where applicable.

Requests for National Fire Prevention and Education Teams will be placed through established ordering channels in IROC using an Overhead Group Request; "FPET – Team, Fire Prevention/Education."

The NFPET Geographic Area Coordinators listed below will work with Geographic Area Coordination Centers to fill team orders.

NFPET Coordinators

Geographic Area	Geographic Area Coordinator	Alternate
Great Basin	Dennis Fiore Phone: (971) 420-7050 dennis.fiore@usda.gov	Jennifer Hansen Phone: (435) 289-8966 jehansen@blm.gov
Eastern	Raymond Parrish Cell: (414) 323-0859 raymond.j.parrish@usda.gov	N/A
Northern Rockies	Chris Johnson Phone: (406) 529-7751 christopher.johnson5@usda.gov	N/A
Northwest and Alaska	Jacob Gear Phone: (541) 589-4669 jacob.gear@usda.gov	Stacy Long Phone: (541) 410-5311 stacy.lacey@usda.gov
California	Joe Labak Phone: (951) 202-0627 joseph.labak@usda.gov	Barbara Geringer-Frazier Phone: 202-577-4827 Barbara.geringer-frazier@usda.gov
Rocky Mountain	James White Phone: (970) 420-2726 james.a.white@usda.gov	Sam Strain Phone: (224) 622-1492 samuel.strain@usda.gov
Southern	E.J. Bunzendahl Phone: (859) 556-2347 elizabeth.bunzendahl@usda.gov	N/A

Southwest	Matthew Engbring Phone: (928) 326-3753 matthew.engbring@usda.gov	Francisco Salazar Phone: (505) 842-3897 Alternate: (505) 239-2668 francisco.Salazar@usda.gov
National	Zach Ellinger Phone: (503) 798-5499 zellinger@blm.gov	Stacey Grimes Phone: 503-307-2256 stacey.grimes@usda.gov

COMMUNITY MITIGATION ASSISTANCE TEAMS (CMAT)

Community Mitigation Assistance Teams help communities build sustainable local capacity for wildfire mitigation. This can be accomplished during high fire risk periods before, during or after a wildfire when awareness of the need for risk reduction and the likelihood of action is highest.

The team works collaboratively with community partnerships to address immediate and long – term wildfire risk challenges and integrates community fire adaption and resilient landscapes concepts outlined in the *National Cohesive Wildfire Management Strategy* found at:

<https://www.forestsandrangelands.gov/strategy/thestrategy.shtml>

CMAT Configuration

- Teams number 3 to 8 people depending on community need and deployment training opportunities.
- Teams are comprised of a team lead, mitigation specialists and may include trainees. Additional support positions may be required and will be jointly determined by the team lead and the ordering unit.
- Team members represent federal, state, local government and non-government partners who specialize in effective community wildfire risk reduction.
- Team members are name requested as THSP - CMAT through established ordering channels.

Requesting a CMAT

To request a CMAT, complete the request form found on the USDA Forest Service, Community Mitigation Assistance Team website located at:

<https://www.fs.usda.gov/managing-land/fire/cmat>

FIRE AND AVIATION SAFETY TEAM (FAST)

Fire and Aviation Safety Teams assist Agency Administrators during periods of high fire activity by assessing policy, rules, regulations, and management oversight relating to operational issues. They can also provide the following:

- Guidance to ensure fire and aviation programs are conducted safely.
- Assist with providing immediate corrective actions.
- Review compliance with Occupational Safety and Health Administration (OSHA) abatement plans, reports, reviews, and evaluations.
- Review compliance with Interagency Standards for Fire and Fire Aviation Operations.

FASTs can be requested through the GACC to conduct reviews at the state/regional and local level. If a more comprehensive review is required, a national FAST can be ordered through NICC.

FASTs will be chartered by their respective Geographic Area Coordinating Group (GACG), with a delegation of authority, and report back to the GACG.

FAST reports include an executive summary, purpose, objectives, methods and procedures, findings, recommendations, follow-up actions (immediate, long-term, and national issues), and a letter delegating authority for the review. FAST reports should be submitted to the GACG, with a copy to the Federal Fire and Aviation Safety Team (FFAST) Chair within thirty days.

FAST Configuration

FASTs include a Team Leader, who is either an Agency Administrator or Fire Program Lead with previous experience as a FAST member; a Safety and Health Manager; and other individuals with a mix of skills from Fire and Aviation Management.

FAST Mobilization Process

FASTs are requested through established ordering channels to the GACCs, for reviews at the local, State/Regional or Geographic Area level. If a more comprehensive review is required, a National FAST can be ordered through NICC. FASTs are ordered using an Overhead Group Request; “FAST – Team, Fire and Aviation Safety.”

AVIATION SAFETY AND TECHNICAL ASSISTANCE TEAM (ASTAT)

ASTATs enhance safe, efficient, and effective aviation operations. An ASTAT provides assistance to unit and aviation managers, flight crews, and incident management teams for increasing, ongoing or decreasing incident aviation activity.

ASTATs assist and review helicopter and/or fixed-wing operations on wildland fires. During high levels of aviation activity, it is advisable to request an ASTAT.

ASTATs receive an assignment briefing with management concerns and/or issues identified in a letter delegating authority, which establishes the roles of the team and its expectations. The teams will provide daily feedback to the person(s) identified in the delegation of authority. Teams will conduct an exit briefing and will provide a written report prior to demobilization.

If an ASTAT cannot be filled internally, the request may be placed with NICC through established ordering channels using individual overhead requests.

ASTAT Configuration

The following configuration, or a similar combination of positions based upon the needs of the ordering unit, will be used when ordering an ASTAT.

- THSP – Aviation Safety Manager
- THSP – Operations Specialist (helicopter and/or fixed-wing)
- THSP – Pilot Inspector
- THSP – Maintenance Inspector (optional)
- THSP – Avionics Maintenance Inspector (optional)
- ACDP – Aircraft Dispatcher (optional)

SERIOUS ACCIDENT INVESTIGATION TEAMS (SAIT)

SAITs are mobilized to investigate serious wildland fire accidents. Serious wildland fire accidents are defined in the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members will be placed using individual overhead requests.

Normal SAIT Configuration is as follows:

- THSP – Team Leader
- THSP – Chief Investigator
- THSP – Advisor/Safety Manager
- THSP – Interagency Representative
- THSP – Subject Matter Expert (experienced in specialized occupation)
- THSP– Public Affairs Officer

CHAPTER 30 CREWS

CREW STANDARDS FOR NATIONAL MOBILIZATION

Crews will be ordered by a standard type. Three (3) types exist for National or interagency assignments. They are Type 1, Type 2 and Type 2 with IA (initial attack) capability.

For a detailed description of minimum crew standards see *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*:

<https://www.nifc.gov/standards/guides/red-book>

TYPE 1 INTERAGENCY HOTSHOT CREWS (IHCS)

IHCs require appropriate federal or State agency sponsorship and a recommendation by their respective Geographic Area Coordinating Group for inclusion into the national interagency mobilization system. NICC will maintain availability status of Type 1 IHCs but will not recognize internal Geographic Area rotations of these crews.

Type 1 IHCs attempting to transport chain saws on other than NIFC contract jets should be prepared to ship their chain saws via an alternative method should loading be refused. Type 1 IHCs normally come equipped with hand tools. There may be occasions when Type 1 IHCs transported by air do not arrive with hand tools. If tools are needed, they should be ordered separately as supply items.

When Type 1 IHCs are transported by aircraft, the receiving unit should be prepared to provide the following:

- Crew transportation.
- Vehicle to transport saws, fuel, and hand tools separate from crew transportation.
- Firing equipment (minimum two cases of fuses).
- Chain saws (four kits).
- Saw fuel (ten gallons, unmixed).
- Bar oil (five gallons).

Interagency Hotshot Crews (IHC) meet or exceed all standards found in the *Standards for Interagency Hotshot Crew Operations (SIHCO)*.

<https://www.nifc.gov/sites/default/files/standards/SIHCO.pdf>

For a complete list of all Type 1 Interagency Hotshot Crews refer to:

<https://www.fs.usda.gov/science-technology/fire/people/ihc>

Interagency Hotshot Crews as T2IA, T2 or Suppression Modules

When Interagency Hotshot Crews fall below the level identified in the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)* they may still be dispatched as a T2IA, T2 Crew or Suppression Module provided they meet the standards for the lesser qualification. The active crew qualification in IROC should reflect the standard (T1, T2IA or T2) the crew meets. Do not

create a new crew resource item with the other qualification(s), update the active qualification appropriately. When an IHC falls below the crew standards, an Overhead Group - Suppression Module resource item should be created in IROC.

Crew Qualification and Operational Naming Conventions will reflect according to standard:

- CRW1 – Kern Valley IHC
- CR2I – Kern Valley IHC
- CRW2 – Kern Valley IHC

Suppression Module Qualification (Overhead Group) and Operational Naming Convention:

- SMOD – Kern Valley IHC

EA Interagency Standards for Resource Mobilization (EASRM)

The Eastern Area has one Type 1 Hotshot Crew, the Midewin Interagency Hotshot Crew, which is hosted by the Midewin National Tallgrass Prairie, IL-MPF.

TYPE 2 AND TYPE 2 IA CREWS

Crews will be ordered as Type 2 or Type 2 IA. Standard crew size is twenty (20) people maximum and eighteen (18) people minimum (including Crew Boss and trainees). In addition to the Type 2 minimum standards, Type 2 IA Crews can be broken up into squads and have three (3) qualified sawyers.

Type 2 and Type 2 IA Crews may or may not come equipped with hand tools and chain saws. Crews attempting to transport chain saws on other than NIFC contract jets should be prepared to ship their chain saws via an alternative method should loading be refused.

All equipment will be inspected and weighed at time of mobilization to ensure adherence to safe transportation procedures.

Units sending Type 2 and Type 2 IA Crews will determine the ratio of crews to Crew Representatives (CREP) needed for a given assignment. Depending on the assignment, ratios of 1:1 to 1:4 may be appropriate. These responsibilities can be met by an Interagency Resource Representative (IARR) as well.

A CREP assigned to Type 2 or Type 2 IA Crew will remain with the crew from the initial dispatch until the crew is released to home unit. CREPs are not required for agency regular crews.

All crew personnel mobilized and demobilized outside the local unit through NICC will be identified on a crew manifest form. Crew weights will be manifested separate from personal gear and equipment weights. The crew supervisor or CREP will ensure compliance with weight limitations.

US FOREST SERVICE CONTRACTED CREWS**Type 2IA Crews**

NIFC Forest Service has contracted nationally for T-2IA Crews (National Contract Resources (NCR)). National Contract Resources are hosted by local units (Host Unit Coordination Centers (HUCC)) which are contractually required to utilize dispatch priorities when mobilizing crews, as outlined in section C.7 of the National Type-2IA Firefighter Crew Contract.

For copies of the T-2IA NCR Contract contact:

U.S. Forest Service, Contracting
National Interagency Fire Center
3833 S. Development Avenue
Boise, Idaho 83705-5354
Phone: (208) 387-5665

Type 2 Crews

NIFC Forest Service has contracted nationally for Type 2 Crews. NICC is the sole provider for USFS Contracted Type 2 crews. Type 2 Crews are assigned based on a best value determination calculated at the time the NICC receives the order.

For copies of the Type 2 Contract contact:

U.S. Forest Service, Contracting
National Interagency Fire Center
3833 S. Development Avenue
Boise, Idaho 83705-5354
Phone: (208) 387-5665

INTERAGENCY RESOURCE REPRESENTATIVE (IARR)

Anytime a Geographic Area or State has committed four or more crews, an Interagency Resource Representative (IARR) can be sent by the sending unit, or the receiving unit can request them. For each IARR sent, it is the responsibility of the sending GACC to mobilize, demobilize, and ensure proper notification is made to the receiving GACC. An IARR mobilized to incident assignments away from their home unit should be self-sufficient.

CHAPTER 40 EQUIPMENT AND SUPPLIES

EQUIPMENT AND SUPPLIES OVERVIEW

All Equipment and Supply Orders will follow established ordering procedures, except for the redistribution of supplies within the National Fire Equipment System (NFES). Redistribution of excess supply items will be coordinated by the designated NFES Cache Manager(s). Cache orders will be filled to meet timeframes specified, using the most economical service. All NFES cache items are shipped ready for use.

Name Requests for Equipment

Name requests for equipment for suppression support or all-hazard incidents should be rare and are appropriate only for highly specialized reasons or to meet specific agency objectives. For example, a request between state agencies, or long-duration assignments where the sending unit will provide rotating personnel.

NMAC always retains the right to modify or adjust this policy at any time regardless of preparedness level or national activity. Name requests for contract resources are never acceptable.

The ordering unit must confirm availability for the resources being ordered prior to placing the request. All name requests must include the resources current dispatch center.

Suppression requests are prioritized by closest forces concept. Regardless of ordering agency, the resource that has the shortest timeframe to reach an incident should be mobilized and a name request may not be honored if a closer, like resource, is available.

EQUIPMENT/SUPPLIES MOBILIZATION

Contracted resources awarded under a competitive solicitation process shall be mobilized using established Dispatch Priority Lists (DPLs) within their local dispatch area before at-incident agreements are issued. All requests for contracted equipment shall be ordered through the host dispatch centers identified in the agreement and using established dispatch ordering channels. Contracted resources shall not be held in reserve as a contingency force in a non-pay status when that resource is available.

When receiving a request for which Incident Blanket Purchase Agreement (I-BPA) resources may be utilized, the dispatcher will use the DPL within their host dispatch center. Dispatchers and Contracting Officers will not call/dispatch Contractors from other host dispatch centers' DPLs. To utilize Contractors from other host dispatch centers' DPLs, the ordering dispatcher must follow established dispatch ordering channels. Available Contractors on the DPL must be contacted in the order of their DPL ranking and availability status corresponding with their available area.

Examples of Contract Equipment resources are:

- National Contract Mobile Food Services (Caterers)
- National Contract Mobile Shower Facilities
- Rolling Stock – engines, water tenders, dozers, etc.
- Supplies are identified as materials or goods not defined in any other resource or service category.

Examples of Supplies resources are:

- NFES items
- Mobile Cache Vans
- Local Purchase

EQUIPMENT/SUPPLIES DEMOBILIZATION

When demobilizing contracted tactical equipment, Contractors awarded I-BPAs as a result of competitive solicitations, shall be given priority to remain on the incident over tactical equipment with incident-only Emergency Equipment Rental Agreements (EERAs), unless the Incident Commander determines it necessary to deviate based on a specific incident need or objective. This applies to contracted tactical equipment only, not all contracted resources. Release information for equipment and accountable supply items must be promptly relayed through IROC.

EA Interagency Standards for Resource Mobilization (EASRM)

NORTHEAST INTERAGENCY FIRE CACHE (NEK)

The Northeast Interagency Fire Cache (MN-NEK), located in Grand Rapids, Minnesota, is the National Interagency Support Cache for the Eastern Area.

All State and Federal Agencies will place emergency orders directly to NEK via resource orders. Preparedness (routine) orders should be directed to the supply source (DLA, GSA, or private vendors).

- *All supplies should be ordered, using the resource order form, directly to the cache via IROC, email or fax with receipt confirmed by a phone call.*
- *Fire replacement orders must also follow the appropriate channels and ordered directly from the cache.*
- *Resource orders must contain:*
 - *Incident/Project name*
 - *Billing address*
 - *Realistic date and time needed (not ASAP)*
 - *Transportation/delivery instructions (a shipping address, not a P.O. Box)*
 - *NFES numbers, unit of issue, and a description for each item*
 - *A valid charge code including an override*
 - *Contact name and phone number*

Northeast Interagency Fire Cache (NEK) requests notification prior to returning supplies and equipment. For Type 1 & 2 Incidents consider ordering a Cache Demobilization Specialist (CDSP) to facilitate efficient demobilization of supplies to NEK. Fire Cache personnel will be able to answer any questions that may arise concerning the demobilization of supplies and equipment.

Agencies will use the NFES 1300 Incident Replacement Requisition to place replenishment orders to NEK.

Returned items should be identified using a NFES 1472 Interagency Incident Waybill, include the incident order number and charge code prior to shipment. Drivers of return loads should have the required NFES 1472 Interagency Incident Waybill for the shipment.

All items furnished to incidents by NEK are considered to be on loan and must be returned. All items must be returned in a timely manner to NEK during the demobilization process of the incident. It is very important that equipment not be retained for anticipated needs unless prior arrangements have been made through NEK.

Hose should be drained and rolled following control of the incident and returned to NEK immediately.

Consumable items returned in unused condition are credited to the incident. However, used consumables should not be returned.

Following a Type 1 or Type 2 incident, NEK will provide a Fire Loss/Use Report to the appropriate Agency Office showing the amount and cost of equipment sent and items returned to date. Please contact NEK with questions on these procedures.

Hazardous Materials: Most incidents use petroleum products in their operations: gasoline, diesel, mixed fuel, etc. These fuels or products should remain at the incident or be recycled by the host agency to be used for control burn projects, etc. The containers (i.e. gas cans, saws, pumps) issued from the cache must be purged and returned to NEK. In the event that full or partial containers of these products must be disposed of, contact local contractors for disposal.

PROCEDURES FOR NORTHEAST (NEK) EASTERN AREA MOBILE CACHE SUPPORT VAN (NFES 8621)

The Northeast Interagency Fire Cache (NEK) does not stock a National Mobile Cache Support Van (NFES 2069) but instead stocks a Regional Mobile Cache Support Van (NFES 8621). The Regional Mobile Cache Support Van (NFES 8621) contains incident base supplies such as overhead function kits, as well as, tactical firefighting supplies such as pumps, hose, hand tools, first aid kits, etc. NEK will have two Regional Mobile Cache Support Vans (NFES 8621) loaded in semi-trailers available each spring.

Additional Regional Mobile Cache Support Vans will be activated as necessary. When NEK's ability to build these regional kits is exhausted, National Mobile Cache Support Vans (NFES 2069) may be brought in from another national cache to fill the need.

Mobilization for the Regional Mobile Cache Support Van will be coordinated by NEK through EACC.

When the need exists to have a Mobile Cache Support Van prepositioned somewhere besides the Northeast Interagency Fire Cache, a preparedness resource order will be submitted directly to NEK by the requesting unit.

Dispatching of the Cache Van on Host Unit Incidents:

When prepositioned on a unit, the host unit will reassign the cache van from the preparedness order to an incident resource order. The host unit will notify NEK that the cache van has been assigned to an incident.

Dispatching of the Cache Van off Host Unit Incidents:

The requesting unit will place a resource order through normal dispatch channels to EACC. EACC will place the resource order with the host unit for assignment of the cache van to the off-unit incident. The host unit will arrange for movement to the incident.

NATIONAL INTERAGENCY SUPPORT CACHE ORDERING PROCEDURES

NFES Items in Short Supply

The NICC, in cooperation with the National Incident Support Cache (NISC) Coordinator, will advise all incident support agencies (NMAC) of those items in high demand with limited quantities. This information will be distributed through established communication and ordering channels.

Field Office Replenishment During Fire Season

Agencies will place orders to their servicing National Interagency Support Cache. Replenishment orders must be the result of fire management activities and must be accompanied with the appropriate cost code.

Field Office Replenishment Outside of Fire Season

Whenever possible, field offices must order directly from the Defense Logistics Agency (DLA) for those items stocked in the Federal Supply System (FSS). All other items will be ordered directly from suppliers unless individual agency instructions prevail.

Incident Replacement of NFES Items

Prior to release from an incident, personnel may request replacement of equipment and supplies that were consumed, lost, damaged, or rendered unserviceable on the incident.

The IMT or other incident personnel may authorize replacement of items at the incident if available, or by approving an *Incident Replacement Requisition; OF-315/NFES 001300* for replacement of NFES items by the incident's servicing cache. Should the replacement of the approved items not be feasible prior to demobilization of the requesting resource, the incidents

servicing cache will forward the request to the resources servicing cache. Caches may only process requests for NFES items. Requests for non-NFES items should be requested on a separate incident replacement requisition to be processed by the home unit. Please refer to the current *NWCG Standards for Interagency Incident Business Management, PMS 902* for procedures dealing with replacement of non-NFES supplies and equipment.

<https://www.nwcg.gov/publications/902>

Local Unit Incident Replacement: Type 3, 4 and 5 Incidents

The host units' Agency Administrator or authorized representative must approve all incident replacement requests.

Incident to Incident Transfer of Equipment and Supplies

Transfer of equipment and supplies between incidents, including those operating under Area Command authority, may occur only with proper documentation so accountability is maintained.

Transfer of communications equipment creates safety concerns by increasing the risk of frequency conflict and the possibility of damaged equipment or equipment not tuned being utilized. This may only be done with approval of the National Interagency Incident Communications Division (NIICD), Communications Duty Officer (CDO).

NATIONAL INTERAGENCY INCIDENT COMMUNICATIONS DIVISION (NIICD)

NIICD is a National Resource composed of multi-channel radio systems and kits available for complex incident communications. The priority use of NIICD radio systems and kits are for active incidents. All radio systems and kits must be returned to NIICD as soon as the incident has demobilized. A National CDO is available at NIICD throughout the year. Geographic Area Frequency Managers, Communications Coordinators (COMCs), and Incident Communication Unit Leaders (COML) will coordinate with NIICD, the Geographic Area, and the NIICD CDO on all telecommunication issues.

NIICD stocks NFES 004390 Starter Systems, which will provide the initial Command/Tactical, Air Operations, and Logistical communications requirements of a single incident. Individual kits are available to supplement Starter Systems or to provide support for smaller incidents. The NIICD CDO can provide assistance in determining a specific incident's communication requirements.

NIICD radios are synthesized and contain both FS and DOI frequencies. FS and DOI frequencies are not "cleared" nationally. Other agencies use these frequencies and, in some cases, in very critical and sensitive areas. All frequencies must be approved for the areas where they will be used. Any of the national frequencies (FS or DOI) are not to be used without prior coordination with the NIICD CDO.

NIICD issues dedicated FM frequencies in conjunction with communication equipment assigned to incidents. NIICD will order additional temporary FM frequencies from DOI and FS – WO as needed. Government users may not use the Family Radio Service (FRS) for communications on any planned or ongoing incident.

For a complete listing of NIICD telecommunications components, refer to the following:

- *National Incident Radio Support Cache (NIRSC) User's Guide (NFES 000968)*.
<https://www.nifc.gov/resources/NIICD/niicd-documents>

- *NWCG NFES Catalog - Part 1: Fire Supplies and Equipment, PMS 449-1.*
<https://www.nwcg.gov/publications/pms449-1>

Radio Ordering

Requests for NIICD radio systems and kits will be placed in with NICC through established ordering channels. To ensure proper frequency coordination, the ordering office must include a Needed Date/Time, Latitude and Longitude of the incident, shipping address and receiving incident phone number. For shipping purposes, a physical address which includes a street name and number, city, state, and zip code is required. For emergency air charter a local Fixed Base Operator (FBO), airport and receiver contact information must be included.

Each Geographic Area may order up to four Starter Systems for preposition during their established fire season. The NIICD CDO must be contacted when an order for a Starter System is received for an incident.

NIICD CDO: (208) 387-5644

The CDO will identify which prepositioned Starter System will be assigned to the incident. A replacement Starter System may be requested after commitment of a prepositioned Starter System. Replacement Starter Systems may not be filled where congestion of spectrum is an issue. In these instances, special frequency Starter Systems will be built on an as needed basis and shipped to the incident.

Radios will be used as received without modification. Defective radio equipment will be immediately returned to NIICD for maintenance. To maintain quality and quantity for the field, each Starter System or kit will be returned to NIICD for rehabilitation immediately after each assignment. The incident or unit charged with custody of the radio equipment is responsible for a complete inventory of that equipment upon return from the incident.

Prepositioned radio systems and kits will be returned to NIICD as soon as the need has diminished or annually for preventative maintenance. Prepositioning NIICD radio systems and kits longer than six months requires NIICD approval.

EA Interagency Standards for Resource Mobilization (EASRM)

EACC will preposition four Starter System Command/Logistics Radio Kits (NFES 4390) across the Eastern Area.

<i># of Kits</i>	<i>Host</i>	<i>Dispatch Center</i>
<i>1</i>	<i>Mark Twain National Forest</i>	<i>Missouri-Iowa Interagency Dispatch Center (MO-MOC)</i>
<i>1</i>	<i>Huron-Manistee National Forest</i>	<i>Michigan Interagency Dispatch Center (MI-MIDC)</i>
<i>2</i>	<i>Northeast Interagency Cache</i>	<i>Minnesota Interagency Coordination Center (MN-MNCC)</i>

Prepositioned radio kits will be stored in a secure location (i.e. storage building or garage). The location does not have to be environmentally controlled. When there is a need to request one of the 4390 prepositioned systems for a local incident, the requesting unit must submit a Supply request through appropriate dispatch channels via IROC to EACC. EACC will contact NIICD to coordinate system assignments. EACC will work closely with host dispatch centers to expedite mobilization of the starter system.

EACC will be responsible for backfill of committed systems. During high levels of national activity, NIRCS will direct EACC to return prepositioned kits and backfill will not be available.

Radios are intended for incident support and are not to be used for initial attack or installed in private vendor aircraft for long term usage.

Frequency and Radio Demobilization

Temporary frequencies and any radio equipment with temporary frequencies will be released first due to licensing requirements. NIICD radio systems and kits should be inventoried, sealed, and returned promptly to NIICD. Do not stockpile kits. Spare seals are supplied in each box. Incidents are responsible for ensuring all radio systems or kits are returned or accounted for on a Property Loss Statement.

GACCs will order stand-alone frequencies directly from NIICD.

REMOTE AUTOMATIC WEATHER STATIONS (RAWS)

Seventy-five (75) IRAWS are cached at the Remote Sensing Fire Weather Support Unit for response to wildland fires and other projects requiring environmental monitoring.

For specific use and description, refer to the *NWCG NFES Catalog - Part 1: Fire Supplies and Equipment, PMS 449-1*.

The availability of equipment and associated technician support depends on a variety of factors. Prior phone coordination with the NIFC Remote Sensing/Fire Weather Support Unit (RSFWSU) Coordinator is recommended.

NIFC RSFWSU Coordinator: (208) 387-5726

Incident Remote Automatic Weather Stations, (IRAWS – NFES 005869)

Requests for IRAWS will be placed with NICC through established ordering channels. RAWS Technicians will accompany the IRAWS when mobilized and do not require a separate Overhead request to be tracked. When ordering for wildland fire incidents, coordinate IRAWS requirements with an IMET if one is assigned. For further information on the IRAWS units, contact the Remote Sensing/Fire Weather Support Unit RAWS Coordinator. Upon release from the incident, the IRAWS will be returned to NIFC via the most expeditious method available.

Project Remote Automatic Weather Stations, (PRAWS – NFES 005870)

Requests for PRAWS will be placed to NICC through normal ordering channels. PRAWS will be configured for the specific project prior to mobilization. The requesting agency must contact the

Remote Sensing/Fire Weather Support Unit Coordinator prior to ordering to determine the PRAWS configuration. Set up of the PRAWS is the responsibility of the ordering unit. Upon release from the project, the PRAWS will be returned to NIFC via the most expeditious method available.

Smoke Monitoring Kit, (Kit – Smoke Monitor – E-Sampler, NFES 005840)

Smoke Monitor Kits should be requested through IROC as a Supply request. Kit information, primary contacts, and ordering instructions can be found at:

<https://www.wildlandfiresmoke.net/home/smoke-monitoring>

NATIONAL CONTRACT MOBILE FOOD SERVICE AND SHOWER FACILITIES

National Contract Mobile Food Service Units

Any time mobile food services are needed for federal wildland fire incidents in the western United States, the Federal Wildland Fire Agencies are obligated to order services from the National Mobile Food Services Unit (MFSU) Contractors any time 1.) the number of people to be fed is at or above 150 persons per meal and 2.) the headcount is estimated to remain at those numbers, or greater, for at least seventy-two (72) hours from when the headcount first reaches 150 per meal, provided that the Contractors can reasonably meet the incident's needs and required time frames. Per the contract, the first meal served will be dinner.

Allow a minimum of 24 hours from time an order is placed to NICC to the time of the first meal. MFSU Contractors will be given the opportunity to provide three meals per day unless other arrangements are mutually agreed to with the incident Food Unit Leader (FDUL) or the needs of the incident require different meal options such as Meals Ready to Eat (MRE).

MFSU also may be ordered for other types of incidents at the government's option. State and other federal cooperators may also utilize this contract at their option. However, the ordering procedures in the NATIONAL MOBILE FOOD SERVICES CONTRACT, SECTION C.2 of will be followed for all orders. For additional information, refer to the *National Mobile Food Services Contract*.

National Contract Mobile Shower Facilities Units

Any time mobile Shower Facilities are needed for federal wildland fire incidents in the western United States, the Federal Wildland Fire Agencies, (NATIONAL MOBILE SHOWER FACILITIES CONTRACT, SECTION J.10), are obligated to order services from the National Mobile Shower Facilities Contractors, provided that the Contractors can reasonably meet the incident's needs and required time frames (NATIONAL MOBILE SHOWER FACILITIES CONTRACT, SECTION C.2, 2.2).

Mobile Shower Facility Units also may be ordered for other types of incidents, at the government's option. State and other federal cooperators may also utilize this contract at their option. However, the ordering procedures list in the contract will be followed for all orders. For additional contract information, refer to the *National Mobile Shower Facilities Contract*.

National Contract Mobile Food Services and Shower Facilities Mobilization

All National Contract Mobile Food Service Units and Mobile Shower Facility Units in the lower 48 States are ordered through and mobilized by NICC using established ordering channels.

Requests for Mobile Food Service Units and Mobile Shower Facilities require a completed Mobile Food & Shower Service Request Form at:

<https://www.nifc.gov/nicc/logistics/reference-documents>

If an incident has a need for additional mobile food service units or shower facilities units, the request will be placed with NICC through established ordering channels. NICC will determine and assign the appropriate units to all federal wildland fire incidents.

National Contract Mobile Food Services and Shower Facilities Reassignments

All requests to reassign National Contract Mobile Food Services or Shower Facilities units will be placed with NICC through established ordering channels. All reassignments of National Contract Mobile Food Services and Shower Facilities units will be communicated to the vendor by NICC.

National Contract Mobile Food Services and Shower Facilities Demobilization

Local units will notify their GACC twenty-four (24) hours in advance of demobilization. All release information will be entered into IROC within fifteen (15) minutes of demobilization. Contractors may take twenty-four (24) hours to rest and replenish supplies within the local area after release. After twenty-four hours, Contractors must return to the unit's Designated Dispatch Point (DDP).

The National Mobile Food Service and National Shower contracts can be obtained at:

<http://fsweb.wo.fs.fed.us/aqm3/pages/nifc/>

<https://www.fs.usda.gov/managing-land/fire/contracting>

If you cannot access these sites, you may request access by emailing the Forest Service Acquisition Management Service Branch: SM.FS.fsaqmisb@usda.gov

ENGINES AND WATER TENDERS

Please see the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)* for NWCG Engine and Water Tender Typing Standards.

<https://www.nifc.gov/standards/guides/red-book>

CHAPTER 50

AIRCRAFT

AIRCRAFT MOBILIZATION

For all aircraft orders, documentation of special needs, threats, or specific reporting instructions are critical for the proper and timely processing of each aircraft request. All aircraft should be dispatched by closest resource, regardless of Geographic Area boundaries. When a Geographic Area has depleted local and available aircraft resources, request(s) will be placed with NICC. Aircraft assigned will remain in the Geographic Area until released or reallocated by the NICC.

The following selection factors will be considered when ordering aircraft:

- Initial Attack vs. Large Fire Support.
- Closest resource, regardless of Geographic Area boundary.
- Timeliness.
- Cost effectiveness.
- Performance specifications for density/high altitude operations.
- Airtanker Type (T1 & T2 LATs, VLAT, or SEAT).
- Special flights/capabilities, to include short-haul, STEP, aerial ignition, rappel, hoist, etc.
- Special equipment, bucket vs. tank, tundra pads, floats, etc.

The following terminology will be used when requesting aircraft through NICC:

- Knots (kts.) will be the standard term used to reference airspeed.
- VORs (Very High Frequency Omnidirectional Range) will be used to reference direction.
- Latitude and longitude must be provided in Degrees Decimal Minutes (DDM), utilizing GPS Datum WGS84 degrees and minutes.
- Aircraft registration numbers will be used when referencing helicopters, lead planes, and air attack aircraft.
- Airtankers and SEATs will be referenced by the airtanker number, e.g., T-40.

EA Interagency Standards for Resource Mobilization (EASRM)

PREPOSITIONING OF NATIONAL AVIATION ASSETS

When Type 1 or 2 airtankers, water scoopers, Lead Planes, ASM's, Type 1 or 2 helicopters (national aviation assets) are brought into the Geographic Area a determination will be made on a preposition location. Prepositioning to a local air tanker base or helibase will be coordinated with the local center manager/dispatcher. The local center will create an IROC incident with the following naming convention: YYYY EA Aviation Support and will create any preposition requests on that incident to place to EACC for fulfillment by the NICC to enable local dispatching and usage tracking. All aircraft prepositioned at the request of EACC are available for local IA following national commitment guidelines. Any assignment of these resources to large/project fires will have EACC concurrence prior to assignment.

Dispatch Requirements

Dispatch centers hosting Federal aircraft will have a Dispatcher on duty that meets the requirements of the Forest Service Handbook 5709.16 Ch. 32.22 during periods of aircraft availability. All national aviation resources including Type 1 and 2 Helicopters, Type 1 and 2 Airtankers, Water Scoopers, Lead Planes, and Air Attack aircraft assigned to an air tanker base or helibase will be tactically dispatched by the local dispatch center. Upon dispatch the following requirements need to be met:

- *Prompt status change messages will be sent via the local center's notification system (WildCad Text/Email, aircraft commit pdl, etc...) for all aviation assets (Commit, Divert, Available, Out of Service Mechanical) to all Eastern Area units and neighboring Geographic areas as appropriate by the hosting dispatch center, eg:*
 - *COMMIT: T-40 TO MN-SUF-000123 FISH CAMP, COMMIT: BEAVER 3 TO BWCA WEST RECON, COMMIT: H-6BH TO TUCKER CREEK RX, etc...*
 - *DIVERT: T-40 TO WI-CNF-000345 LONG LAKE*
 - *AVAILABLE: T-40 @ BRD*
 - *OUT OF SERVICE MECHANICAL: T-40 @ BRD*
- *Prompt submission of a TARO (kneeboard) to EACC via email to wieacc@firenet.gov .*

The hosting dispatch center has the authority to reroute, divert, or recall the aviation assets assigned to them. EACC will be promptly notified of any diversion/cancellation. When multiple dispatch centers have pending requests for the same aviation asset the EACC center manager or acting will prioritize the incidents based upon the information contained on the TAROs and/or subsequent updates to it and decide on commitment.

Release Locations

When the airtankers or water scooper aircraft have been released, they should return to the base they were operating out of or the closest airtanker base to the incident unless prior arrangements or coordination has been done.

ORDERING PROCEDURES

- *All aircraft orders are coordinated through local dispatch centers.*
- *IROC is the system of record to order tactical aircraft. However, for initial attack requests, TAROs will be acceptable, if necessary, during time critical mobilization. TAROs will be followed up with an IROC order as soon as possible.*
- *Dispatch centers requesting prepositioned tactical aircraft must complete a TARO and submit it to EACC via email. EACC Email: wieacc@firenet.gov*
- *Requesters are encouraged to follow up with an @aviation notification in the GACC_EA TEAMS Aviation Channel.*
- *Hosting dispatch centers will relay ATD and ETA via the GACC_EA TEAM's Aviation Channel to the EACC Aircraft Coordinator when dispatching aircraft outside their jurisdictional area. The Aircraft Coordinator will relay that information to the requesting unit.*

- *Non-hosting requesting units will contact EACC when resources are released. EACC will then relay the information to the hosting dispatch center.*
- *The following lists the minimum information needed to process an aircraft request:*
 - *Lat/Long (degrees, decimal minutes), bearing, and distance*
 - *Reload base*
 - *Hazards or obstacles and airspace deconfliction concerns*
 - *Frequencies*
 - *Mission Priority (for airtanker requests, this should be relayed via phone and will be entered in “Special Needs” via the New Request screen)*
 - *Air and Ground Contact (would like this info, if known, but should not hold up the order).*
 - *Descriptive Location (would like this info, if known, but should not hold up the order).*
 - *Elevation (for Helicopters or SEATs, if known, but should not hold up the order. Enter in “Special Needs” via the New Request screen)*

Refer to Chap. 16 of the Interagency Standards for Fire and Fire Aviation Operations (Redbook) for pilot and crew rest requirements.

GACC-TO-GACC INITIAL ATTACK ORDERING OF AIRTANKERS AND LEAD PLANES

The Eastern Area Coordination Center (EACC) may order initial attack airtankers and lead planes directly from the Southern Area Coordination Center (SACC) only when proximity of the fire allows the airtanker to respond loaded directly to the incident. All other requests will follow standard ordering procedures. The change of status of any airtanker or lead plane and flight following information will be communicated by the sending GACC using standard procedures established in the NMG, Ch. 50.

TYPES OF FLIGHTS

Point-to-Point

A “Point-to-point” flight is one that originates at one developed airport or permanent helibase, and flies directly to another developed airport or permanent helibase with the sole purpose of transporting personnel or cargo (this term does not apply to commercial air travel). These types of flights are often referred to as “administrative” flights and only require the aircraft and pilot to be carded and approved for point-to-point flight. A point-to-point flight is conducted higher than 500 feet above ground level (AGL).

Mission Flights

Mission flights (also known as FS Special Use Mission flights) are defined as flights not meeting the definition of point-to-point flight. A mission flight requires work to be performed in the air (retardant or water delivery, fire reconnaissance, smokejumper delivery), or through a combination of ground and aerial work (delivery of personnel and/or cargo from helibases to helispots or unimproved landing sites, rappelling or cargo let-down, horse herding). Special Use Mission Flights may require special pilot endorsements, flight evaluations, training, and/or specialized aircraft equipment.

Flight Manager

A Flight Manager will be designated for point-to-point flights transporting personnel. The Flight Manager is a government employee that is responsible for coordinating, managing, and supervising flight operations. The Flight Manager is not required to be on board for most flights.

For those flights that have multiple legs or are complex in nature, a Flight Manager should attend the entire flight. The Flight Manager will meet the qualification standard for the level of mission assigned as set forth in the *Interagency Aviation Training Guide* found at:

https://www.iat.gov/docs/IAT_Guide.pdf

The Flight Manager is supervised by the Sending Unit dispatcher until the destination is reached. The Flight Manager duties are:

- Brief passengers and personnel providing an overview of the purpose, final destination, route of travel, intermediate stops, if applicable and estimated time(s) of arrival (ETAs).
- Ensure the passenger manifest is accurate and contains the correct names and weights of the passengers. Note: The pilot is ultimately responsible for ensuring correct weights, balance, and power computations. The Flight Manager will provide one copy of the manifest to the pilot-in-command and ensure that additional copies are available for the receiving unit and the sending dispatcher.
- Ensure proper Resource Tracking procedures are met.
- Ensure passenger aircraft safety briefing is conducted.
- Maintain a current list of telephone numbers for the sending and receiving units. The Flight Manager will contact the sending unit dispatch when the flight plan has deviated more than 30 minutes from the original flight plan.
- Have all personnel within the weight limitations, assembled, and ready to board in the designated staging area.
- Ensure the pilot and aircraft are currently authorized for the intended mission and the pilot – in-command can verify the aircraft is within weight and balance limitations.
- Responsible for signing the Daily Flight Report – Invoices (Form 6500-122 or AMD-23) for all flights (except for domestic air carriers, airlines, and NIFC contract aircraft).
- For Canadian travel, the Flight Manager will ensure proper documentation is included.

FLIGHT FOLLOWING MANAGEMENT

FAA Flight Plans

FAA flight plans and flight following are generally used for point-to-point flights and the pilot or flight manager will contact dispatch with an estimated time of departure, estimated time enroute and close out with dispatch once the aircraft is on the ground to accomplish resource tracking. The pilot shall close out the flight plan with the FAA once the flight is completed.

All flights conducted under FAA Instrument Flight Rules (IFR) are automatically provided FAA flight following. Administrative flights conducted under Visual Flight Rules (VFR) flight plans require the pilot to file a flight plan with the appropriate FAA facility. The pilot must request FAA flight following. Air Traffic Control (ATC) may or may not provide it.

It is the pilot's responsibility to confirm with dispatch which type of FAA flight plan will be used. Automated Flight Following (AFF) or Verbal flight following is not required enroute when an FAA flight plan has been filed.

Agency Flight Plans

Agency flight plans are the responsibility of the pilot, to be distributed through the originating dispatch office and are documented on an Aircraft Flight Request/Schedule. All aircraft operating on Agency Flight Plans shall monitor Air Guard.

EA Interagency Standards for Resource Mobilization (EASRM)

Aircraft Flight Request/Schedule Form ('Flight Schedule')

Used for documenting aircraft, pilot, passenger, itinerary, and type of flight plan. Required information on this form includes (but is not limited to):

- *Incident Name/Number and Request Number*
- *FAA Registration, "N" number and Call Sign*
- *Aircraft Make/Model/Color*
- *Pilot and Vendor Name and Contact Information*
- *Mission Description*
- *Passenger/Cargo Information*
- *Flight Itineraries*
- *Flight Plan Type/Method of Flight Following*

Aircraft Flight Request/Schedule Form Requirements

The Aircraft Flight Request/Schedule Form is required to be completed (regardless of the type of flight plan filed) for those flights that are:

- *Point-to-Point (excludes preposition flights as directed by EACC).*
- *Mission flights with fuel stops or passenger pickup (not direct to an incident)*
- *Flights leaving the geographic area*
- *Flights crossing dispatch boundaries*

In accordance with the guidelines above the pilot or manager is responsible for completion of the form and providing it to their current dispatch prior to take off. The type of flight plan must be documented as this information is critical for initiating search and rescue actions. Once the flight schedule form is received by the sending office, it must be emailed to wieacc@firenet.gov or with a follow up phone call. If EACC is the hiring/sending office, a form will be created and emailed to the receiving dispatch office. EACC will email the form to all the affected dispatch offices when Agency Flight Plans are filed. The form will be emailed to the National Coordination Center (NICC) by EACC for those flights leaving the geographic area.

Flight Following

For mission flights, there are two types of Agency Flight Following:

- Automated Flight Following (AFF). AFF is the preferred method of agency flight following. If the aircraft and flight following office have AFF capability, it shall be utilized. Periodic radio transmissions are acceptable when utilizing AFF. (See AFF procedures below for more information).
- Radio Check-in. Radio Check-in/Check-out flight following requires verbal communication via radio every 15 minutes. The dispatcher will log the aircraft call sign, latitude, longitude, and heading.

Agency flight following is used for all mission flights but is not required when an FAA flight plan has been filed for a point-to-point flight. Helicopters conducting mission flights shall check-in prior to and immediately after each takeoff/landing per the *NWCG Standards for Helicopter Operations, PMS 510*:

<https://www.nwcg.gov/publications/510>

For point-to-point flights, AFF flight following may be used as well. The pilot or flight manager will, as a minimum, contact dispatch prior to the flight with an estimated time of departure, estimated time enroute, souls and fuel on board and will close out with dispatch once the aircraft is on the ground.

Flight following is the responsibility of the originating dispatch office and will remain so until transferred through a documented, positive handoff. The flight following dispatch office shall be continually staffed while an aircraft is airborne. Confirmation of an aircraft's arrival at a specified destination is required to ensure that a flight has been completed safely. It is the pilot's responsibility to close out a flight plan.

EA Interagency Standards for Resource Mobilization (EASRM)

Telephone Departure and Arrival Times: Confirmation is completed when an aircraft is contacted via radio, or the receiving dispatch center is called via telephone upon arrival at the airport. Aircraft ordered as an "A" (aircraft) request on a resource order, and which are not located on the local unit will be tracked by telephone/radio arrival confirmation.

Operational Control Hand Off: The receiving unit will notify the sending unit (via established channels) immediately when they have established radio contact with the incoming aircraft or otherwise obtained operational control of the aircraft.

If an aircraft is overdue, it is the receiving dispatcher's responsibility to initiate aircraft search and rescue actions.

Aircraft will be considered overdue when 30 minutes have elapsed from the ETA provided on the resource order and contact has not been established.

Flight following problems are documented through the SAFECOM system.

Flight Following for Demobilization

Flight Following will be performed on all Government or Exclusive-Use contract aircraft being demobilized. NICC will release charter and CWN aircraft to the vendor without flight following provided no government personnel or cargo is on board. All aircraft release information will be entered in to IROC.

National Flight Following Frequency (168.6500 MHz)

The National Flight Following Frequency is used to monitor interagency and contract aircraft. All aircraft on point-to-point or mission flights should establish/terminate flight following and confirm AFF on the National Flight Following frequency. All dispatch centers/offices will monitor the National Flight Following frequency at all times. A CTCSS tone of 110.9 must be placed on the transmitter and receiver of the National Flight Following frequency. The National Flight Following frequency is to be used for flight following, dispatch, or redirection of aircraft. No other use is authorized.

Automated Flight Following (AFF)

AFF is an online government application that automatically tracks the location and velocity of specially equipped aircraft and mobile assets and provides this information in near-real-time to dispatchers, aviation managers, and other authorized users. AFF reduces the requirement to “check-in” via radio every 15 minutes and provides the dispatcher with a wide range of information on the flight, airspace, and other data that may be pertinent to the flight. This reduces pilot workload, clears congested radio frequencies, and provides the dispatcher with much greater detail and accuracy on aircraft location and flight history.

Requirements to Utilize AFF

AFF does not reduce or eliminate the requirement for aircraft on mission flights to have FM radio capability, and for the aircraft to be monitoring appropriate radio frequencies during the flight. Dispatch office(s) responsible for flight following shall be staffed for the duration of the flight.

Procedures for utilizing AFF:

- When an aircraft is ordered, or a user requests flight following from a dispatch office.
- The dispatch office will verify the aircraft icon is visible on the screen and be able to quickly monitor the page at any time during the flight.
- The dispatch office will provide the pilot with FM frequencies and tones that will be monitored for the duration of the flight.
- When aircraft is initially airborne, and outside of sterile cockpit environment, the pilot will contact the dispatch office via radio stating call sign, departure location, number on board, fuel on board, ETE, destination, confirmation of AFF location. This is required to positively verify that both the aircraft and the dispatch office are utilizing AFF, radios are operational, and that the dispatcher can “see” the aircraft on the computer screen. If there is a problem at this point, change to radio check-in procedures until the problem is resolved.
- If radio contact cannot be established the pilot will abort the mission and return to the airport/helibase.
- If there is a deviation from the planned flight route, the pilot will contact the dispatch office via radio with the changed information.

- The dispatch office will keep the AFF system running on a computer for the entire flight and will set a 15-minute timer and document the location for the duration of the flight.
- If the aircraft icon turns RED, it means the signal has been lost. Immediately attempt contact with the aircraft via radio and follow normal lost communication, missing aircraft, or downed aircraft procedures as appropriate. (During tactical operations below 500' a periodic red indication is normal and does not necessitate an 'immediate' contact especially if flight following has been established with the incident. This should be addressed during the pre-flight briefing.)
- If radio contact is made after a lost signal, the flight may continue utilizing radio check-ins for flight following.
- When the aircraft has completed the flight and landed, the pilot or flight manager (Flight Manager, ATGS, etc.) shall contact the dispatch office via radio or telephone informing them that they are on the ground.

Additional information about AFF can be found at: <https://www.aff.gov/>

Responsibilities of the Sending Unit:

- Obtain actual time of departure (ATD) and estimated time of arrival (ETA) from the initial departure airport from pilot/vendor.
- Relay the ATD, ETA, and method of flight following (Agency or FAA) to the Sending Unit's GACC.
- Notify the GACC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Assist with search procedures for overdue aircraft. Utilize agency aircraft search/rescue guides, as appropriate.
- On any point-to-point flight crossing Geographic Area boundaries, instruct the Pilot-In-Command or Flight Manager to contact NICC Flight Tracking at each stop enroute. Aircraft support vehicles should contact NICC Flight Tracking at fuel stops.

NICC Flight Tracking: (800) 994-6312

Responsibilities of Sending GACC:

- Sending GACC will relay the Aircraft Flight Request/Schedule to NICC.
- Notify NICC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Assist with search procedures for overdue aircraft.

Responsibilities of NICC:

- Relay Aircraft Flight Request/Schedule to the receiving GACC.
- Notify receiving GACC of any route changes, and of any delay or advances of a flight plan exceeding thirty (30) minutes.
- Resource track aircraft to specified destinations.
- Monitor flight plans for additional utilization.

Responsibilities of Receiving GACC:

- Relay Aircraft Flight Request/Schedule to the Receiving Unit.
- Notify Receiving Unit of known delays/advances of a flight plan exceeding thirty minutes.
- Confirm arrival of all aircraft to NICC.
- Notify NICC of any aircraft overdue by more than thirty minutes.
- Assist with search procedures for overdue aircraft.

Responsibilities of Receiving Unit:

- Confirm arrival of all aircraft to Receiving GACC.
- Notify Receiving GACC of any delays of a flight plan exceeding thirty minutes; notify receiving GACC of any aircraft overdue by more than thirty minutes.
- Initiate/assist with search procedures for overdue aircraft.

COOPERATOR AIRCRAFT

Refer to the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)* for additional information regarding cooperator aircraft.

<https://www.nifc.gov/standards/guides/red-book>

Cooperator-contracted aircraft also on an existing federal contract with federal aircraft and pilot cards may be utilized on federally protected lands when cooperative agreements are in place and the aircraft have been approved by USDA Forest Service/DOI letter.

Cooperator-contracted, exclusive-use aircraft not on an existing federal contract may be considered for approval on a case-by-case basis when cooperative agreements are in place. Approval will be by USDA Forest Service/DOI letter.

Cooperator-owned/-operated aircraft may be utilized on federally managed fires when cooperative agreements are in place and the aircraft have been approved by FS/DOI letter. Cooperator-owned/-operated aircraft meeting requirements of the *NWCG Standards for Interagency Cooperator Type 2 and Type 3 Helicopters, PMS 525-1* or other applicable NWCG standards may be utilized on federally protected lands when cooperative agreements are in place and the aircraft have been approved by FS/DOI letter.

<https://www.nwcg.gov/sites/default/files/publications/pms525-1.pdf>

All cooperator aircraft used on federally protected lands must be approved by FS/DOI letter. Utilization of approved, cooperator aircraft shall be limited based on 49 UNITED STATES CODE §40125.

- All approved cooperator aircraft used on federally managed fires shall be released when federal aircraft become reasonably available.
- The use of cooperator aircraft must involve a “significant and imminent threat to life or property” documented daily on the Cooperator Aircraft Use Validation Worksheet ([chapter 80](#)) to document the justification for aircraft utilization.

Non-Federally Approved Cooperator Aircraft

Cooperator-contracted, exclusive-use aircraft not on an existing federal contract may be considered for approval on a case-by-case basis when cooperative agreements are in place.

The following conditions apply for non-federally approved aircraft:

- No federal employees are allowed to ride on board the aircraft.
- No federal employee may be assigned to a position that exercises contractual control.
- Federal personnel may load retardant at federal airtanker bases, regardless of jurisdiction.
- Federal personnel may provide aerial supervision (ATGS, ASM, HLCO, Leadplane) under existing standard operating procedures and agreements.
- The aircraft remains under State operational control regardless of the agency affiliation of the firefighters directing the aircraft on an incident with State jurisdiction.
- The aircraft are approved to interact with federal dispatch personnel as long as the aircraft remains under the operational control of the State or for safety reasons.

Under emergency circumstances, where human life is immediately at risk by wildland fire on lands under federal protection, a Federal Line Officer can approve the use of non-federally approved aircraft. This exemption must only take place when sufficient federal firefighting aircraft are not readily available to meet the emergency need. Federal line officers are encouraged to consult with agency aviation management personnel to aid in decision making.

Approving Federal Line Officer must document exemptions in accordance with agency guidance to include submitting a SAFECOM within 24 hours.

<https://www.safecom.gov/>

HELICOPTERS

All Type 1 and 2 federally contracted helicopters are National Resources. There are two categories of helicopters:

- Standard: Government personnel/passenger and cargo hauling.
- Restricted: No government personnel/passenger or internal cargo transport, lift only.

For standard category helicopters, a module must be assigned. See *NWCG Standards for Helicopter Operations, PMS 510* for additional information.

<https://www.nwcg.gov/sites/default/files/publications/pms510.pdf>

For information on helicopter module staffing, reference *The Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)* <https://www.nifc.gov/standards/guides/red-book>

There are two contractual types of helicopters:

- Exclusive-Use (EU) Contract helicopters are mobilized complete with an assigned module.
- Call-When-Needed (CWN) helicopters require the requesting unit to provide a module.

When processing requests for helicopters, the NICC will inform the requesting GACC of the contract type of the assigned resource.

CWN Helicopters

With the exception of Alaska, NICC is the sole source for Type 1 and 2 federally contracted CWN Helicopters. GACCs will obtain approval from NICC prior to reassigning federally contracted CWN Type 1 or 2 Helicopters to another incident.

NICC is also the sole source for all FS Type 3 CWN Helicopters.

All DOI Agency Type 3 CWN Helicopters are ordered through normal ordering channels and are dispatched either locally, or through GACCs.

For all CWN Helicopter Aircraft, the following apply:

- The requesting unit must provide a Helicopter Manager (HMGB) name and contact information, documented in the “Special Needs” of the resource order, before NICC will assign the helicopter. The exception is Alaska, due to the extended mobilization time of the aircraft.
- It is preferred that CWN Helicopter Managers and/or modules meet with their assigned helicopter off-site from the incident prior to performing work.
- The specific reporting location should be identified on the resource order, such as a Fixed Base Operator (FBO) or other easily located site.

Exclusive-Use Helicopters

All FS EU Type 1, 2 and 3 Helicopters are contracted by the FS Procurement and Property Services, Incident Procurement Operations (IPO ISB) located at in Boise at the NIFC.

All Exclusive-Use Contract Helicopters for DOI Agencies are solicited, inspected, and contracted by DOI AQD and OAS.

For all EU Helicopter Aircraft, the following apply:

- Exclusive-Use Contract Helicopters are dispatched locally by the Administrative Unit.
- When requested by NICC, National Resources will be dispatched by the dispatch center hosting the resource at the time of request.

US Forest Service Type 1 and Type 2 Helicopters

All Type 1 and 2 US Forest Service (FS) Helicopters will be initially ordered through the NICC. All FS CWN and EU Type 1 and Type 2 Helicopters and their modules (both helitack and rappellers), are National Resources prepositioned and allocated by NICC and the FS National Aircraft Coordinator, in alignment with NMAC and Agency prioritization and direction.

Periodically, FS Type 1 and Type 2 EU Helicopters not within their Mandatory Availability Period (MAP) are hired under their EU Contract for optional use periods for incidents or projects. A modification to the EU Contract is required for the duration of the incident assignment. If an FS EU Helicopter Manager is not immediately available, the requesting Geographic Area will assign a Helicopter Manager. The designated Helicopter Manager will then manage the helicopter thereafter. The COR will be notified that the EU Helicopter is being dispatched.

FS EU Helicopter utilization is closely monitored. In some cases, underutilized resources will be reallocated nationally, to higher priority incidents or Geographic Areas. When requested by the NICC, GACCs will make these aircraft available. If a GACC has a need to backfill behind a Forest Service EU Helicopter, that GACC will show the need by placing a request to the NICC. In no

situation, will a GACC remove a FS EU Helicopter from another Geographic Area, without coordination with the NICC and the FS National Aircraft Coordinator.

The standard 14-day assignment applies to the crew, not the helicopter platform. Module leaders are expected to rotate their crew to maintain helicopter availability. When numerous internal rotations of staffing Exclusive Use aircraft occur, consideration for aircraft exchange shall be given by aviation managers and coordinators. Requests for such an exchange shall be coordinated with all parties involved to include the aircraft manager, IMT or hosting unit, GACC, NICC, and applicable National Aircraft Coordinator. The ability to grant such requests during high fire activity or planning levels may be limited due to extenuating circumstances.

For additional direction please reference the *FSM 5700* and *NWCG Standards for Helicopter Operations, PMS 510*.

US Forest Service Type 3 Helicopters

All T3 CWN FS Helicopters will be initially ordered through the NICC. Notification will be made to the CWN Type 3 CORs, by the National Rotor-Wing Coordinators, at the time the orders are filled. Please reference payload category information in the MATOC section, below, for additional ordering directions. Type 3 EU helicopters will be transferred in IROC, to the host administrative unit, for the duration of the MAP. All pre and post MAP use will be coordinated with FS Procurement and Property Services, Incident Procurement Operations.

***All FS CWN helicopters ordered on non-suppression program/project funds will require a FS-6500-224 (Commitment & Obligation Request Form), signed by a Regional/Forest/Local Budget Officer (or designee with budget authority), and uploaded in IROC, at the time the order is placed. The local ordering units should coordinate with their Unit Aviation Officer or Forest Aviation Officer for this information.**

BLM Type 1 Helicopter

The BLM Type 1 Helicopter's primary mission is initial attack. While most effective at providing rapid initial response, the crew is well equipped to respond to extended attack incidents and critical need missions on large fires.

To retain this helicopter and crew beyond initial attack for extended attack incidents, a request will be made to the GACC. Extended attack incidents that utilize the crew to fill critical positions, should immediately order replacement personnel for those positions in case the aircraft and crew are reassigned.

Short-haul

Helicopters ordered specifically for short-haul capability, will be ordered as either "HE2S – Helicopter, Type 2 Standard" or "HE3S - Helicopter, Type 3 Standard" with the "Short-haul capability" feature in IROC. The capability should also be defined in the "Special Needs" block of the resource order as short-haul capable.

MULTI-AWARD TASK ORDER CONTRACT (MATOC)

Helicopters

The following tables have been created to assist the field with ordering CWN MATOC helicopters by payload category. The Type 2's and Type 3's are currently the only MATOC helicopters.

Type 1 helicopters are on their final extension of the legacy CWN Basic Ordering Agreement (BOA). These BOA's end 12/31/24. This section will be updated to include Type 1 helicopters once the new contracts are awarded.

- Initial CWN orders for these aircraft need to be placed to the NICC to be competed nationally.
- The payload categories are a combination of the helicopter type and allowable payload, at 7,000 feet and 30 degrees Celsius.
 - Example: 2.1200
 - The 2 is the helicopter type.
 - The 1200 is the allowable payload.
- All awarded model aircraft are represented on the following charts with either a payload category, or a low to high end payload category range.
- When ordering, consider minimum performance needs when selecting a payload category. It is not necessary to use the range of payloads when ordering, if targeting a specific model aircraft. The range is used to illustrate the different capabilities of all vendor aircraft with that specific model.
- By specifying the lowest acceptable payload category in the special needs of your order, it will include competition at that payload category and above.
- Include any other specification in the special needs of your request.
- For all modern aircraft, an additional justification in your request, such as a specific Exhibit from the parent contract should be included.
- For twin engine, specify “twin engine” in your request.

Type 2 Standard w/Bucket (*indicates models with twin engine capability)

Payload Category	Model	Payload Range
2.1200	*212HP	N/A
2.1450 – 2.1700	205A1	Low - High
2.1700	210	N/A
2.1700	*212 Eagle	N/A
2.1700 – 2.1850	205A1++	Low - High
2.2450	214B1	N/A

Type 2 Restricted w/Bucket

Payload Category	Model	Payload Range
2.1450	UH1B	N/A
2.1650	UH-1F	N/A
2.1850	58T	N/A
2.2050 – 2.2650	UH-1H-17	Low - High

Type 2 Standard w/Tank

Payload Category	Model	Payload Range
2.900	205A1	N/A
2.900	*212HP	N/A
2.900 – 2.1450	205A1++	Low - High

Type 2 Restricted w/Tank

Payload Category	Model	Payload Range
2.1700-2.2650	UH-1H-17	Low - High

Type 2 Standard Modern Bucket/Tank

Payload Category	Model	Payload Range
2.1350+	*EC145 (Bucket)	N/A
2.1350+	*412EPX (Bucket)	N/A
2.900	*EC145 (Tanked)	N/A

Type 3 Standard w/Bucket

Payload Category	Model	Payload Range
3.270	AS350A/B2	NA
3.600-3.850	206L1	Low - High
3.600-3.850	206L3	Low - High
3.600-3.850	206L4	Low - High
3.700-3.800	*900/902	Low - High
3.950-3.1350	407A	Low - High
3.950-3.1350	407HP	Low - High
3.950-3.1350	AS350B3	Low - High
3.950-3.1350	AS350B3E	Low - High

Type 3 Standard w/Tank

Payload Category	Model	Payload Range
3.750-3.800	407A	Low - High
3.750-3.800	407HP	Low - High
3.750-3.800	AS350B3	Low - High
3.750-3.800	AS350B3E	Low - High

Type 3 Standard Modern

Payload Category	Model	Payload Range
3.650+	*429A	N/A

EA Interagency Standards for Resource Mobilization (EASRM)

R9 EXCLUSIVE USE CONTRACT HELICOPTERS

Prioritization for FS Eastern Region exclusive use helicopters will be accomplished by the EACC through the Region 9 Fire Operations, Regional Aviation Officer, and the EACC Center Manager.

Type 3 Exclusive Use Helicopters

The Forest Service (FS) Eastern Region has established a Type 3 Exclusive Use Helicopter Program for the 2024 operating period. The program provides regional guidelines for this shared resource between all Eastern Region National Forests. The Exclusive Use Type 3 helicopters are contracted for initial attack, support of wildland fire suppression, and prescribed fire activities. The helicopters are hosted by the National Forests listed below. These units provide administrative management support for the four helicopter contracts.

- *Mark Twain National Forest – N20BH*
 - *Availability period: Feb. 7th to May 31st.*
 - *Helibase Location: Rolla National Airport, Vichy, MO (VIH)*
- *Midewin National Forest – N114NS*
 - *Availability period: Mar. 1st – May 31st*
 - *Helibase Location: Kankakee, IL (IKK)*
- *Hiawatha National Forest – N392HS*
 - *Availability period: Mar. 1st – May 31st*
 - *Helibase Location: Marquette, MI (SAW)*
- *Chippewa National Forest and Superior National Forest – N350HA*
 - *Availability period: Mar. 1st – Jul. 30th*
 - *Helibase Location: Ely, MN (ELO)*

Other potential Fixed-wing or Helibases:

- *Greenbrier Valley Airport, Lewisburg, WV (LWB)*
- *Alpena County Regional Airport, Alpena, MI (APN)*
- *Wexford County Airport, Cadillac, MI (CAD)*
- *Gaylord Regional Airport, Gaylord, MI (GLR)*
- *Oscoda-Wurtsmith Airport, Oscoda, MI (OSC)*
- *Rhineland / Oneida County Airport, Rhineland, WI (RHI)*
- *Perry County Municipal Airport, Tell City, IN (TEL)*

RAPPELLERS

The Forest Service National Helicopter Rappel Program’s primary mission is initial attack. When rappellers are needed for initial attack with aircraft, they are to be requested in IROC as “RPIA – Load, Rappeller, Initial Attack” on an Aircraft request. All initial attack orders will be honored, regardless of Geographic Area boundary, when rappellers are available. The NICC, in conjunction with the FS National Aircraft Coordinator, may determine situations when closest resource is not applicable.

Please refer to Chapter 20 for specific guidance for ordering helicopter module personnel and booster orders.

The sending unit will fill the request with a roster in IROC by ordering the aircraft with subordinates, with name and agency identification, through the established ordering channels. This information can be acquired after the aircraft is airborne. Any intent to retain rappellers which have not been utilized as an IA load, will be negotiated between the sending, and receiving rappel base in concurrence with NICC and the GACCs.

GACCs prepositioning rappellers when multiple starts are occurring or predicted will specify the anticipated duration. If not deployed during this period, rappellers will be made available for higher priorities, unless longer duration is negotiated between the sending and receiving rappel bases in concurrence with NICC and the GACCs.

Rappellers held as boosters after release from the first IA assignment will be placed on an Overhead order using individual “O” requests. Rappellers recovered and mobilized to another assignment, internally or across Geographic Area boundaries, will also be placed on an Overhead order.

Rappel crews may be utilized for large fire support, all-hazard incident operations, and resource management objectives. Rappel crews are well equipped to respond to extended attack incidents and critical need missions on large fires. Extended attack incidents that utilize rappel crews to fill critical positions, should order replacement personnel for those positions in case the aircraft and crew are reassigned.

Helicopters ordered with rappel capability for preposition and/or large fire support, will be ordered as “HE2S – Helicopter, Type 2 Standard”, with the “Rappel Capability” feature in IROC. The capability should also be defined in the “Special Needs” block of the resource order as rappel capable.

Rappeller Numbers

Planned staffing includes 285 Rappellers at the following locations (actual fire season numbers may vary):

Great Basin	Boise, ID	15
	Price Valley, ID	30
	Salmon, ID	45
Northern Rockies	Gallatin, MT	17
	Libby, MT	16
Northwest	Grants Pass, OR	21
	John Day, OR	28
	Prineville, OR	27
	La Grande, OR	38

	Wenatchee, WA	27
Northern California	Nevada City, CA	20
Southern California	Trimmer, CA	21

Rappeller Aircraft

Aircraft delivering Initial Attack Rappellers will return to the sending base or a designated location before the end of the pilot's daily flight or duty limitations. Any intent or necessity to retain the aircraft will be negotiated between NICC and the GACCs. If the aircraft is retained past the first operational period, it will be placed on an Aircraft request through established ordering channels.

SMOKEJUMPERS

Smokejumpers primary mission is initial attack. All initial attack orders will be honored when smokejumpers are available. While most effective at providing rapid initial response, smokejumpers are well equipped to respond to extended attack incidents and short-term critical need missions on large fires. Smokejumpers are normally configured by planeload, with each load ranging from eight to ten smokejumpers depending on aircraft type and smokejumper availability.

When smokejumpers are needed jump-ready for initial attack with aircraft, they are to be requested in IROC as "SMIA - Load, Smokejumper, Initial Attack" on an Aircraft request.

BLM smokejumper initial attack aircraft may be launched within its current dispatch zone to new incidents after having been provided location, bearing, distance, and flight following frequency. All other pertinent information will be provided to aircrews while enroute.

Specifying the delivery system is not permitted. The sending unit will fill the request with a roster in IROC or by forwarding a manifest form, with name and agency identification, through the established ordering channels. This information can be acquired after the smokejumper aircraft is airborne. Any intent to retain Smokejumpers which have not been utilized as an IA load will be negotiated between the sending and receiving smokejumper base in concurrence with the NICC and the GACCs.

GACCs repositioning smokejumpers when multiple starts are occurring or predicted will specify the anticipated duration. If not deployed during this period, smokejumpers will be made available for higher priorities, unless longer duration is negotiated between the sending and receiving smokejumper bases in concurrence with NICC and the GACCs.

Smokejumpers held as boosters after release from the first IA assignment will be placed on an Overhead order using individual "O" requests. Smokejumpers recovered and mobilized to another assignment, internally or across Geographic Area boundaries, will also be placed on an Overhead order.

Smokejumpers may be configured as crews (hand crew, engine crew, or helitack crew) or as single resource overhead for Incident Command System positions. Concurrence with NICC must be obtained prior to configuring smokejumpers as crews or modules for extended attack operations.

Please refer to Chapter 20 for specific information on ordering smokejumper boosters.

Smokejumper Numbers

Planned staffing includes 480 smokejumpers at the following locations (actual fire season numbers may vary):

BLM Alaska	(Fairbanks)	75
BLM Great Basin	(Boise)	75
FS Northern Rockies	(Missoula)	70
	(Grangeville)	30
	(West Yellowstone)	30
FS Great Basin	(McCall)	70
FS North Ops	(Redding)	50
FS Northwest	(N. Cascade)	30
	(Redmond)	50

Satellite bases may be activated based on fire activity.

Daily availability is updated throughout the fire season and is posted at the following link:

<https://www.nifc.gov/smokejumper/reports/smjrp.php>

Smokejumper Aircraft

Aircraft delivering Initial Attack smokejumpers will return to the sending base or a designated airport before the end of the pilot's daily flight or duty limitations. Any intent or necessity to retain the aircraft will be negotiated between NICC and the GACCs. If the aircraft is retained past the first operational period, it will be placed on an Aircraft request through established ordering channels.

A list of all Smokejumper Aircraft can be found at:

<https://www.nifc.gov/nicc/logistics/aviation>

AERIAL SUPERVISION AIRCRAFT

Leadplanes, Exclusive-Use Air Tactical Aircraft, and Aerial Supervision Modules (ASM(s)) are National Resources. Areas administering these aircraft will make them available for wildland fire assignments when requested by NICC and approved by the parent agency. Requests for leadplanes may be filled with an ASM.

Aerial Supervision Module

The ASM is a fixed-wing platform that utilizes two (2) crew members to perform the functions of traditional air attack and low-level lead operations. The ASM requires both crew members to be trained to work as a team, utilizing Crew Resource Management (CRM) skills and techniques to enhance safety, efficiency, and effectiveness.

Leadplane

A Leadplane is a fixed-wing platform that provides low-level lead operations for airtankers. Lead planes are required for non-IA rated airtankers, such as VLATs and MAFFS. Landplanes may also be requested for congested airspace situations, by any airtanker pilot, or to determine adequate visibility for airtanker operations on an incident. Leadplanes are limited and specialized resources, therefore missions may need to be prioritized for non-IA rated airtanker missions.

Please contact the USFS National Fixed-Wing Coordinator, or appropriate agency program manager for any lead plane needs or for planning purposes.

A list of all Leadplanes/Aerial Supervision Modules can be found at:

<https://www.nifc.gov/nicc/logistics/aviation>

Air Tactical Aircraft

Air Tactical Aircraft are on agency Exclusive-Use Contracts and/or Call-When-Needed (CWN) Agreements. They are available for interagency use and will be requested through established ordering channels. Federal agencies have developed Air Tactical specific contracts and agreements that add performance capabilities and radio configurations specific to the role of aerial supervision.

To ensure consistent utilization, rotation, and management of the Exclusive-Use Air Tactical Aircraft fleet, refer to the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*.

EA Interagency Standards for Resource Mobilization (EASRM)

Eastern Area Aerial Supervision Requirements and Guidelines

<i>Situation</i>	<i>Lead Plane / ASMI Requirement/Guideline</i>	<i>Air Attack Requirement / Guideline</i>
<i>Non-initial attack rated airtanker pilots</i>	<i>Required (must not drop unless lead plane is on scene)</i>	<i>None</i>
<i>Dropping of retardant in congested areas</i>	<i>Required</i>	<i>Must be ordered</i>
<i>Multiple aircraft operating in a congested area, 2 or more</i>	<i>None, unless airtanker operations</i>	<i>Must be ordered</i>
<i>Retardant operations conducted during the period ½ hour before sunrise to ½ hour after sunrise, and ½ before sunset to ½ hour after sunset</i>	<i>Airtankers must not be dispatched unless lead plane / ASMI OR air attack can be on scene during drop operations</i>	
<i>Modular Airborne Firefighting System (MAFFS)</i>	<i>Required (Must not drop unless lead plane / ASMI is on scene)</i>	<i>Must be ordered</i>
<i>Canadian CL-215 / 415</i>	<i>Must not drop unless lead plane / ASMI or air attack is on scene</i>	
<i>Multiple airtanker operations</i>	<i>Automatically request the lead plane / ASMI; if not readily available, keep order active if extended attack is anticipated and lead plane/ASMI can arrive in time to supervise operations</i>	<i>Optional, unless other criteria are met (I.e., mix of different tactical aircraft types and incident complexity dictates need)</i>

<i>Single airtanker operations where a lead plane/ASMI is co-located with the airtanker</i>	<i>Automatically request the lead plane</i>	<i>Optional, unless other criteria met</i>
<i>Mix of different tactical aircraft types (e.g., airtanker, helicopter, smokejumper) and the incident complexity dictates the need for air tactical coordination</i>	<i>Optional, unless airtanker operations dictate need</i>	<i>Must be ordered</i>
<i>Numerous resources of a single type</i>	<i>See Multiple Airtanker Operates</i>	<i>Optional, depending upon situation and complexity</i>
<i>Conditions of visibility and/or terrain create a serious hazard to ground or air resources</i>	<i>Mandatory</i>	<i>Must be ordered</i>
<i>National Exclusive Use, Forest Service Contract, CL-415</i>	<i>Initial Attack carded, none required</i>	

UNMANNED AIRCRAFT SYSTEMS (UAS)

Incident UAS missions may be conducted on a small scale by agency owned UAS and an agency crew or on a larger scale by vendor owned and operated UAS with agency support.

There are three federal UAS ordering scenarios:

- Agency UAS for situational awareness (SA)/ Infrared (IR)/mapping.
- Agency UAS for aerial ignition (also capable for SA/IR/mapping).
- CWN contract UAS for large fire.

For specifics on how to order UAS, please see:

<https://uas.nifc.gov/uas-ordering>

There is an on-call UAS Coordinator available to answer questions regarding UAS capabilities and to help determine the type of UAS (1-4) and overhead (UASP, UASD, UASM, or UASL) to order. UAS personnel are in high demand. Please order trainees when approved/possible.

Cooperators wishing to fly UAS on federally managed incidents must have a Cooperator letter issued by DOI or FS.

UAS Coordinator: (208) 387-5335

[EA Interagency Standards for Resource Mobilization \(EASRM\)](#)

If you have a non-emergency UAS request in the Eastern Geographic Area, please contact the Geographic Area Aircraft Coordinator at the EACC

Planning for RX should be coordinated at least two weeks out.

Best Practices for Ordering for Emergency Incidents

Please contact the Geographic Area Aircraft Coordinator at EACC for assistance in ordering UAS. If the Geographic Area Aircraft Coordinator or Duty Officer needs assistance to help determine the type of UAS (1-4) and UAS positions (UASP, UASD, UASM, or UASL) to order, if needed, they will relay to the on-call Regional UAS Specialist.

Notes:

- *When ordering UASPs, best practice is to order two. One qualified and one trainee optional. A UASP(T) can still operate the aircraft and perform missions. Two pilots are far more efficient in operations than one.*
- *UAS personnel are in high demand and training is critical to Regional and National needs. Please order trainees when approved/possible.*
- *Cooperators wishing to fly UAS on federally managed incidents must have a Cooperator letter issued by DOI or USFS.*
- *For RX Fire UAS Operations (including Aerial Ignition) please call the UAS Coordinator as outlined above.*

Agency UAS for Situational Awareness/IR/Small Area Mapping (UAS Type 3 or 4)

- *Order as an A Number in IROC*
 - *Contact Geographic Area UAS Program Manager or Agency Representative for efficiency.*
- *Local Dispatch Centers will create an order for:*
 - *UAR3 – Unmanned Aircraft, Rotor Wing, Type 3*
 - or*
 - *UAR4 – Unmanned Aircraft, Rotor Wing, Type 4*
 - *The Special Needs section for either type of order will contain:*
 - *Specify Type 3 or 4 with desired capabilities. Example: Need Type 3 UAS with EO and IR capabilities.*
 - *Other small UAS. sensors, support equipment, cell phone, tablets, televisions, laptops authorized per 41 CFR 102 33.20*
 - *Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.*

If resources are available, A# will be filled with UAS and rostered with 2 or more UAS Pilots (UASP)

Agency UAS for Aerial Ignition (UAS Type 3)

- *Order as an A Number in IROC*
 - *UAR3 - Unmanned Aircraft - Rotor Wing - Type 3*
 - *In the Special Needs section, note:*
 - *Type 3 with Aerial Ignition PSD Machine and IR/EO Camera Sensor*
 - *Other small UAS, sensors, support equipment, cell phone, tablets, televisions, laptops authorized per 41 CFR 102 33.20*
 - *Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.*

If resources are available, A# will be filled with UAS Aircraft and rostered with 2 or more UAS Pilots (UASP) that are also carded for Aerial Ignitions.

Aerial Ignition Type 3 is capable of Situational Awareness/IR/Small Area Mapping missions.

Call When Need Contract UAS (Type 1 or 2)

- *Ordered as an A Number in IROC*
 - *CWN UAS are a national resource and must be ordered through the NICC Aircraft Desk.*
 - *Order either UAF1 – Unmanned Aircraft, Fixed Wing, Type 1*
or
 - *UAF2 – Unmanned Aircraft, Fixed Wing, Type 2.*
 - *In the Special Needs section for either type note:*
 - *Cell phone, tablets, laptops authorized.*
 - *Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.*
 - *Trainees authorized.*

If resources are available, A# will be filled with UAS Aircraft and rostered with a manager (UASM) and a data specialist (UASD).

AIRTANKERS

Airtankers are National Resources, their primary mission is initial attack. NICC will prioritize and allocate federal airtankers by positioning them in areas of current or predicted high wildfire danger or activity.

Geographic Areas managing these aircraft will make them available for wildland fire assignments when ordered by NICC. This will be accomplished by ensuring that all support functions (i.e., Airtanker Bases, GACCs, and local dispatch centers) that are required for the mobilization of National Resources are staffed and maintained to support mobilizations. The following criteria apply to all airtankers:

- Airtankers should be dispatched by closest resource, regardless of Geographic Area boundaries.
- When a Geographic Area has depleted available VLAT or Large Airtanker (Type 1 or 2) resources, or the closest available resource is outside of the GACC, request(s) will be placed with NICC.
- All airtanker movement, regardless of existing border agreements, will be communicated to the NICC.
- There are five types of airtankers based on payload capacity:
 - VLAT = 8,000 gallons or more
 - Type 1 = 3,000 to 5,000 gallons
 - Type 2 = 1,800 to 2,999 gallons
 - Type 3 = 800 to 1,799 gallons
 - Type 4 = Up to 799 gallons

To ensure consistent utilization, rotation, and management of the national airtanker fleet, please refer to the following publications:

- *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*
- *Forest Service Standards for Airtanker Operations.*
<https://www.fs.usda.gov/sites/default/files/2022-11/Standards-for-Airtanker-Ops.pdf>

EA Interagency Standards for Resource Mobilization (EASRM)

Airtanker Response Area

Each unit may order the first airtanker through standard dispatch channels from the dispatch unit for the closest airtanker base. This includes out-of-area bases covered by formal agreement. If the closest airtanker base cannot fill the request (airtanker currently committed or on day off), then the unit must place the request with the EACC. If an EA airtanker is requested out-of-area for initial attack, the airtanker host unit must first call the EACC for coordinator approval to fill request.

When airtankers are ordered the following priority criteria must be provided in the comment section of the aircraft kneeboard and in the special needs block of the IROC aircraft resource order.

Values at Risk

- **Human Life:** Entrapment, reinforcement of escape routes/safety zones, Other (Medivac, Highways, Recreation Areas, etc...).
- **Communities:** Community infrastructure, historically significant cultural resources.
- **Property:** Primary residences, seasonal residences, commercial property including timber/plantations, outbuildings, livestock, other.
- **Natural Resources:** Threatened and Endangered Species, wildlife habitats, grazing allotments, designated critical areas.

Timeframe to Threat

- *Imminent, within one (1) operational period, twenty-four (24) hours, etc...*

An airtanker may be ordered using the “Minimum Information Needed” as outlined in the Aircraft Mobilization section of this chapter. Centers may be asked if there are currently resources on the ground to support orders for retardant or bucket drops.

At the end of the shift all initial attack aircraft will be released in IROC to the appropriate base or a preposition order for a clean start on the next shift.

AIRTANKER DISPATCH LIMITATIONS STARTUP/CUTOFF TIMES

To reduce the hazards to large airtanker operations posed by shadows in the early morning and late evening hours, limitations have been placed on times when airtankers drop on fires. Note that the limitations apply to the time the aircraft arrives over the fire and conducts its dropping activity, not the time the aircraft is dispatched from its base. The air tactical group supervisor or ASM/Lead Plane will determine that visibility and other safety factors are suitable for dropping retardant and notify the appropriate dispatcher of this determination.

Dispatchers and airtanker base managers, in consultation with airtanker coordinators or air tactical group supervisors, are mutually responsible for ensuring these limitations are not exceeded.

The following will apply:

- *Aerial Supervision Optional*
 - *Airtankers may be dispatched to arrive over the fire under normal agency aerial supervision policy, provided that the aircraft’s arrival is between 30 minutes after official sunrise and 30 minutes before official sunset.*
- *Air Tactical Group Supervisor or ASM/Lead Plane Required:*
 - *A qualified air tactical group supervisor or ASM/Lead Plane is required on scene if the airtanker arrival over the fire and its dropping activity will occur during:*
 - *The period from 30 minutes prior to official sunrise to 30 minutes after official sunrise*
 - *The period from 30 minutes prior to official sunset to 30 minutes after official sunset*

- *Air Tactical Group Supervisor or ASM/Lead Plane Required:*
 - *For airtanker dispatch, use the official sunrise, start-up, cut-off, and sunset times of the airtanker base nearest the fire and comply with the start-up/cut-off times.*

The priorities for Airtanker and Lead Plane/ASM use are: (1) life and property, (2) initial attack, and (3) other priorities established by management. To assure these priorities are met, the EACC will manage and coordinate all Airtankers and Lead Planes/ASMs operating within the Eastern Area. Situations may develop necessitating reassignments of Airtankers and Lead Plane/ASMs en route to an incident or diverting them from fires they are working on.

AIR TANKER BASE OPENING/CLOSURE

Any time an Air Tanker base is open, either a permanent or temporary base, the local dispatch center aircraft desk will notify the EACC Aircraft desk when the opening takes place. This information will then be added to the daily EA Aircraft Status Report which can be found on the EACC web site.

SUNRISE/SUNSET TABLES

Airtanker bases and dispatch centers shall have tables showing the official sunrise, cut-off, and sunset times at their location. <https://aa.usno.navy.mil/data/index.php>

Airtanker Use in Optional and Post Season Periods

Post Season and Optional Use airtanker activations are processed by the Contracting Officer (CO), via a signed modification. The following process is used to activate airtankers during the Post Season and Optional Use periods:

- The requesting GACC will place request(s) for airtankers with NICC.
- NICC will notify the National Fixed-Wing Coordinator (NFWC) or designated representative of request(s).
- NFWC or designated representative notify the National Aviation Program Manager (NAPM), who will determine the availability of airtankers. Airtanker/vendor selection will be communicated back to the NICC. NICC will notify the GACC of the airtanker activation.
- NICC will request the airtanker from the appropriate vendor once approved by the CO.

MODULAR AIRBORNE FIREFIGHTING SYSTEMS (MAFFS)

MAFFS provide emergency capability to supplement commercial airtankers on wildland fires. MAFFS are National Resources and are used as a reinforcement measure when contract airtankers are committed or not readily available. MAFFS will be made available to assist foreign governments when requested through the Department of State or other diplomatic Memorandum of Understanding (MOU). Geographic Areas are responsible for ascertaining all suitable commercial airtankers are assigned to wildland fires or committed to initial attack before placing a request for a MAFFS Mission to NIFC.

US Forest Service and NICC Responsibility (for MAFFS)

The NICC is responsible for ascertaining nationally that all suitable commercial contract airtankers are committed to wildland fires, initial attack, or cannot meet timeframes of requesting units. When this occurs, NICC will notify the FS Assistant Director for Operations, NIFC. Once approval is given, the NICC activates the request through proper Department of Defense (DOD) channels. After the initial contact has been made, NICC will submit a Request for Assistance (RFA) to the DOD Liaison at NIFC.

The Governors of California, Nevada, and Wyoming may activate their respective Air National Guard Units having MAFFS equipment and qualified crews for State-controlled fires. Approval for use of MAFFS equipment must be obtained from the FS Assistant Director for Operations, NIFC, prior to this activation. When MAFFS are activated by a governor, the FS Regional Office for that State will assign an accounting code for the incident.

MAFFS Ordering Criteria

MAFFS domestic requests will be placed through established ordering channels to NICC. NICC will place a RFA to the Region X Defense Coordinating Officer (DCO).

The requesting Geographic Area needs to order the following support for MAFFS Activation:

- One each MAFFS Liaison Officer (MLO aka MAFF) and one each MLO trainee.
- One each Airbase Radio Kit (NFES 4660).
- One each MAFFS Communications Specialist (THSP).
- One each Assistant MAFFS Liaison Officer (AMLO).
- One each MAFFS Airtanker Base Manager (MABM) and one each MABM trainee.
- Logistics, Finance, and Information personnel.

MAFFS Operations must also include a MAFFS qualified Leadplane.

For MAFFS activations, the Receiving Unit must be prepared to provide administrative support (procurement, motel rooms, phones, office space, clerical and timekeeping support, transportation) to accommodate as many as twenty-six people per two (2) aircraft.

For additional information, see the *MAFFS Operating Plan*:

<https://www.nifc.gov/nicc/logistics/reference-documents>

WATER SCOOPERS

Water scoopers are National Resources, and their primary mission is initial attack operations. The NICC will prioritize and allocate federal water scoopers by positioning them in areas where they can be tactically effective and where current or predicted high wildfire danger or activity is occurring. Geographic Areas managing these aircraft will make them available for wildland fire assignments when ordered by NICC.

Water Scoopers will be ordered as a “ATM3 - Airtanker, Type 3 (Multi-Engine)” with Water Scooper capability feature in IROC. The capability should also be defined in the “Special Needs” block of the resource order as scooper capability.

SINGLE ENGINE AIRTANKERS (SEATS) AND WATER SCOOPERS

Managers for Single Engine Airtankers and Single Engine Water Scoopers must remain on-site with the assigned resource at all times unless repositioning, mobilizing or demobilizing.

Federal and/or State contracted SEATs are managed under either an Exclusive-Use, On-Call, or CWN contract. A list of DOI Nationally funded SEATs is maintained and information can be requested through the National SEAT Coordinator. The national contract SEAT module includes the option for a support vehicle with batch mixing capability for wet and dry retardant. They are available for Interagency use and will be requested through established ordering channels. A SEAT can be managed by an on-site SEMG or an ATBM.

Single Engine Water Scoopers may only be managed remotely for 24 hours to allow time for assigned SEMG/ATBM to relocate to the aircraft's operating location. Requests for a DOI On-Call SEAT or Single Engine Water Scooper must have a SEMG or ATBM identified with contact information, and the airbase/airport reporting location documented in the "Special Needs" block before NICC assigns a SEAT.

Orders for SEATs placed to NICC are coordinated with the National SEAT Coordinator. Local Units or Geographic Area Coordination Centers hiring or releasing SEATs will notify the National SEAT Coordinator regardless of jurisdiction. Consistent with the DOI authorization (see the BLM National Aviation Plan), DOI Nationally funded SEATs will be managed as DOI National shared resources. As National assets, these SEATs can and will be moved to areas of greatest need. Geographic Areas and Fire Staff on an Interagency basis will provide direction to the dispatch system on the mobilization and demobilization of SEATs to meet existing or forecasted fire loads within their jurisdiction.

DOI Nationally funded SEATs will have their IROC status set as available nationally. When assigned to an incident, DOI Nationally funded SEATs will be released back to the GACC/Hosting unit at the end of each shift and shown as available "National" in IROC. Mobilization for incident response will occur via resource order; however, once a decision to reallocate a DOI Nationally funded SEAT to another GACC is made, the receiving GACC will place a request for the mobilization, and the resource item will be transferred after mobilization is complete.

Nationally, when competition for SEATs exists, NMAC will provide SEAT allocation direction to NICC based on intelligence developed by the National SEAT Coordinator. The National SEAT Coordinator position is responsible for coordinating the allocation and reallocation of SEATs Nationwide as well as maintaining current status, location, and utilization of federal and State contracted SEATs throughout the Nation.

National SEAT Coordinator: (208) 387-5419 blm_fc_seat@blm.gov

For additional SEAT and Single Engine Water Scooper information please see the following publications:

- *NWCG Standards for Airtanker Base Operations (SABO), PMS 508*
<https://www.nwcg.gov/sites/default/files/publications/pms508.pdf>
- *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

MOBILE RETARDANT BASES (MRBS)

Mobile Retardant Bases can be ordered to service Very Large Airtankers, Large Airtankers, helicopters and SEATS. Orders should be placed through normal dispatch channels to NICC.

Units should identify physical location and any limiting factors affecting access to the area of planned use. Use the “Special Needs” block to identify type of aircraft utilizing the service:

- Helicopter
- SEAT
- LAT
- VLAT

EA Interagency Standards for Resource Mobilization (EASRM)

Agency owned portable retardant plant locations:

- *Eastern Area: Minnesota State (2)*
- *Southern Area: Southern Interagency Fire Cache (3)*

INFRARED (IR) SUPPORT TO FIRE OPERATIONS

Aircraft systems configured with infrared (IR) camera systems are available from agencies and private sector to provide support to wildland fire operations in three mission areas:

- **New Fires.** Use IR imagery to detect and map locations of new fires, typically following a lightning storm.
- **Large Fire Perimeter Mapping:** Use IR imagery to map the heat perimeter of large fires, typically the role of National Infrared Operations (NIROPS).
- **Tactical Incident Awareness and Assessment (IAA):** Use IR imagery to provide near real-time situational awareness, spot fire detection, over watch of ground operations, and map the heat perimeter of smaller fires or active portions of large fires. This can be conducted during the day or night.

Infrared camera systems can be categorized into two primary categories:

- **Line Scanner / Step-stare camera systems.** Line scanners and step-stare systems can quickly scan and map large fires and are best used when the fire is actively burning with open flame.
- **Gimbal mounted electro-optical / infrared (EO/IR) camera ball.** EO/IR camera balls are best used to provide over watch of a specific area and are more sensitive to detecting smoldering heat sources, however scan volume to map large fires is typically lower than line scanners or step-stare systems. Aircraft equipped with gimbal mounted EO/IR camera balls are typically better suited to detection or tactical IAA missions.

Aircraft assigned to NIROPS are predominantly equipped with line scanners or step-stare camera systems. NIROPS will consist of agency as well as contracted aircraft. NIROPS aircraft are National Resources. To order, use the IR Online Scanner Request Form on the NIROPS website no later than 1530 hours Mountain Time

The form is located at:

<https://fsapps.nwcg.gov/nirops/users/login>.

Aircraft from federal, state, National Guard, and Contractors are available. Ordering procedures varies depending on the aircraft. To order, contact the ordering GACC to discuss options. The following guidelines can help select the right tool for the task:

- Identify what the IR imagery is needed for, what information it is intended to provide, the desired products, and time of day.
- If the fire is actively burning and a once per 24-hour perimeter map is sufficient, submit request for NIROPS.
- If the fire is experiencing significant spread and additional day-time mapping and/or over watch is needed to monitor fire progression, consider requesting an aircraft equipped with thermal sensors for day-time flights in addition to nightly NIROPS.
- If the fire is no longer actively spreading and IR imagery is needed to inform mop-up decisions, consider requesting an aircraft equipped with a gimbal mounted camera ball instead of NIROPS.
- Following a lightning storm consider requesting an aircraft equipped with gimbal mounted camera ball to conduct a detection flight over the lightning affected area.
- Most crewed aircraft systems are only capable of providing “periodic” over watch of an incident, limited by fuel, for more “persistent” coverage of an incident, consider requesting a large UAS.

Visit the *Fire Imaging Technologies for Wildland Fire Operations* user guide for more detailed information. The guide can be found at:

<https://www.nifc.gov/nicc/logistics/reference-documents>

LARGE TRANSPORTATION AIRCRAFT

NICC is the sole source for large transport aircraft holding 14 CFR PART 121 Certificates. Large transport aircraft are National Resources and will be requested through NICC. Large transport aircraft arranged by NICC are requested on a per mission basis. Flight Following ATD/ETE will be relayed by the NICC Aircraft Desk for each flight leg. When requesting a large transport aircraft, the following information is required:

- Number of passengers and/or cargo weight per destination and combined total weight for the flight. Pick-up point at jetport and time passengers and/or cargo are available to load.
- NICC requires 48-hour lead time to plan and schedule aircraft for demobilization flights.
- Pick-up point at the jetport is the Fixed Base Operator (FBO) or gate at the airport terminal where the aircraft will park.
- Passengers must be weighed and manifested prior to boarding the aircraft.
- Government or contractor support available at each airport, including contact name and telephone number.
- All personnel listed on the manifest and flight crew members should be provided at least one sack lunch.

- **Note:** Lithium Batteries are not permitted and cannot be transported in the cargo hold on NICC large transport aircraft.

FREQUENCIES

All documents containing USDA Forest Service (FS) and/or Department of Interior (DOI) frequencies must have the following statement on the top and bottom of each page containing frequencies, “CONTROLLED UNCLASSIFIED INFORMATION//BASIC.” This requirement is in accordance with direction from the Washington Office Frequency Managers for both Departments.

FM, VHF, and UHF Frequencies

NIICD issues dedicated FM frequencies in conjunction with communication equipment assigned to incidents. NIICD will order additional FM frequencies from DOI and FS, Washington Office, as conditions warrant. To ensure proper frequency coordination, the ordering office must include the Latitude and Longitude of the incident on the resource order.

AM Frequencies

Initial attack AM air-to-air frequencies will be assigned by the NIICD Communications Duty Officer (CDO) after annual coordination with the FAA. All available AM assignments will be published at the beginning of the fire season and will be available for use by the dispatch zones.

When the tertiary assignment (if applicable) is used the NIICD CDO will be notified by phone or email. VHF AM assignments are used for air-to-air communications and are authorized only within the zone to which they are assigned. IA frequency assignments are not to be used on project fires. To utilize the initial attack AM assignments to their fullest capabilities they should only be used on TFRs for the initial burning period, after that a dedicated AM frequency should be ordered from the CDO through IROC.

FM Air-to-Ground Frequencies

FM air-to-ground frequencies will be facilitated and coordinated by the NIICD CDO in cooperation with the agency frequency managers with the intent to create permanent assignments. Both AM and FM assignments will be used on an interagency basis and master records of the assignments are maintained by the NIICD CDO. Updated frequency information for initial attack air-to-air, and air-to-ground is coordinated annually with the GACCs.

Requests for the use of dedicated Air-to-Air and Air-to-Ground frequencies will be made through established ordering channels from the incident host GACC, directly to the NIICD, followed by a call placed to the CDO. The CDO coordinates all National Cache FS and DOI frequencies as well as any additional frequencies released by other agencies for wildland fire support. Frequencies are ordered on an Aircraft “A” request.

[EA Interagency Standards for Resource Mobilization \(EAISRM\)](#)

Procedures to obtain additional frequencies:

- *Dispatchers shall request additional frequencies through normal ordering channels to EACC, using an “A” number in IROC for each separate frequency requested. The following information must be included:*
 - *Number of frequencies required*
 - *Use of the frequencies (AM for air-to-air or FM for air-to-ground)*

- *Latitude and longitude of incident or air operations center point*
- *Whether the aircraft are equipped to operate on narrow band or wide band.*
- *NIICD will assign, as required, FAA frequencies. This process may take from a couple of hours or longer depending on what else is going on throughout the country.*
- *When no longer needed, units shall release frequencies back to NIICD*

AIRSPACE

Temporary Flight Restrictions (TFR) FAR 91.137

Temporary airspace restrictions will be established when incident related aviation activities present potential conflict with other aviation activities. The Federal Aviation Administration (FAA) requires that latitude/longitude information for TFRs must be provided in degrees, minutes, seconds, including reference to north latitude and west longitude. If seconds' information is not available, add two zeroes to the description. Do not use spaces, commas, or other symbols in the description. Example: ddmssN/ddmmssW or 450700N/1175030W. The corner points should be listed in a clockwise sequence around the requested TFR to avoid "bow tie" depictions.

For further information on how flight restrictions are requested and implemented, please reference the *NWCG Standards for Airspace Coordination, PMS520* located at:
<https://www.nwcg.gov/publications/520>

EA Interagency Standards for Resource Mobilization (EAISRM)

EA Dispatch Centers will:

Request a TFR

1. *Create a request for the TFR in IROC under Aircraft – Service, as well as complete the Interagency Request for Temporary Flight Restrictions Form*
2. *Place the IROC request to EACC, along with a copy of the completed TFR request form as an attachment to the IROC order and upload to the local center's TFR folder in the GACC_EA Sharepoint. May also send as an email to WIEACC@FIRENET.GOV*

Cancel a TFR

1. *Cancel via phone call through the EACC or as a notification in the GACC_EA TEAMS Aviation Channel as soon as it is no longer required.*

Typical TFRs are requested in a seven (7) nautical mile radius of a given point and 4500 feet above the highest point (MSL). However, TFRs may be requested in any configuration desired depending on the situation, topography, amount of air traffic, etc.

The EACC Aircraft Coordinator will:

1. *Enter the TFR request into the FAA NOTAM (Notices to Air Missions) Entry System (NES),*
2. *Follow up with a phone call to the appropriate Air Route Traffic Control Center (ARTCC),*

3. *Fill the IROC Aircraft-Service order with the issued NOTAM number and notify the requesting EA dispatch center.*

TFRs in the USA may be found at <http://tfr.faa.gov/tfr2/list.html> TFRs are not considered to be in effect until the FAA has issued a Notices to Air Missions (NOTAM) regarding the specific TFR.

Ordering considerations for TFRs

- *Order a dedicated Air-to-Air AM frequency before placing an order for a TFR whenever possible*
- *If using a local IA Frequency for the initial TFR and the incident will continue past one operational period, replace it by ordering a discrete Air-to-Air AM Frequency for the incident as soon as possible*
- *A new A# is required for every TFR update, including frequency changes.*
- *TFRs involving Military Training Routes and Special Use Airspace require additional notification of that closure to the scheduling military base. Further direction may be obtained in the NWCG Standards for Airspace Coordination.*

Reference 91.137: Placing a TFR over an incident area does not automatically eliminate non-tactical aircraft for the area. Note the exceptions for law enforcement and news media in the FAR. It is highly recommended that an Airspace Coordinator (ASCO) be ordered in those cases where airspace is complex or numerous aircraft are deployed.

NOTICES TO AIR MISSIONS DISTANT (NOTAM (D))

In some cases, a NOTAM (D) may be appropriate to notify non-participating general aviation, commercial, or military aircraft of an agency aviation project or activity such as aerial ignition on a prescribed fire, blasting, for helibases located outside a TFR, or for operations at an agency owned airstrip that do not require closure.

When applicable a NOTAM (D) will be requested by the local dispatch center. Once issued, notify the Aviation desk at the EACC that a NOTAM (D) has been issued.

To have a Notices to Air Missions (NOTAM) issued by the NOTAM Flight Service Station call (1-877-487-6867), when you call it will prompt you by asking the state in which the project/controlled burn is located. Have the following information ready when the individual comes on the line.

- *Why are you requesting a NOTAM D? (Controlled burn, other projects involving aviation assets)*
- *Notification 1 - 2 hours in advance, can be requested earlier*
- *Lat/long of the project or Controlled burn (FAA verbiage)*
- *Distance from the closest VOR in degrees and miles*
- *Location of closest airport and radial direction from the airport. (eg: 5 miles south east from the airport)*
- *Surface to what altitude for smoke dispersion.*
- *Aerial ignition utilized? What altitude will helicopter operations take place?*

- *Will there be any Detection Aircraft or other aviation assets as part of the operation? (Giving updates to the burn boss)*

NOTAM (D)s in the USA may be found at: <https://pilotweb.nas.faa.gov/PilotWeb/>

Participating Aircraft

Internal procedures for requestors to participate in the hazard relief effort and work within incident TFRs will be coordinated to ensure the utmost safety. Please reference the *NWCG Standards for Airspace Coordination, PMS520* for standard procedures for Participating Aircraft.

Military Training Routes and Special Use Airspace

Military Training Routes (MTR) and Special Use Airspace (SUA) that present conflicts with incident related aviation activities will be identified by local units. One source for this information is the *AP/1B, Flight Information Publication, Military Training Routes*. Each dispatch office should download a current edition of the AP/1B. Special Use Airspace may be found on Sectional Aeronautical Charts. Critical Airspace information pertinent to flight operations should be organized for easy and rapid utilization (i.e., displayed on local unit aviation hazard maps).

Further direction may be obtained in the *NWCG Standards for Airspace Coordination, PMS520*.

Airspace Conflicts

Aviation personnel have a responsibility to identify and notify the FAA and report conflicts and incidents through the Interagency SAFECOM (Safety Communication) System to assist in the resolution of airspace conflicts. Notification to the FAA should be timely. When a conflict or incident occurs, it may indicate a significant aviation safety hazard. Conflicts may include Near Mid Air Collisions, TFR intrusions, and Fire Traffic Area (FTA) communication non-compliance. Further guidance is available in the *NWCG Standards for Airspace Coordination, PMS520*.

The Aircraft Conflict Initial Report can be accessed at: <https://www.nwcg.gov/tags/iasc>

FAA Temporary Control Tower Operations

Geographic Areas within the FAA's Western Service Area (which includes the following states: AK, AZ, CA, CO, HI, ID, MT, NV, OR, UT, WA and WY) may request FAA Air Traffic Control support through the Western Service Area Agreement when air operations in support of an incident becomes complex or unsafe at uncontrolled airports or helibases.

Geographic Areas within the FAA's Central Service Area (which includes, either entirely or portions of the following states: AR, AZ, IL, IN, KS, KY, LA, MD, MI, MN, MO, MS, ND, NM, NY, OH, OK, PA, SD, TX, WI, WY) may request FAA Air Traffic Control support through the Central Service Area Agreement when air operations in support of an incident becomes complex or unsafe at uncontrolled airports or helibases.

FAA Temporary Control Towers are ordered on an Aircraft Order. A lead time of 48 hours is desirable when ordering. Ordering procedures are outlined within the current agreement. The GACCs do not need to forward the request to NICC.

The Interagency agreement with the FAA requires that a resource order and a Temporary Tower Request form be forwarded to the FAA. The forms may be forwarded when the request is made by the GACC to the FAA's Regional Operations Center (ROC). For additional information on requesting a temporary tower, please reference the checklist found in the *NWCG Standards for Airspace Coordination, PMS520*.

When procuring a Temporary Tower with an EERA for Forest Service incidents, The Buying Team or a purchaser will need to begin with the At Incident Management Support (AIMS) process to set up an EERA with a contractor to provide Temporary Tower Services. All other agencies will need to follow their local procurement process.

NOTE: The contractor will need to have a Letter of Agreement (LOA) and the Controllers need to be certified for the specific location. The FAA will send a certifier to the location where the Temporary Tower Services are being requested once the contracted Mobile Temporary Control Tower is in place.

The contractor cannot provide services until the LOA is in place and the Controllers have been certified by the FAA. If the EERA route is utilized, please notify the National Airspace Coordinator. Please follow your local and Geographic Area protocols.

CHAPTER 60

PREDICTIVE SERVICES

PREDICTIVE SERVICES OVERVIEW

Predictive Services is a decision support unit for federal, state and local land management agencies for operational management of and strategic planning for wildland fire management resources. Predictive Services accomplishes this through analysis of weather and climate, fuels, fire activity and behavior.

Intelligence gathering is a fundamental component of the national coordination system for federal, state and local land agencies. Intelligence coordination is accomplished through compiling reports from all levels of the firefighting organization as well as communicating with individual GACCs and local jurisdictions concerning their historic, current, and expected fire occurrence.

The products and services from both Predictive Services and the Intelligence section provide support for the proactive management of wildland fire with an eye toward safety, cost containment, efficiency and ecosystem health.

[EA Interagency Standards for Resource Mobilization \(EASRM\)](#)

Predictive Services products are posted on the EACC Predictive Services website: https://gacc.nifc.gov/eacc/predictive_services/predictive_services.htm.

Wildland Fire Weather Forecasts

Wildland Fire Weather Forecasts are the responsibility of the National Weather Service.

Local dispatch centers will have protocols in place for monitoring, requesting, and disseminating fire weather forecasts, spot weather forecasts, fire weather watches, red flag warnings and other severe weather events (e.g., severe storm warnings, flash flood warnings, tornado warnings) to firefighters, incident commanders, and field-going personnel.

PREDICTIVE SERVICES PRODUCTS

7-Day Significant Fire Potential Outlook

The National 7-Day Significant Fire Potential Outlook is a composite of outlooks produced by each of the Geographic Area Predictive Services'. The 7-Day provides a week-long projection of fuel dryness, weather and fire potential. The 7-Day depicts a nationwide view of the significant fire potential for the next seven days with links to the individual Geographic Area 7-Day Outlooks. The system is database-driven and is updated periodically as each Geographic Area Predictive Services posts its outlook. Each Geographic Area Predictive Services will determine whether to routinely produce a morning or afternoon product. Issuance times for each Area's outlook can be found in their respective Geographic Area Mobilization Guide and/or National Weather Service/ Predictive Services Annual Operating Plan. Geographic Areas are required to provide 7-Day Outlooks daily, except when the Geographic Area Predictive Services is not staffed. Forecasts will include the forecaster's name or other agreed upon identifier to facilitate coordination.

The National 7-Day Outlook, as well as individual Geographic Area 7-Day Outlooks can be found at:

<https://fsapps.nwcg.gov/psp/npsg/forecast#/outlooks?state=map>.

National Wildland Significant Fire Potential Outlook

The National Significant Wildland Fire Potential Outlook is prepared and distributed by NICC Predictive Services on the first day of each month. It is a composite of outlooks prepared by the individual Geographic Areas Predictive Services and National Discussions prepared by NICC Predictive Services. It provides fire managers with the information needed to make long-range decisions concerning resource staffing and allocation. The Outlook identifies areas where significant wildland fire activity is expected to be above or below normal levels.

The Outlook covers a four-month period, divided into four one-month sections. Maps for each period display areas of below normal, normal, and above normal significant wildland fire potential. A brief synopsis of the current and predicted national and GACC situation is included in the report. The Outlook begins with an executive summary which provides a brief synopsis of the past month's weather and a national overview of each of the outlook periods. The Past Weather and Drought section summarizes the weather of the past month and the evolution of any drought conditions to illustrate how fuels and fire conditions reached the current state. The Weather and Climate Outlooks section summarizes the broad climate patterns that will affect temperature and precipitation for the next four months. The Geographic Area Forecasts section provides brief but more specific weather, fuels and fire potential information for each of the Geographic Areas.

GACC monthly outlooks are mandatory. They provide greater detail than the national outlook issued by NICC. GACC monthly outlooks will adhere to the following protocols:

- GACC and NICC outlooks must be geospatially equivalent.
- GACC websites are required to link to the national outlook.
- GACCs are required to provide draft forecast maps, as well as narrative highlights for the outlook period to NICC no later than five business days before the end of each month.
- GACC monthly outlooks will be issued and posted to the web on the first business day of each month.
- Maps will show areas where above normal, normal and below normal significant fire potential are expected.
- A discussion of fuel conditions, climate outlooks and other pertinent information will be included in the outlooks.

Fuel and Fire Behavior Advisories

Fuels and Fire Behavior Advisories are alerts issued as needed to address an exceptional or extreme circumstance that could threaten firefighter safety. Conditions that could be reasonably expected normally do not warrant a Fuels and Fire Behavior Advisory. Advisories will focus on fuel conditions and fire behavior that have long-term impacts, not atmospheric conditions that can change significantly over short periods of time and found in other products.

Advisories will highlight conditions that are currently ongoing and give specific examples that have been experienced in the field. Advisories should be tailored so that firefighters at all experience levels can recognize the situation and act accordingly. Advisories should be coordinated with neighboring administrative units to ensure that all areas with similar conditions are being addressed. All Advisories that extend beyond a single local administrative unit or will

be posted on the National Advisory Map must be coordinated with the NICC and Geographic Area Coordination Center Predictive Services.

Each Advisory must include a map of the affected area. Only one Advisory may be active at any time over any area. If multiple Advisory conditions are present incorporate them into one Advisory. Advisories will remain in effect for 14 days from issuance. If the Advisory conditions continue beyond the 14 days a new Advisory will need to be issued to update conditions and circumstances with more timely information. Advisory templates can be found at:

<https://www.nifc.gov/nicc/predictive-services/fuels-fire-danger>

EA Interagency Standards for Resource Mobilization (EASRM)

The Eastern Area Predictive Services Unit coordinates and issues fuels/fire behavior advisories within the Eastern Area. These advisories will be posted to the NIFC Predictive Services website at: https://www.predictiveservices.nifc.gov/fuels_fire-danger/fuels_fire-danger.htm

When a situation arises that warrants an advisory message, the following process should be followed:

- *Determine area of extent*
- *If local area only (single agency unit or county):*
 - o *Local area should issue advisory or safety message (use of standard template strongly recommended).*
- *If geographic in scope (multiple units, counties, or significant portion of geographic area):*
 - o *Involve and coordinate with EA Predictive Services unit to get their input/feedback.*
 - o *Discuss message on 09:30 MT Coordinators call to determine if other GACCs are facing same issue.*
 - o *Review and tailor message for content, accuracy, suitability and distribution. Predictive services staffs at Geographic and/or National levels, as appropriate, will coordinate to ensure message is appropriate for entire area of concern.*
- *Post advisory according to protocols listed below.*
 - o *Use Standard Template.*
 - o *Send completed advisory to NICC who will post to national fuels and fire behavior advisory*
 - o *Create a detailed map using available tools to draw affected area and to coordinate with neighboring units.*
 - o *NICC Predictive Services will maintain a national webpage to display Fuels and Fire Behavior Advisories with links to advisory messages developed by local units and Geographic Area Predictive Service Units.*

o It is recommended that URLs and email messages posted or sent out by the GACCs informing users about the advisory contain a link to the NICC Fuels/Fire Behavior web page. This will inform users about other fuels/fire behavior advisories that are posted across the country.

o GACC web pages should link to the NICC page for the advisory text and any advisory messages developed by local units.

RED FLAG WARNINGS, FIRE WEATHER WATCHES

Red Flag warnings and fire weather watches occur when significant fire weather events are expected across a designated area. A Fire Weather Watch is issued when critical fire weather conditions may occur over a designated area. A Red Flag Warning is issued when critical fire weather conditions are either occurring or are imminent over a designated area.

Critical fire weather is locally defined criteria including strong winds, very low relative humidity, and warm temperatures leading to dangerous wildland fire conditions. Local fuel conditions and fire danger indices are also monitored and taken into consideration when issuing these products. Identification of these events is primarily the responsibility of the local National Weather Service (NWS) offices. The EACC Predictive Services web page has links to each NWS Fire Weather page within the Eastern Area:

https://gacc.nifc.gov/eacc/predictive_services/weather/weather.htm.

a. Red Flag Warning

A Red Flag Warning will be issued to warn the user of an impending or ongoing Red Flag event. A Red Flag Warning will be issued immediately when Red Flag conditions are occurring. Otherwise, it will be issued for impending Red Flag conditions when there is a high degree of confidence that conditions will develop within the next 24 hours. All dispatch centers and forecast offices should report Red Flag Warnings in their area to EACC.

b. Fire Weather Watch

A Fire Weather Watch is used to alert the user to the possible development of a Red Flag event in the near future. The event could be up to 72 hours in advance. All dispatch centers and forecast offices should report Watches in their area to EACC.

EASTERN AREA MORNING BRIEFING

The EA Morning Briefing is created using data from the SIT report, ICS-209 programs, EACC Predictive Services, IROC reports, and additional intelligence products. It is produced daily from March 1st to November 1st. The brief is posted to the EACC website by 11:00 CT.

INTERAGENCY RESOURCE REPRESENTATIVE (IARR) DAILY CREW REPORTS

IARR crew reports will be updated and posted to the EACC web site by 16:00 CT when crews/modules have been mobilized and an IARR has been assigned.

Incident Status Summary (ICS-209)

The Incident Status Summary (ICS-209) conforms to National Incident Management System (NIMS) policy. The ICS-209 is used to report large wildland fires and other significant events on lands under federal protection/ownership and is submitted to the GACC. Lands administered by states and other federal cooperators may also utilize this report.

The ICS-209 is submitted by the agency that has protection responsibility for the incident, regardless of who administers the land. If the protection agency is non-federal and chooses not to meet federal reporting standards, then the federal agency which has administrative jurisdiction will submit the ICS-209. Geographic Area Intelligence Coordination staff will ensure that their local dispatch centers submit complete and accurate ICS-209 reports for any wildland fire meeting the requirements specified in the *When to Report Wildland Fire Incidents with an ICS-209* flowchart shown in this chapter below and available at:

<https://www.nifc.gov/sites/default/files/document-media/ICS-209%20When%20to%20Report%20Wildland%20Fire%20Incidents%20Flowchart.pdf>

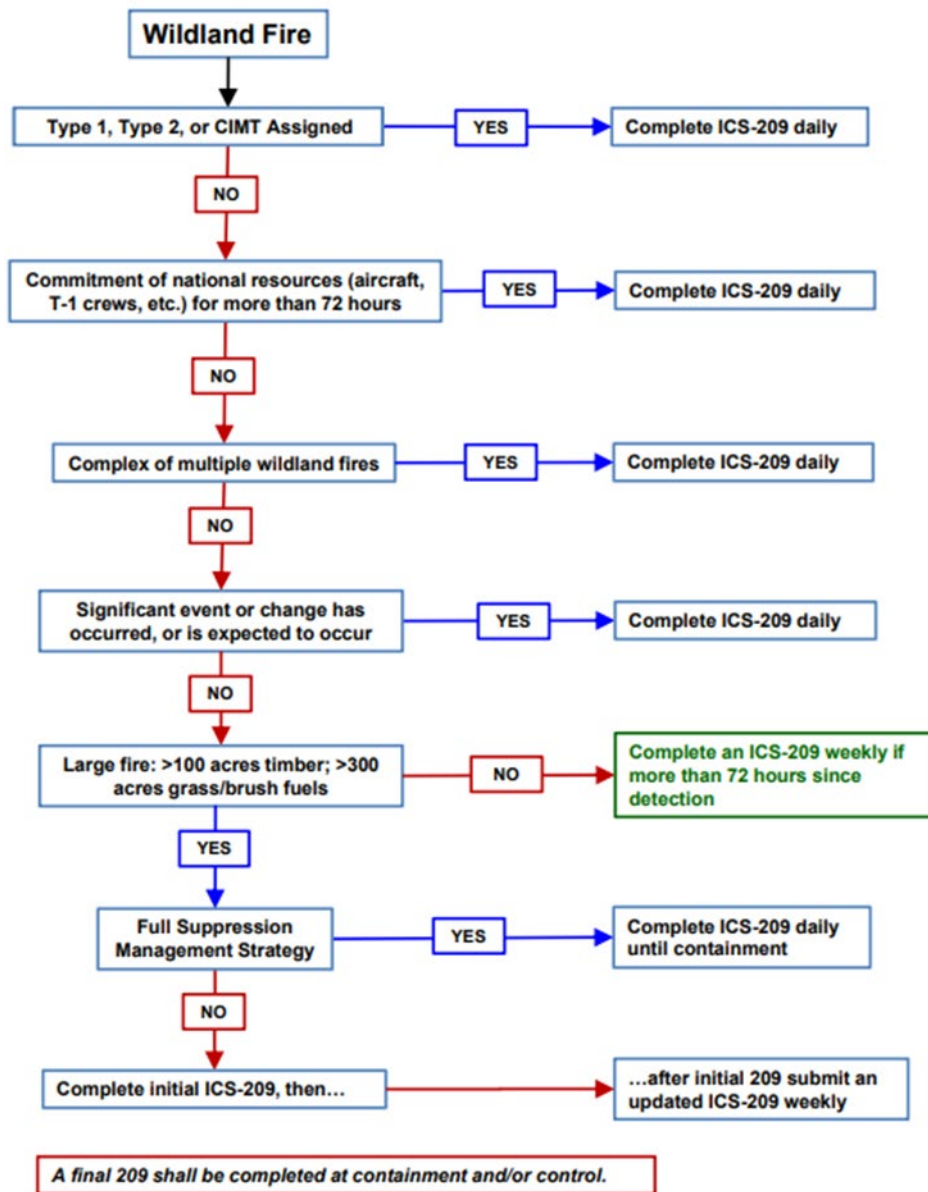
Required Reporting of Wildland Fires

The NICC classifies large wildland fires as 100 acres or larger in timber and slash fuel models; and 300 acres or larger in grass or brush fuel models; or when a Complex, Type 1, or Type 2 Incident Management Team is assigned.

Wildland fires managed for complete perimeter control (full suppression) will submit an ICS-209 daily when that wildland fire meets large fire criteria by 0200 Mountain Time to report the previous day's activity until the incident is contained. Refer to GACC Mobilization Guides or agency policy for reporting requirements once containment is achieved.

Wildland fires managed under a Monitor, Confine, or Point Zone Protection management strategy will submit an ICS-209 following the guidelines outlined below in the *When to Report Wildland Fire Incidents with an ICS-209*. For incidents that require daily reporting, ICS-209s should be submitted daily by 0200 Mountain Time to report the previous day's activity. For incidents that require weekly reporting, ICS-209s should be submitted weekly by Friday at 0200 Mountain Time.

When to Report Wildland Fire Incidents with an ICS-209



Non-Fire Incidents

An ICS-209 will be submitted for other events in which a significant commitment of wildland fire resources has occurred, or when a Complex, Type 1, or Type 2 Incident Management Team has been assigned.

Wildland fires within a complex should be aggregated and included in one ICS-209. A complex is two or more individual wildland fires located in the same general proximity, which are assigned to a single Incident Commander or Unified Command. Instructions on how to create a complex can be found at:

https://www.nifc.gov/sites/default/files/document-media/2023_ICS-209_User_Guide.pdf

EA Interagency Standards for Resource Mobilization (EASRM)

To maintain data management, reporting integrity, resource management and cost accountability for individual wildland fire incidents within a parent complex and to facilitate the necessary data sharing between fire application systems through IRWIN, the following complex reporting business practices for ICS- 209 and IRWIN must be followed.

- The complex parent is a unique record and is not a converted wildland fire incident record.*
- The complex parent record should be created in an IRWIN recognized CAD system, or as an individual ICS-209. The parent incident shall include the word “Complex” and not be named from an existing fire.*
- Individual child incidents can be added to a complex within the 209 program as either preexisting ICS-209 incidents or as individual IRWIN incidents created from another IRWIN recognized application using the ‘Complex by Incident’ button in block 7 of the 209 data entry screen. Finalize an existing ICS-209 child incident prior to associating the incident to the parent Complex.*
- Incidents that do not have a unique IRWIN record cannot be added to the complex using the ‘Complex by Incident’ button.*
- If an incident is removed from the complex, it may resume ICS-209 reporting as an individual incident if appropriate, using normal ICS-209 reporting guidelines.*
- Prescribed fires will be reported following the requirements outlined in the When to Report Wildland Fire Incidents document*

<https://www.nifc.gov/nicc/predictive-services/intelligence>

Interagency Situation Report

GACC Intelligence staff will ensure that all dispatch centers within their geographic area submit Situation Reports through the SIT/209 Application at different frequencies throughout the year. The reporting period for this report is 0001 to 2400. At National Preparedness Level 2 the NICC Intelligence Coordination staff will retrieve situation reports from the SIT/209 Application by 0200 Mountain Time. Fires and acres shall be reported by protection responsibility. Reporting is required for all prescribed fire activity on the same schedule as wildland fires.

EA Interagency Standards for Resource Mobilization (EASRM)**EASTERN AREA INTERAGENCY SITUATION REPORTING CRITERIA**

Eastern Area dispatch centers will submit SIT reports via the web-based SIT program,

<https://famauth.wildfire.gov/index.html>, per the established schedule:

Daily Reporting

Big Rivers Compact February 1 - April 30 and October 1 - December 1

Great Lakes Compact March 15 - June 1 and September 1 - November 1

Mid-Atlantic Compact March 1 - May 31 and October 1 - December 15

Northeast Compact April 1 - November 1

EACC Daily when the National preparedness level is 2 or higher (NMG, Ch. 60).

Daily SIT reports should be submitted by 16:00 local time for the last 24 hours of activity. If initial attack activity is such that the dispatch center is having difficulty meeting the 16:00 time frame, the dispatch center should contact the EACC Intel Coordinator and negotiate a later submission time. SIT reports may be submitted until 00:00 hours Central time and the data will still be contained in following mornings National Situation Report.

Outside of these parameters, units should report it as it occurs, on the day it occurs.

Eastern Area units should use the following criteria for determining when to submit SIT reports during the non-daily reporting time frames as stated above:

- *Reporting unit's fire danger is high to extreme.*
- *Wildland fire activity has occurred on your unit(s).*
- *Prescribed burn(s) are being implemented on your unit(s).*
- *Significant activity or large events occur within your local area (flooding, hurricanes, large hazmat, Homeland Security incidents, major sporting events, etc.).*
- *Commitment of significant resources (for example: timber sales, storm recovery, large hosted gatherings).*
- *Status updates for locally hosted National/Regional resources (Type 1 crews, Type 3 exclusive use helicopters, 4390 Starter Kits, ATMUs, Large Air Tankers or Helicopters, etc.).*

INTERAGENCY SITUATION REPORT (SIT)

- *Daily: issued daily, except when the unit is not staffed; such as weekends and holidays.*

The Interagency Situation Report (SIT) report identifies current wildland fire, prescribed burn activities and fire danger. This information is used by the GACCs, NICC, and other decision making groups (Congressional Staffers, Washington Offices, MACs, etc.).

The Eastern Area SIT report is posted in the Intelligence section of the EACC web page:

https://gacc.nifc.gov/eacc/predictive_services/intelligence/intelligence.htm

In order to keep fire managers abreast of current fire activity, a mechanism must be in place to allow dispatch centers the opportunity to provide crucial data. Current SIT report statistics benefit both State and Federal agencies and are the responsibility of the local unit dispatch center. NICC captures SIT information for the National Incident Management Situation Report (IMSR).

Full instructions for completion and helpful tips for the SIT report can be found on the following website:

https://gacc.nifc.gov/predictive_services/intelligence/niop/programs/sit_209/Help/index.htm.

- *Daily Fire Statistics: Dispatch centers report both wildland and prescribed fire activity occurring during the past 24 hours (00:01 to 24:00 local time) on their units in the Daily Fire Statistics screen of the SIT program. New acres burned on an ongoing wildfire should be reported daily on the sit report. (Example: if the fire started yesterday and was 500 acres, enter 1 fire for 500 acres. Today it is 700 acres so 0 fires for 200 acres would be entered.) Do not wait until the fire is controlled or out to report acres.*

- *Planned Prescribed Fires: This section is for reporting prescribed fire projects that are planned within the next few days. It gives managers an idea of the numbers of projects planned and resource commitments.*

Incident Management Situation Report

The National Incident Management Situation Report (IMSR) is issued at different frequencies throughout the year due based on incident activity. During periods of light activity, the IMSR shall be issued weekly on Fridays. As activity increases, the IMSR shall be issued daily Monday through Friday. The IMSR shall be issued daily at National Preparedness Level 3 and above, or when incident activity and resource mobilization determine the need for a daily IMSR.

The IMSR is prepared by the NICC Intelligence Program staff from information and data derived from the SIT/209 Application. What is included in the IMSR can be found at:

<https://www.nifc.gov/nicc/incident-information/imsr>

Large full suppression wildland fires are typically reported in the IMSR until:

- The incident is contained.
- The incident has less than 100 personnel assigned.
- The incident is no longer demonstrating significant activity.
- The incident fails to submit an ICS-209 three (3) days in a row.

Wildland fires managed under a Monitor, Confine, or Point Zone strategy will initially be reported on the IMSR when the event exceeds 100 acres in timber and slash fuel models, 300 acres in grass or brush fuel models, or a Complex, Type 1, or Type 2 Incident Management Team is assigned. Large, long-duration fires will be reported in the IMSR until activity diminishes, and thereafter when significant activity occurs (i.e., acreage increase of 1,000 acres or more since last reported, significant resource commitment, a significant event occurs, etc.).

The Active Incident Resource Summary is updated daily in the IMSR. It includes the total count of fires and acres with resources assigned that have been reported in the SIT-209 program within the last seven days.

CHAPTER 70

INCIDENT ADMINISTRATION

INCIDENT OVERVIEW

Local dispatch centers receive initial smoke reports from various entities and are responsible for coordinating an initial response to suspected wildland fires, and other emergency incidents under appropriate authorities. The standard business practice is one ignition, one record, one authoritative data source and one centralized ordering point per incident.

INCIDENT CREATION

Incidents will be created by the dispatch center with delegated authority for the benefiting agency(s) and associated Protecting Unit based on the incident's point of origin (POO). Unique Incident Identifiers are derived from the Protecting Unit Identifier and the Local Incident Identifier. Examples:

- MT-FNF-000567
- AZ-CRA-000231

The Unique Incident Identifier includes the calendar year but is only visible in some dispatch applications. Incident data and all ordering for the incident is tracked under the Unique Incident Identifier for the life of the incident.

Incident Record Creation and Data Integration

The Integrated Reporting of Wildland-Fire Information (IRWIN) service is designed to provide “end-to-end” fire reporting capability. IRWIN provides data exchange capabilities between integrated fire applications used to manage data related to wildland fire incidents. IRWIN focuses on the goals of reducing redundant data entry, identifying authoritative data sources, and improving the consistency, accuracy, and availability of operational data.

IRWIN can be thought of as a central hub that orchestrates data between integrated fire applications. Examples of integrated applications are various Computer Aided Dispatch (CAD) programs, the Interagency Resource Ordering Capability (IROC) program, the FireCode system, the SIT/209 application, the Wildland Fire Decision Support System (WFDSS), and the Interagency Fire Occurrence Reporting Modules (InFORM). Data is synchronized between participating applications to ensure the most current data is available in near-real-time. IRWIN supports conflict detection and resolution on all new wildfire incidents to support a unique record for each incident.

Local Dispatch Centers have the primary responsibility for creating incidents within an integrated fire application or program. For incident information to flow properly through IRWIN, incidents shall be created in one of the following ways:

- If there is a CAD present - Create the record in the CAD.
- If a CAD is not present - Create the record in InFORM.
- If neither option is available, coordinate with the local dispatch center to create the incident utilizing standard operating procedures.
- Creating an incident within FireCode should be rare.

NWCG Event Kind and Event Categories (Incident Type)

NWCG Event Kind and Event Category data standard specifies general, high-level codes and descriptions to use when categorizing incident types and planned events. Standard data values ensure consistency and accuracy within a given application and across multiple applications.

Although an event can trigger multiple types of conditions requiring response, the primary focus should be identified when specifying the Event Kind and/or Event Type. For example, a hurricane may cause flooding, search and rescue operations, and hazardous waste spills; but the Event Kind and Event Category should be “Severe Weather and Natural Disaster” and “Hurricane/Typhoon” since the hurricane was the triggering event.

NWCG Event Kind and Event Category Standards and associated business rules are located at:

<https://www.nwcg.gov/data-standards/approved/event-kind-category>

Multiple Events

Multiple event/records will not be created when an incident burns onto or crosses jurisdictional boundaries. When duplicate records are inadvertently created, every effort will be made to rectify by aligning incident and resource data associated with multiple records to the correct record.

Unprotected Lands

Areas for which no fire organization has responsibility for management of a wildfire authorized by law, contract, or personal interest of the fire organization (e.g., a timber or rangeland association) are defined as unprotected. In the event a Protecting Unit can not be determined for the POO, there are two acceptable rationales for incident creation.

- The responding organization determines it a threat to protected lands.
- The responding organization determines the incident has already burned onto protected lands.

The responding agency fire management or duty officer will determine if either criterion is met, resulting in the creation of an incident and associated response. The responding organization assumes responsibility for the incident and their respective Unit ID will be used for the Protecting Unit.

Incident Naming Protocols

When naming a wildland fire, thought should be given to ensure it is relevant and appropriate. Most land management agencies recommend that fires are named after geographic locations or landmarks. Sensitivity should be used in selecting an incident name that will not reflect negatively on the unit, fire organization or agency. What may seem to be a purely innocent name to the local unit may in fact have negative repercussions far beyond the fire itself.

Be mindful of naming a fire something that may be construed as offensive, derogatory, or inappropriate to any ethnic, religious, or political group. Avoid using names that are considered slang or may be construed as unprofessional.

The following should be avoided when naming a wildland fire:

- Including “Fire” in the incident name.

- Naming a wildland fire after a person.
- Naming a wildland fire after private property or company.
- Naming a wildland fire that includes the phrase "Dead Man" or "Deadman."
- Naming a wildland fire after another catastrophic fire (one that experienced fatalities, high property losses, etc.).
- Naming a wildland fire after a well-publicized event that could cause confusion.

Fire applications and programs that send and receive information through IRWIN have incident naming standards. Validation rules have been put in place that only allow certain naming conventions to flow properly through IRWIN. The following validation rules apply to incident naming conventions and their associated NWCG Event Code or Event Category:

- An Incident Complex (CX) record will have the word Complex in the naming convention.
- A Prescribe Fire record (RX) will have RX in the naming convention.
- An Emergency Stabilization/BAER (BR) record will have BAER in the naming convention.
- Fire Rehabilitation (FR) record will have FR in the naming convention.
- The Incident Name must be two or more alpha-numeric characters in length, limited to 55 characters.
- The Incident Name may be comprised of any combination of letters, numerals, and limited special characters.

More information regarding incident name validation and exchange rules can be found at:

<https://www.nwcg.gov/sites/default/files/publications/910-incident-name.pdf>

Unit Identifiers

NWCG Standards for Unit Identifiers, PMS 931 outlines business rules and practices for developing and utilizing NWCG Unit Identifiers. Additional information and instruction regarding appropriate creation, maintenance and application of wildland fire Unit Identifiers for incident management as it relates to land-based and non-land-based record creation, cooperator resource providers and incident support functions (i.e., dispatch, equipment/ radio cache and training centers) can be found within the standards.

Each Geographic Area Coordination Center Manager shall designate a Unit Identifier Data Custodian (GACC Data Custodian) and an alternate. GACC Data Custodians are responsible for ensuring each agency's internal process has been completed and have the authority to ensure appropriate NWCG Organizational Unit Codes are created.

Upon receipt of written requests, GACC Data Custodians are responsible for entering modified or newly created Unit Identifiers, and associated information, into the System of Record (SOR). The NWCG Unit Identifier Board Chair/Co-Chair is responsible for monthly publication of changes to NWCG Unit Identifiers after approval by the NWCG Unit Identifier Board.

NWCG Standards for Unit Identifiers, PMS 931 is found at:

<https://www.nwcg.gov/publications/931>

Incident Reporting

The NICC has defined reporting requirements for wildfires meeting specific criteria, refer to Chapter 60 for more information.

COST CODING

Interagency Fire and Severity Activities

The five Federal Land Management Agencies with Wildland Fire Management appropriations (BLM, BIA, NPS, FWS, and USFS) have an Interagency Agreement for Wildfire Management which provides a basis for cooperation on all aspects of wildfire activities. This agreement includes the direction to NOT cross-bill for services rendered for emergency fire suppression, including severity activities.

Regardless of the benefiting jurisdiction, Geographic Areas can preposition resources utilizing their assigned support FireCode in advance of predicted significant wildland fire potential, to meet ongoing fire activity needs when the resource assignment is not yet known, or for resources supporting multiple incidents.

For Severity, the BLM, FWS, NPS and BIA will use a four-digit interagency FireCode to track and compile costs for all severity activities; the ordering office must include the word “severity” within the resource order incident name. These DOI agencies will use FireCode D0YY when supporting FS severity activities.

Information on the interagency FireCode system can be found at:

https://www.firecode.gov/help/User_Guide.pdf

FS severity support to DOI will use the following codes by DOI Bureau:

- S70001 1522 – FS resource used on BIA severity orders.
- S70002 1522 – FS resource used on BLM severity orders.
- S70003 1522 – FS resource used on FWS severity orders.
- S70004 1522 – FS resource used on NPS severity orders.

All wildfire suppression orders are to have a four-character (alpha-numeric) interagency FireCode assigned by the ordering office. Interagency dispatch procedures have been established to incorporate assigning one FireCode per incident for use by all Federal Wildland Fire Agencies.

Orders processed through NICC must have at least one FireCode or agency financial code assigned by the ordering office. Financial codes should be consistent with the Incident Type.

Bureau of Land Management (BLM)

The BLM wildland fire management cost coding is divided into thirteen (13) activities:

- | | |
|------------------------------|-------------------------------|
| • Wildland Fire Preparedness | LF1000000 |
| • Suppression Operations | LF2000000 (subject to change) |
| • Severity | LF2100000 |
| • Emergency Stabilization | LF2200000 |
| • Fuels Management | LF3100000 |

- Burned Area Rehab LF3200000
- Fire Facilities LF3300000
- Joint Fire Science Program LF3400000
- State Assist Suppression LF5610000
- State Assist Preparedness LF5710000
- Fire Reimbursable LF6900000
- All-Hazard Reimbursable LF6910000
- Fire Trespass L53250000

Except for Wildland Fire Preparedness and State Assist Preparedness, a project number is required regardless of the activity code being used. The standard fund coding guidelines used for suppression, rehabilitation, and fuels activities apply. The standard severity coding procedure of converting from the severity number to a fire number applies when dispatched to a specific fire. All fire severity numbers have been assigned under program LF2100000.HT0000.

Bureau of Indian Affairs (BIA)

The BIA wildland fire management funding is divided into six (6) activities and various sub-activities:

Wildland Fire Preparedness

- | | FBMS Functional Area |
|-----------------------------|-----------------------------|
| • Preparedness | AF1002020.999900 |
| • Interagency Fair Share | AF1003030.999900 |
| • National Programs | AF1004040.999900 |
| • FireBert | AF1005050.999900 |
| • Self-Governance | AF1002900.999900 |
| • Aviation | AF1002A00.999900 |
| • Wildland Fire Prevention | AF1002T00.999900 |
| • Interagency Hotshot Crews | AF1002U00.999900 |
| • Fire Ready Reserve | AF1002V00.999900 |

Emergency Suppression

- | | |
|---------------------------|------------------|
| • Suppression | AF2001010.999900 |
| • Severity | AF2105050.999900 |
| • Emergency Stabilization | AF2202020.999900 |

Construction & Deferred Maintenance

- | | |
|---------------------------------------|------------------|
| • Construction & Deferred Maintenance | AF3304000.999900 |
| • Self-Governance | AF3302G00.999900 |

Burned Area Rehabilitation

- | | |
|------------------------------|------------------|
| • Burned Area Rehabilitation | AF3202B00.999900 |
|------------------------------|------------------|

Fuels Management

- Fuels Management AF3102H00.999900
- Reserved Treaty Rights AF3103131.999900
- Resilient Landscapes AF3103636.999900

Reimbursable-Wildland Fire Management

- Preparedness AF6901000.999900
- Emergency Operation AF6902000.999900
- Burned Area Emergency Rehabilitation AF6903000.999900
- Fuels Management AF6904000.999900
- All Risk Assistance AF6910000.999900

Proceeds of Sale of Surplus

- Property/Equipment AF6906000.999900

Proceeds of Sales of Surplus

- Property/Vehicles AF6907000.999900
- Collections – Preparedness AF6908000.999900
- Collections – Suppression AF6909000.999900

The Wildland Fire Management branch employs the Work Breakdown Structure (WBS) and Fire Codes (Prescribed by the Department and Congressional mandate) to facilitate funding programs. This will be accomplished through the use of FBMS accounting codes, including the following elements: Fund Code, Cost Center, Functional Area, Budget Object Class- Commitment Item and WBS.

A BIA example of a suppression, fire code, should look like: 18XA1125TR AAK4004401 AF2001010.999900 261A00 WBS AF. SPFAX60000.00000.

The WBS code will be on all obligation and expenditure documents. WBS codes must be established by the BIA-NIFC Budget Office or the Central Office. This will ensure all costs are tracked by the projects or missions.

Four-digit FireCode numbers are generated by the FireCode system, used by USDA and DOI. These FireCodes are entered into the FBMS system and used as appropriate. Severity FireCodes must be approved by the BIA Fire Operations Director. Preparedness, Burned Area Rehabilitation, Fuels Management and Construction and Reimbursable cost codes require funding transactions documents (FBMS Entry Document) to be approved.

National Park Service (NPS)

The NPS wildland fire management cost coding is as follows:

Wildland Fire Preparedness

- PF100PP85.WX0000 Base-8 for All-Hazard support
- PF100PP85.Y00000 Program Management

- PF100PP85.WR0000 Readiness
- PF100PP85.MF0000 Preparedness Fleet Maintenance
- PF100PP85.EF0000 Research
- PF100PP85.YP0000 Plan/Compliance
- PF100PP85.S00000 Provide Community Assistance
- PF100PP85.WW0000 Respond to Wildfires
- PF100PP85.P00000 Preventative Maintenance
- PF100PP85.M00000 Corrective Maintenance

Fire Facilities Construction & Maintenance

- PF330FF85.M00000 Fire Facility Corrective Maintenance
- PF330FF85.CN0000 Fire Facility Construction

Suppression Operations

- PF200SP85.WW0000 Respond to Wildfires
- PF210SV85.WV0000 Severity
- PF210SV85.WU0000 Step-Up
- PF220ES85.RM0000 Wildfire Burned Area Response

Burned Area Rehabilitation

- PF320BR85.RM0000 Wildfire Burned Area Response
- PF320BR85.Y00000 Program Management
- PF320BR85.AM0000 Monitor Treatment

Hazardous Fuels Reduction – Non-WUI

- PF310HF85.Y00000 Program Management
- PF310HF85.WP0000 Implement Prescribed Fire
- PF310HF85.YP0000 Plan/Compliance
- PF310HF85.AM0000 Monitor Treatment
- PF310HF85.WM0000 Implement Mechanical Treatments
- PF310HF85.WC0000 Implement Other Treatments
- PF310HF85.MF0000 Non-WUI Fleet Maintenance
- PF310HF85.EF0000 Research

Hazardous Fuels Reduction – WUI

- PF310WF85.Y00000 Program Management
- PF310WF85.WP0000 Implement Prescribed Fire
- PF310WF85.YP0000 Plan/Compliance
- PF310WF85.AM0000 Monitor Treatment
- PF310WF85.WM0000 Implement Mechanical Treatments

- PF310WF85.WC0000 Implement Other Treatments
- PF310WF85.EF0000 Research

State Assistance

- PF46060C8.W00000 State Assistance Collect Operations
- PF47070C8.W00000 State Assistance Collect Preparedness
- PF56161C8.W00000 State Assistance Expenditures Operations
- PF57171C8.W00000 State Assistance Expenditures Preparedness

The interagency FireCode will be used by the National Park Service for tracking and compiling costs for wildland fire suppression, severity (including step-up), emergency stabilization and burned area rehabilitation activities.

Fish and Wildlife Service (FWS)

The FWS wildland fire management cost coding is provided below:

- Wildland fire Preparedness FF.F10000##ZZZZ0
- Suppression Operations FF.F20000##ZZZZ0
- Severity FF.F21000##ZZZZ0
- Emergency Stabilization FF.F22000##ZZZZ0
- Burned Area Rehabilitation FF.F32000##ZZZZ0
- Hazardous Fuels Reduction (Non-WUI) FF.F31000##NZZZZ
- Hazardous Fuels Reduction (WUI) FF.F31000##WZZZZ

= FWS Region number (01-09) ZZZZ = project assigned code/FireCode

All cost codes require a ten-digit cost center, then a fifteen-digit Work Breakdown Structure (WBS), which includes the interagency FireCode or project number. The interagency FireCode will be used with the appropriate account as stated in the FWS Fire Business Guide. All fire operations activities require a project number.

The interagency FireCode will be used by the Fish and Wildlife Service for tracking and compiling costs for wildland fire suppression, severity, and subsequent rehabilitation activities.

Forest Service (FS)

The interagency FireCode Program will be used to generate a four (4) character code that will be used to track and compile costs.

“P” codes represent wildland fire suppression incidents.

“S” codes represent severity requests. Each Region/Forest will have one S-code for Regional Office approved severity. Regional severity codes will be established in the format: S#1111. Region/Unit overrides will be used.

“F” codes indicate FEMA supported incidents. An “F” code will be assigned by the Forest Service Regional Office that is within the affected FEMA Region. Individual resources ordered to a FEMA incident will charge to the appropriate “F” code. Units providing support to a FEMA incident will

charge to the “F” code in accordance with the FS annual incident job code guidance. Under the NRF, overtime, travel, and per diem are reimbursable. Base salary of all employees on assignment to a FEMA incident will be charged to the appropriate “F” code and paid from the Emergency Operations (WFSU) account.

CHAPTER 80 FORMS

Listed below are links to commonly used forms. It is suggested that units download and save these forms to assure access to them when they might not be immediately available via the internet. Frequent downloads will make sure units have the current version of the forms.

The following forms are all available at: https://www.nifc.gov/nicc/logistics/coord_forms.htm

- Resource Order Form
- Mobile Food and Shower Service Request
- Cooperator Aircraft Use Validation Form
- Passenger and Cargo Manifest
- Aircraft Flight Request/Schedule Form
- FAA Temporary Tower Request Form
- Request for a Temporary Flight Restriction Detail Request Form
- Wildland Fire Fatality and Entrapment Form
- Assignment Extension Requirements and Documentation Form
- Rationale for Assigning/Requesting Incident Management Teams
- Reimbursable Form

The ICS 209 Incident Status Summary is available at:

<https://fam.nwcg.gov/fam-web/sit/ics209.pdf>

The Fuels and Fire Behavior Advisory Template is located at:

https://www.predictiveservices.nifc.gov/fuels_fire-danger/fuels_fire-danger.htm

NWCG Aircraft Conflict Initial Report is located at:

<https://www.nwcg.gov/sites/default/files/committee/docs/iase-aircraft-conflict-initial-report-form.pdf>

NWCG Hazard Relief Participant Request Form, PMS 520-1

<https://www.nwcg.gov/sites/default/files/publications/pms520-1.pdf>

APPENDIX: ACRONYM GUIDE

The following acronyms are used throughout the National Interagency Standards for Resource Mobilization:

AA	Agency Administrator
ICAC	Incident Commanders Advisory Council
AD	Administratively Determined
AFF	Automated Flight Following
AGL	Above Ground Level
AIMS	At Incident Management Support
AMRS	All-Hazards Meteorological Response System
ARA	Air Resource Advisor
ASTAT	Aviation Safety and Technical Assistance Team
ASM1	Aerial Supervision Module
ATD	Actual Time of Departure
BAER	Burned Area Emergency Response
BIA	Bureau of Indian Affairs
BHA	Bureau for Humanitarian Assistance
BLM	Bureau of Land Management
BNML	Battalion Military Liaison
BPA	Blanket Purchase Agreement
BUYT	Buying Team
CDO	Communications Duty Officer
CIMT	Complex Incident Management Team
COD	Coordinator on Duty
COMC	Communications Coordinator
COML	Incident Communication Unit Leader
COP	Chief-of-Party
COR	Contracting Officer Representative
CORD	Expanded Dispatch Coordinator
CMAT	Community Mitigation Assistance Teams

CRWB	Crew Boss
CREP	Crew Representative
CRM	Crew Resource Management
CWN	Call-When-Needed
DASP	Disaster Assistance Support Program
DCO	Defense Coordinating Officer
DDP	Designated Dispatch Point
DLA	Defense Logistics Agency
DOD	Department of Defense
DOI	Department of Interior
EDSP	Expanded Dispatch Supervisory Dispatcher
EERA	Emergency Equipment Rental Agreement
EFTR	Emergency Firefighter Time Report
ESF	Emergency Support Function
EST	Emergency Support Team
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure
ETE	Estimated Time Enroute
FAA	Federal Aviation Administration
FAR	Federal Aviation Regulations
FAST	Fire and Aviation Safety Team
FFAST	Federal Fire and Aviation Safety Team
FBO	Fixed Base Operator
FEMA	Federal Emergency Management Agency
FMO	Fire Management Officer
FOG	Field Operations Guide
FOR	Fixed Operating Rate
FRS	Family Radio Service
FS	Forest Service
FSS	Federal Supply System
FTA	Fire Traffic Area

FWS	Fish and Wildlife Service
GACC	Geographic Area Coordination Center
GACG	Geographic Area Coordinating Group
GMAC	Geographic Multi-Agency Coordinating Group
GSA	General Services Administration
HMGB	Helicopter Manager Single Resource
HSPD	Homeland Security Presidential Directive
HUCC	Host Unit Coordination Center
IA	Initial Attack
IAA	Incident Awareness and Assessment
IARR	Interagency Resource Representative
I-BPA	Incident Blanket Purchase Agreement
IC	Incident Commander
ICS	Incident Command System
ICS 209	Incident Status Summary
IHC	Interagency Hotshot Crew
IMET	Incident Meteorologist
IMSR	Incident Management Situation Report
IMT	Incident Management Team
INBA	Incident Business Advisor
InFORM	Interagency Fire Occurrence Reporting Modules
IQCS	Incident Qualification Certification System
IQS	Incident Qualification System
IR	Infrared
IRAWS	Incident Remote Automatic Weather Station
IRIN	Infrared Interpreter
IROC	Interagency Resource Ordering Capability
IRWIN	Integrated Reporting of Wildland-Fire Information
ISO	Incident Support Organization
IWFAQRP	Interagency Wildland Fire Air Quality Response Program
JFO	Joint Field Office

MAC	Multi-Agency Coordinating Group
MAFFS	Modular Airborne Firefighting Systems
MAP	Mandatory Availability Period
MOU	Memorandum of Understanding
NAPM	National Aviation Program Manager
NASF	National Association of State Foresters
NCO	National Contracting Officer
NCR	National Contract Resource
NFES	National Fire Equipment System
NFPET	National Fire Prevention Education Team
NFWC	National Fixed-Wing Coordinator
NFWOC	National Fire Weather Operations Coordinator
NICC	National Interagency Coordination Center
NIFC	National Interagency Fire Center
NIMO	National Incident Management Organization Teams
NIICD	National Interagency Incident Communications Division
NIROPS	National Infrared Operations
NISC	National Interagency Supply Cache
NISRM	National Interagency Standards for Resource Mobilization
NMAC	National Multi-Agency Coordination Group
NOAA	National Oceanic and Atmospheric Administration
NPS	National Park Service
NRCC	National Response Coordination Center
NRF	National Response Framework
NSP	National Surge Package
NWCG	National Wildfire Coordinating Group
NWS	National Weather Service
OAS	Office of Aviation Services
OFDA	Office of Foreign Disaster Assistance
OSHA	Occupational Safety and Health Administration
PAX	Passengers

POE	Point of Entry
POO	Point of Origin
PPE	Personal Protective Equipment
PRAWS	Project Remote Automated Weather Station
RAO	Regional Aviation Officer
RAP	Review, Audit, Process Team
RAWS	Remote Automated Weather Station
RFA	Request for Assistance
RIST	Remote Incident Support Team
ROC	Regional Operations Center
RRCC	Regional Response Coordination Center
RSFWSU	Remote Sensing/Fire Weather Support Unit
SA	Situational Awareness
SAIT	Serious Accident Investigation Teams
SEAT	Single Engine Airtanker
SOR	System of Record
TFR	Temporary Flight Restriction
THSP	Technical Specialist
UAS	Unmanned Aerial Systems
UHF	Ultra High Frequency
USA	United States of America
USAID	U.S. Agency for International Development
USDA	United States Department of Agriculture
USFA	United States Fire Administration
UTF	Unable to Fill
VHF	Very High Frequency
VOR	VHF Omnidirectional Range
VLAT	Very Large Airtanker
WFDSS	Wildland Fire Decision Support System
WUI	Wildland Urban Interface

EXECUTIVE SUMMARY OF CHANGES FOR 2024

Summary of Changes Definitions

Non-Policy Changes

- **Changed:** Wording was changed or updated by NICC for clarification or conciseness.
- **Updated:** Topics, descriptions and wording is new and added by NICC.
- **Deleted:** Topics, descriptions, sentences, etc., removed by NICC that are no longer applicable.
- **Moved:** Subject headings and content moved into a new chapter. Subjects rearranged/reorder within the same chapter do not meet this definition.

Policy Related Changes

- **Replaced:** Wording was changed or updated by NMAC for clarification or conciseness
- **Added:** Topics, descriptions and wording is new and added by NMAC
- **Removed:** Topics, descriptions, sentences, etc., removed by NMAC that are no longer applicable.

Global Changes

Replaced: National Mobilization Guide With: National Interagency Standards for Resource Mobilization

Chapter 10 Objectives, Policy, and Scope of Operation

Total Mobility Concept

Updated: *“To accomplish total mobility, all resources will be stasured and assigned in the resource ordering system regardless of incident type or location.”*

Priorities

Removed: *“and confirm drawdown levels.”* from first sentence.

Added: *“The delegation of authority for NMAC states: NMAC is the national level authority for directing and controlling firefighting resource allocations between Geographic Areas to ensure priority objectives are met, with full authority to take appropriate actions to implement their decisions”*

Added: *“Resource allocation decisions are based on the following considerations:*

- *Wildfire suppression.*
- *Emergency Support Function (ESF) / National Response Framework.*
- *Agency Prescribed Fire operations.*
- *International cooperation.”*

Local And Geographic Area Drawdown Levels

Replaced: *“Although drawdown resources are considered unavailable outside the local or Geographic Area for which they have been identified, National Resources may still be reallocated by the Geographic Area or NICC in coordination with NMAC to meet higher priority obligations.”* With: *“Drawdown resources are considered unavailable outside the local or Geographic Area for which they have been identified, National Resources may be reallocated by NMAC in coordination with the NICC and Geographic Areas to meet higher priority obligations.”*

Removed as redundant: *“Drawdown resources are considered unavailable outside the local or geographic area for which they have been identified.”*

National Resources

Removed: *Type 1 IMTs*

National Surge Packages

Removed: *“At any time, GMACs may also request specific resources for consideration and assembly by NMAC as NSP resources/packages.”*

Added to last sentence: *“and report back to their NMAC liaison on accomplishments/utilization of surge resources/packages.”*

Mobilization/Demobilization

Added *“agreements”* to first sentence.

Work/Rest, Length of Assignment and Days Off

Removed: *“This section provides a general overview of federal agencies’ work/rest, length of assignment and days off. For a complete listing of specific federal agency policy refer to the Interagency Standards for Fire and Fire Aviation Operations (NFES 2724):<https://www.nifc.gov/standards/guides/red-book>”*

Replaced: *“For Type 3 – 5 incidents, paid days off should be the exception. However, if necessary, the Agency Administrator (incident host or home unit) may authorize day(s) off with pay. During extended periods of activity in support of local fire management, personnel will have a minimum of 2 days off in any 14-day period.”* With: *“During extended periods of activity at the home unit, personnel will have a minimum of two (2) days off in any 21-day period. Home Unit is defined as the duty station.”*

Length of Assignment

Replaced: *“An assignment is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit.”* With: *“An assignment is defined as the time period (days) between the first full operational period excluding travel, and the last operational period. The last operational period is the last full day worked which excludes all travel. Assignments include prescribed fire and fuels treatments.”*

Updated: *“Standard assignment length is 14 days, exclusive of travel from and to the home unit, with possible extensions”*

Replaced: *“After completion of a 14-day assignment and return to the home unit, two (2) mandatory days off will be provided (2 after 14)”* With: *“After completion of a 14-day assignment and return to the home unit, three (3) mandatory days off will be provided (also referred to as “3 after 14”).”*

Added: *“For off-site/remote assignments, days off must occur on the calendar days immediately following last operational shift worked. If the next day(s) upon return from an incident is/are a regular workday(s), a paid day(s) off will be authorized. Regulations may preclude authorizing this for non-National Wildfire Coordinating Group (NWCG) and State/local employees.”*

Added: *“Contracted aircraft are not restricted by length of assignment. In order to limit disruption to operations, reduce strain on the ordering system and reduce unnecessary mobilization and demobilization of these high-cost resources, exclusive-use aviation personnel are encouraged to utilize a personnel rotation schedule that meets staffing criteria required of the resource.”*

“When numerous internal rotations of staffing Exclusive-Use aircraft occur, consideration for aircraft exchange shall be given by aviation managers and coordinators. Requests for such an exchange shall be coordinated with all parties involved to include the aircraft manager, IMT or hosting unit, GACC, NICC and applicable National Aircraft Coordinator. The ability to grant such requests during high fire activity or planning levels may be limited due to extenuating circumstances.”

Assignment Extension

Updated when assignments may be extended to include:

- *A military battalion is assigned.*
- *The assignment is a planned event (e.g., fuels treatment, prescribed fire implementation) with fatigue mitigations (e.g., shorter workdays, adequate rest in hotels, etc.).*

Updated: *“Upon completion of the standard 14-day assignment, an extension of up to an additional 14 days may be allowed (for a total of up to 30 days, inclusive of mandatory days off and exclusive of travel).*

With: *Regardless of extension duration, two mandatory days off will be provided prior to the twenty-second day of the assignment. When personnel are required to take a mandatory day off, which falls on their normal day off, there will be no pay compensation.”*

IMT Length of Assignment and Mandatory Unavailability

Added: *“CIMT Length of Assignment and Mandatory Unavailability”*

“The assignment length and unavailability period for CIMTs is determined based on Incident Commander (IC) travel and follows the process outlined below:

- *Day 1 will be the first full day following IC travel to the reporting location on the original resource order, whether it is staging/preposition, to shadow, or the first day in command of the incident.*
- *For a 14-day assignment, transfer of command may happen on day 14 or the morning of day 15, provided travel back to the home unit begins on day 15. Closeouts, evaluations, and other final processes should be conducted prior to day 15.*
- *Should an extension be approved, the transfer of command will occur no later than the final extension date.*
- *Requests to NMAC for a CIMT to be available again prior to the 7-day unavailability period should occur prior to the start of the 7 days. Only in exceptional circumstances will a CIMT be asked by NMAC within the 7-day period to roster prior to the end of the 7 days.*
- *The day following return travel by the IC will be day 1 of the CIMT unavailability period. The CIMT will be available to roster after a full 7 days have passed. Agency approved days off are included in the 7-day unavailability period.*
- *Tracking of these days will be accomplished by the Geographic Areas and shared with the NICC CIMT Coordinator for planning purposes.”*

Incident Management Team Extensions

Replaced: *“NMAC approval is required for Type 1 IMTs and CIMTs.”* With: *“NMAC approval is required for Complex Incident Management Team extensions.”*

National Fire Preparedness Plan

Replaced: *“Situations and activities described within the Preparedness Levels consider wildland fires and prescribed fires.”* With: *“Situations and activities described within the Preparedness Levels consider wildland fires, prescribed fires, all-hazard response and international assistance.”*

Preparedness Level Descriptions

Preparedness Level 1

Geographic Areas accomplish incident management objectives utilizing local resources with little or no national support. There is little risk of drawing down capability in any geographic area to support incident operations.

- *Conditions are not favorable to support significant wildland fire activity in most Geographic Areas.*
- *Resource capability is adequate with little or no mobilization of resources occurring through NICC.*
- *Potential for emerging significant wildland fires is expected to remain minimal.*

Preparedness Level 2

Active Geographic Areas may require national support to accomplish incident management objectives. Resource capability remains stable enough nationally to sustain incident operations and meet objectives in active Geographic Areas. There is a low to moderate probability that drawing down resources from non-active Geographic Areas may pose a risk should existing conditions change.

- *Significant wildland fire or non-fire activity is increasing in a few Geographic Areas.*
- *Resources within most Geographic Areas are adequate to manage the current situation, with light to moderate mobilization of resources occurring through NICC.*
- *Potential for emerging significant wildland fires is normal to below normal for the time of year.*

Preparedness Level 3

Mobilization of resources nationally is required to sustain incident management operations in active Geographic Areas. National priorities are established to address the demand for shared resources among active Geographic Areas. There is a moderate to high probability that drawing down resources from non-active Geographic Areas may pose a risk should existing conditions change.

- *Significant wildland fire or non-fire activity is occurring in multiple Geographic Areas with Incident Management Teams (IMTs) actively engaged.*
- *Mobilization of resources through NICC is moderate to heavy.*
- *Potential for emerging significant wildland fires is normal for the time of year.*

Preparedness Level 4

National Resources are heavily committed. National mobilization trends affect all Geographic Areas and regularly occur over larger distances. National priorities govern resources of all types. Heavy demand on inactive/low activity Geographic Areas for available resources.

- *Significant wildland fire or non-fire activity is occurring in multiple Geographic Areas with a substantial commitment of IMTs.*
- *NICC increasingly engages GACCs to coordinate and fill orders for available resources.*
- *Potential for significant incidents emerging in multiple Geographic Areas indicates that resource demands will continue or increase.*

Preparedness Level 5

National Resources are heavily committed, and additional measures are taken to support Geographic Areas. Active Geographic Areas must take emergency measures to sustain incident operations. Inactive/low activity Geographic Areas are reaching drawdown levels.

- *Full commitment of National Resources is ongoing.*
- *NICC coordinates resource requests with GACCs as resources become available.*
- *Potential for emerging significant wildland fires is high and expected to remain high in multiple Geographic Areas.*

Preparedness Level Actions Taken By NICC/NMAC

Added: "Preparedness Level Actions Taken By NICC/NMAC"

The following specific actions will be taken by the NICC and/or NMAC for the corresponding Preparedness Levels regardless of activity or the time of year. At any PL level, NMAC may assume the responsibilities of the NICC based on resource allocation and activity.

Preparedness Level 1

- *NICC produces the Incident Management Situation Report (IMSR) weekly on Fridays or as needed based on significant activity.*
- *NMAC meets as needed to accomplish administrative and procedural business.*

- *NICC manages national resource allocations as coordinated with NMAC based on pre-established prioritization criteria and resource mobilization guidelines.*
- *NICC CIMT Coordinator will monitor and coordinate CIMTs.*

Preparedness Level 2

- *NICC produces the IMSR daily Monday through Friday.*
- *NMAC meets on a regular basis to ensure situational awareness nationally as well as assessing resource commitment and availability.*
- *NICC manages national resource allocations as coordinated with NMAC based on pre-established prioritization criteria and resource mobilization guidelines.*
- *NICC will actively engage with the Geographic Areas for the assessment and coordination of Incident Management Teams.*

Preparedness Level 3

- *NICC produces the IMSR daily.*
- *NMAC will assume management of Type 1 and Type 2IA Crew assignments.*
- *NMAC will monitor CIMT assignments and may engage with GAs as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.*
- *NMAC activates the following support functions:*
 - *Crew Coordinator*
 - *CIMT Coordinator*
 - *SMKJ Coordinator*
- *NMAC implements a formal meeting schedule to align with the national situation.*

Preparedness Level 4

- *NMAC will manage all crew assignments.*
- *NMAC will manage all CIMT assignments. CIMT rationale forms may be required for all requests.*
- *NMAC will evaluate the need for activations of military and/or international assistance.*
- *NMAC meets daily Monday through Friday and on weekends as needed.*

Preparedness Level 5

- *NMAC may activate additional support functions as needed:*
- *NMAC receives requests for and assembles/allocates surge packages.*
- *NMAC may activate military and/or international assistance.*
- *NMAC has the delegated authority and may actively manage all suppression resources as needed.*

NMAC Support Function Responsibilities

Added: *“NMAC Support Function Responsibilities:”*

“At any time regardless of Preparedness Levels NMAC may activate additional support functions. The following standard practices will apply when the specific role is activated:

Incident Management Team Coordinator:

- *Coordinates with NICC and the GA to implement NMAC decisions.*
- *Tracks all IMT utilization.*
- *Provide recommendations to NMAC for team assignments.*

Crew Coordinator:

- *Coordinates with NICC and the GA to implement NMAC decisions.*
- *Tracks all Type 1 and 2IA crew assignments.*
- *At PL 4 and 5, NMAC may delegate tracking of all crew types.*

- *Provides recommendations to NMAC for crew allocations.*
- *Works directly with GAs to track crew needs and availability.*

Smokejumper Coordinator:

- *Coordinates with NICC and the GA to implement NMAC decisions.*
- *Tracks all smokejumper movement and availability.*
- *Assists NMAC and the NICC in prioritizing competing booster requests.*

Surge Package Coordinator:

- *Coordinates with NICC and the GA to implement NMAC decisions.*
- *Works with the GAs to assemble and track surge package requests.*
- *Single point of contact for GAs to report accomplishments and progress of assigned surge packages.*

International Operations

Updated: **“Processes for International Mobilization of Federal Resources”**

“International fire assignments are unique. The approval process for federal government employees has been expedited through the State Department and specific agencies, from 60-90 days to 3-7 days. Due to the condensed process, it is critical the sending unit completes and submits all required documents in a timely manner. The NICC International Coordinator must have all completed documentation to ensure State Department and agency clearance prior to the employee receiving country clearance. Clearance must be completed and approved prior to travel beginning.”

Updated: **“Dispatch Procedures for International Mobilization”**

International fire assignments are managed by the NICC, any questions should always be directed to the NICC International Coordinator. Once an order has been filled by a local dispatch center, they will ensure the completion of the following steps within the appropriate time allowed:

- *Ensure the resource is aware of all attached documentation within the order (i.e.: briefing packets, Special Needs documents, etc.)*
- *International Manifest is accurately completed and returned in a timely manner. The manifest must be submitted to NICC no later than **72 hours** before the Needed Date and Time on the Resource Order.*
 - *Failure to meet the 72-hour timeframe will result in the order being canceled.*
- *Vehicle Information is completed (if applicable) within the manifest.*
- *Travel can be arranged but not implemented until notification is received from the NICC International Coordinator that they are cleared for travel.*
 - *A copy of the itinerary is required to be submitted with the international manifest.*
- *Once the manifest is received by the NICC, it is sent to be reviewed for international travel clearance. (This may take 48 hours or longer)*

Once NICC receives confirmation the traveler is cleared through their respective agency, and State Department Electronic Country Clearance (ECC) is confirmed, the resource and/or resources host dispatch center will be informed of the resources approval to mobilize.

No travel can occur until this confirmation is received.

Ordering Process and Procedures

Updated: **“Name Requests**

“Each geographic area has the ability to evaluate each name request from their area, if there is an outstanding need for the requested resource capability within that geographic area or ongoing suppression efforts, it may be denied.

All name requests not filled by the item being requested will be returned to the requesting unit with the appropriate associated documentation i.e., Unable to honor this request due to outstanding needs within the geographic area.

Name Requests on Budgeted, Severity or Non-Suppression Funds

Name requests charged to severity, budgeted/programmed, or non-suppression funds are acceptable and will be processed without delay.

Severity requests often involve strategic movement of resources from area with lower fire potential, being directed by agency managers and duty officers and will be honored.

Refer to Chapters 20 (Overhead) and 40 (Equipment) for additional information.

Chapter 20 Overhead and Teams

Overhead Name Requests

Updated: ***“Name Requesting of Single Resource Overhead Orders***

Name requests for Overhead resources will be honored regardless of the type of order. The ordering unit must confirm availability for the individual being requested prior to placing the request. All name requests must include the individuals current dispatch location.

Trainee Requests

Name request for geographic area priority trainee positions will be justified withing the special needs as being approved by the GATR and will be processed without delay.

Suppression requests are prioritized by closest resource concept. Regardless of controlling agency, the agency resources that has the shortest timeframe to reach an incident should be mobilized and name request may not be honored if a closer, like resource, is available.”

Technical Specialist

Changed: *“The use of the Technical Specialist (THSP) position code should be name requested and used when no established NWCG catalog item representative of the job to be performed exists. (Duty Officer, Air Resource Advisor etc.)” To: “Use of THSP position code is appropriate when no other position code exists and requires additional information describing the specialty or work to be included in the assignment. Example: THSP – Duty Officer or THSP Center Manager.”*

Complex Incident Management Teams

Removed: *IMT1 and IMT2 Language.*

Replaced section with:

NMAC Management of IMTs

NMAC is delegated authority to prioritize and direct the use of all team assignments for Complex Incident Management Teams (CIMTs), National Incident Management Organization (NIMO), and Area Command Teams as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. NMAC engagement in IMT management will occur according to direction contained herein.

When situations warrant (determined by NMAC), rationale is required by NMAC for assignment of Complex, NIMO, and Area Command Teams prior to mobilization.

To manage fatigue, promote mental health and well-being, and provide opportunities for CIMT members to attend to work and personal responsibilities, all IMTs will have 7 days of unavailability upon return from any assignment geographically or nationally (including preposition) of 7 days or more (exclusive of travel). (This applies to the IMT; individuals may have differing agency requirements.) During periods of elevated need, there may be a request by NMAC for earlier availability. This will be determined and communicated as early as practicable and prior to the start of the team’s unavailability period. A GA may extend a team’s unavailability period for additional rest.

Interagency Incident Management Teams (IMTs)

Each GA is responsible for annual selection and rostering of CIMTs, developing an internal rotation schedule, and maintaining team availability commensurate with fire activity and mobilization guides as well as supporting national response needs. GAs will manage their CIMTs in accordance with the National Interagency Standards for Resource Mobilization and communicate with their NMAC liaison regularly on any changes or concerns.

Within their GA, CIMTs will be mobilized according to GA guidance, with the following exception: CIMTs ordered through NICC or prepositioned by NICC from the national rotation for staging within a GA will be prioritized for assignment to any new federal incident within that area or when a replacement team is needed within that area.

CIMTs will be requested through established ordering channels. When a GA cannot fill an CIMT order internally, the national rotation will be utilized. NMAC manages the national rotation and will direct changes to the management of geographic rotations based on preparedness levels and/or resource scarcity. NMAC, at any time, can direct a GA to utilize an out-of-area IMT. CIMTs will be mobilized nationally according to the call-out procedures from the national rotation managed by NICC.

The intent of CIM is to strive for continuous improvement. This includes leadership development and mentorship opportunities unique to each incident. Individual teams are expected to seek to improve their capacity and to request and provide assistance as needed.

The assignment length and unavailability period for IMTs is determined based on the Incident Commander's (IC) travel. Refer to Chapter 10 for specific information on IMT length of assignment and mandatory unavailability.

IMT Configurations - All

The Incident Commander positions on IMTs may only be filled by current agency employees.

It is recommended that the following positions also be filled by current agency employees:

- *Finance/Admin. Section Chief*
- *Procurement Unit Leader*
- *Comp/Claims Unit Leader*

Unless notified, trainees will be mobilized for incidents on federal lands.

Complex IMT Configuration

CIMTs are expected to be fully rostered when available. CIMTs will be considered unavailable for assignment if the IC or more than one Command & General (C&G) position is vacant.

All CIMT rosters shall follow the standard CIMT configuration:

- *Master CIMT roster will consist of 44 qualified personnel and 6 team trainees, for a total of 50.*
- *The following 7 positions must be filled with Complex or Type 1 qualified C&G responders: Incident Commander, Public Information Officer, Safety Officer, Finance/Administration Section Chief, Logistics Section Chief, Operations Section Chief, and Planning Section Chief.*
- *The remaining 37 qualified positions and 6 trainee positions may be filled at the IC's discretion.*
 - *A 50-position CIMT roster will be used when a CIMT is made available for assignment in IROC.*

Complex IMT Mobilization Roster

Upon receiving an order, the mobilization roster will be finalized based upon incident complexity and will consist of the 50-position master roster, up to 26 additional qualified personnel, and up to an additional 14 trainee positions for up to 90 personnel.

The IC shall negotiate the mobilization roster configuration through communications with the ordering Agency Administrators (AA). This communication should include an overview of fire activity and resource availability geographically and nationally, to inform overhead and resource allocation, provided by a representative from the hosting GA. This representative may be one of the following:

- *GA coordinating group or operations group representative.*
- *State/regional/equivalent-level Fire Management Officer (FMO) for the host agency.*
- *Geographic Area Coordination Center (GACC) CIMT Coordinator, if in place.*

GA NMAC liaisons are encouraged to participate in roster discussions for awareness on challenges such as personnel availability and/or resource scarcity and to augment situational awareness from a national perspective.

CIMT Roster Negotiation

AAs will utilize the NWCG Wildland Fire Risk and Complexity Assessment (RCA), PMS 236, to guide the negotiation discussion, specifically Part D: Functional Complexity.

- *The RCA will inform complexity by functional area and assist in identifying additional Incident Command System (ICS) position needs. Based on this discussion, the AA and IC may negotiate up to an additional 26 qualified and 14 trainee CIMT positions necessary to manage the incident.*
- *Continued use of Wildland Fire Decision Support System (WFDSS) is equally important for those agencies who do so.*
- *Document the agreed upon mobilization roster in the delegation of authority, with guidance for how further scaling will be communicated and accomplished during the team’s assignment.*
- *The additional negotiated positions will be immediately added to the roster for mobilization. ICs may provide names of qualified available personnel to fill these additional negotiated positions; these name requests will be honored.*
- *Hosting GA representative will notify the receiving GA of any position shortages.*
- *When a CIMT is ordered to preposition, ICs will negotiate any positions in addition to the master roster with the ordering GA coordinating group chair to determine the mobilization roster.*
 - *Rosters for NICC preposition orders will be negotiated between the IC and NICC CIMT Coordinator based on direction from NMAC.*
- *To support incident workforce development and succession, assignment of trainees is strongly encouraged. Up to 20 trainees may be initially mobilized with a CIMT, 6 on the master roster and an additional 14 through negotiations based on incident complexity.*
 - *AAs and ICs should negotiate the number and types of trainees; consideration should be given to trainees critical to CIMT succession and to trainees in positions that are chronically difficult to fill nationally.*
 - *ICs should utilize trainees in their trainee position, not in a position in which the individual is already qualified.*
 - *Assignment of regular agency employees (including full time state and local agency personnel) deploying as trainees should be given priority over all other Administratively Determined (AD) trainees.*

<i>CIMT</i>	<i>Qualified</i>	<i>Trainees</i>	<i>Total</i>
<i>Master Roster (Calendar Year)</i>	<i>44</i>	<i>6</i>	<i>50</i>
<i>Mobilization Negotiation (Incident Specific Needs)</i>	<i>Up to 26</i>	<i>Up to 14</i>	<i>Up to 40</i>
<i>Incident Total</i>	<i>Up to 70</i>	<i>Up to 20</i>	<i>Up to 90</i>

Mobilization rosters in IROC will be closed at either 90 total positions or at the time of in-briefing. While it is recognized there may be incidents that require large numbers of overhead personnel for safe and effective management, additional personnel should be ordered based upon the specific incident needs rather than by increasing the CIMT roster beyond the approved configuration of 90 total personnel.

CIMT National Rotation Process

For 2024, all interagency CIMTs are included in the national rotation. Additional teams (such as state or local teams) may choose to participate and will be integrated appropriately with NMAC coordination.

- GACCs will ensure their respective CIMTs available for the national rotation are rostered in IROC.
- The national rotation list rotates every 7 days.
- The list will identify availability based on the GA, which will determine which of their teams fills the order based on availability and internal rotations. Each GA will receive a number of places in the national rotation based on the number of CIMTs they host (i.e., a GA with 3 teams receives 3 places in the national rotation).
- Between January and April and October and December, the national rotation list will include two available CIMTs each week, identified by the GA for a 7-day period.

SAMPLE	1 st Out	2 nd Out
January 1 – 7	GA 1	GA 2
January 8 – 14	GA 3	GA 4

- CIMT rosters may differ from peak season rosters; ad hoc CIMT rosters are acceptable.
- If additional teams are needed beyond the two in rotation, the requesting GA will follow established ordering channels by placing an order to NICC. The NICC will coordinate with the Geographic Areas to fill based on closest forces.
- Between May and September, the national rotation list will include a minimum of four available CIMTs each week, identified by the GA for a 7-day period.

SAMPLE	1 st Out	2 nd Out	3 rd Out	4 th Out
April 29 – May 5	GA 1	GA 2	GA 3	GA 4
May 6 – 12	GA 5	GA 6	GA 1	GA 3

- If all four teams are mobilized, the next four GAs will be notified and asked to begin their 7-day availability period immediately.
- GAs are responsible for managing their CIMT rotations and assignments to equitably spread assignments across teams.
 - Historical data suggests a median of 3 assignments per calendar year per CIMT is an optimal goal for NMAC and GAs to manage towards.
- At any time, NMAC may adjust the number of available CIMTs in the national rotation to meet demands.
- Teams will be requested in order of the national rotation, provided they can meet the date and time needed. GAs must return a resource order as Unable to Fill (UTF) if no eligible CIMT can meet the date and time needed.
- CIMTs remain on-call for the national rotation for a maximum of 7 days.
- GAs unable to provide an CIMT when ordered for assignment from the national rotation list will be listed as unavailable on the national rotation.
- If the IC determines that the CIMT is underprepared for the incident due to experience or comfort levels of the C&G due to incident complexity, they may maintain their place in the national rotation without penalty and the next available CIMT will be requested.
- Prepositioned/staged CIMTs will be considered part of the rotation and will be the first utilized.
 - CIMTs on GACC preposition will be first within the GACC.
 - CIMTs on NICC preposition will be first nationally.
 - Hosting units will not hold prepositioned/staged CIMTs longer than 7 days.
 - Preposition will count as an assignment when assigned 96 hours or longer from the date and time needed.
- A CIMT's first assignment, either internally or from the national rotation, will move them to Round 2 of the national rotation. Their second assignment will move them to Round 3.
 - Reassignment of a committed CIMT prior to demobilization will be counted as a single assignment within the round they were mobilized.

- *Teams mobilized in the previous calendar year and whose assignment extends into the new calendar year will not be shown as assigned in the new calendar year.*
- *If a CIMT is ordered but canceled, unassigned, or released within 72 hours, it will return to its position on the national rotation.*
- *A rotation round ends when all available CIMTs have been exercised or are unavailable.*
- *The GA will coordinate with NICC before reassigning an out-of-area CIMT to another incident.*
- *CIMT extensions can be requested through existing approval processes.*
- *The CIMT current national rotation list and assignment history is maintained throughout the calendar year at <https://www.nifc.gov/nicc/logistics/overhead/overhead.htm>.*

Regardless of Preparedness Level, NMAC retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. This also includes the authority to amend the national rotation or proceeding to the next round, as necessary.

NICC CIMT Coordinator

The NICC CIMT Coordinator will manage the national rotation list and serve as the NMAC CIMT Coordinator when this NMAC support function is activated. The CIMT Coordinator is responsible for communications with the GAs and ICs to ensure transparency in the process and clarity of guidelines.

NMAC CIMT Coordination Support

When there is increased fire activity in multiple GAs and high demand and limited availability of IMTs, it is necessary to manage assignment of these critical resources nationally. NMAC will activate the NMAC CIMT Coordinator who will gather intelligence and make recommendations to NMAC on the allocation of these critical resources. The follow standard practices will apply when this role is activated:

- *All requests (including extension requests) for CIMTs and NIMO IMTs must be approved by the NMAC. This applies to all assignments, internal and external to the GA.*
- *For emerging incidents posing an imminent threat, internal IMTs (including those on preposition) can be mobilized immediately if the following criteria are met:*
 - *The incident is new, emerging, and/or the situation has changed dramatically.*
 - *The consequences of any delay in mobilization are clearly articulable and include a likelihood of life-threatening situations and/or real property damage.*
 - *An internal CIMT is available to be mobilized immediately. An internal resource would include resources on GA preposition but not those on a national preposition.*
 - *Notification to the NMAC liaison for the geographic area and the NICC is required at the time an immediate threat mobilization is proposed. NMAC will provide a decision as soon as possible regardless of time of day or NMAC meeting schedule. This decision will be promptly communicated through the GA's NMAC liaison and the coordination system.*

CIMT Assignment to All-Hazard Incidents

The primary mission of CIMTs is wildfire incident management. IMTs may respond to all-hazard incidents under the following guidelines:

- *Planned events should be managed internally by the respective agency.*
- *The planned length of assignment should not exceed fourteen (14) days without negotiated approval from the sending geographic area and NICC. A FEMA mobilization under the NRF will be accomplished according to the national call-out procedures. The standard length of assignment of fourteen (14) days may be extended up to thirty (30) days after negotiated approval between the IC, Regional ESF #4 Coordinator and FEMA. Base hours for federal employees, in most cases, are not reimbursed by FEMA. Overtime, premium pay, and travel expenses may be paid by FEMA.*

NIMO Teams

There are four (4) National Incident Management Organization (NIMO) Teams. NIMO configuration may be negotiated by NMAC, the NIMO Coordinator, NIMO Incident Commander, and the requesting unit, up to the maximum number of positions. To increase personnel capacity and capability, trainees, apprentices, and/or technical specialists may be ordered for any or all positions. NIMO rosters will be held by NICC. Timely communication about availability will be provided to NICC by the NIMO Coordinator.

Area Command Team

Orders for Area Command Teams will be placed through established ordering channels using an Overhead Group Request to NICC. Area Command Teams are comprised of six (6) positions: four (4) specific and two (2) trainees, which are the following:

- *Area Commander (ACDR)*
- *Assistant Area Commander, Planning (ACPC)*
- *Assistant Area Commander, Logistics (ACLC)*
- *Area Command Aviation Coordinator (ACAC)*
- *Area Command trainees (2 each)*

The Area Commander position may only be filled by a current agency employee.

Depending on the complexity of the interface between the incidents, specialists in other areas such as aviation, safety, information, long-term fire planning, or risk planning may also be assigned.

Remote Incident Support Team (RIST)

Updated: Remote Incident Support Team

The Remote Incident Support Team uses remote and virtual ICS qualified personnel to supplement incident management teams, local units, dispatch centers, multi-agency coordination groups, and/or coordination centers when onsite personnel are limited. Support priority is provided to Type 3 IMTs but assistance to higher complexity incidents, units, or organizations will be provided based on need and capacity of the RIST. Incident support is focused on Planning, Situation, Finance, Public Information, and Expanded Dispatch functional areas. RIST support is limited to wildland fire only; All hazard and non-wildland fire situations are currently not supported.

As fire activity increases, virtual or remote RIST support personnel are placed onto a National or Geographic Area resource order in a call-when-needed status. Resources charge time worked to incident codes but may occasionally utilize a national/geographic support code depending on arrangements established with each geographic area. Personnel may transition to a full-time work schedule and may be supporting multiple incidents. Support is available year-round with increased capacity during the months of May through October. In-season incident support begins immediately upon request while out-season support may have increased mobilization time depending on resource availability.

Program Management

The RIST is overseen by a permanent Remote Incident Support Organization comprised of a Program Manager and Deputy Program Manager. This organization works closely with the NICC, Geographic Areas, Incident Management Teams, and local units to develop and refine RIST Operations.

RIST Configuration

The RIST is a flexible organization that expands, and contracts based on fire activity and resource need nationally. The following leadership and support positions are mobilized during periods of increased activity:

RIST Coordinator (RISC) – The RISC position is typically filled by a member of the permanent RIST Organization. This individual directs RIST Operations, ensuring that RIST personnel have what they need to be successful. They are often the initial point of contact for IMTs, Local Units and Coordination Centers requesting RIST Support. As fire activity increases, a deputy RISC may be utilized to assist with internal RIST Operations and communication.

RIST Leaders (RISLs): RISLs work closely with remote/virtual support specialists to implement incident support within their functional area. RISLs also provide supervision to support staff. RISLs will be brought onto the RIST resource order as incident needs arise. Current RISL positions include:

- *Planning RISL*
 - *Recommended RISL Quals:*
 - *PSCC, PSC1, PSC2, PSC3, or RESL*
 - *Supervises the following Remote/Virtual Support Positions:*
 - *PSC, RESL, SCKN, DMOB, DOCL, TNSP, HRSP*
- *Situation RISL*
 - *Recommended RISL Quals:*
 - *PSCC, PSC1, PSC2, PSC3, SITL, or GISS*
 - *Supervises the following Remote/Virtual Support Positions:*
 - *SITL, GISS*
- *Finance RISL*
 - *Recommended RISL Quals:*
 - *FSCC, FSC1, FSC2, FSC3, TIME, or PROC*
 - *Supervises the following Remote/Virtual Support Positions:*
 - *PTRC, EQTR, COMP, PROC, COST*
- *Information RISL*
 - *Recommended RISL Quals:*
 - *PIOC, PIO1, PIO2, or PIO3*
 - *Supervises the following Remote/Virtual Support Positions:*
 - *PIOF, THSP-ASL, THSP-CART*
- *Expanded Dispatch RISL*
 - *Recommended RISL Quals:*
 - *CORD, or EDSP*
 - *Supervises the following Remote/Virtual Support Positions:*
 - *EDSP, EDSD, EDRC, ORDM*

Functional Area Support Positions (As Needed) – Any ICS qualification can mobilize into the RIST provided the position falls within the RIST scope of work and can effectively provide support in a remote or virtual capacity.

Requesting RIST Support

To request support from the RIST call the RIST Coordinator number to discuss the incident support type, duration, and contact information. Resources are encouraged not to place an order through a dispatch center, as RIST personnel are already on resource orders. RIST Coordinators will communicate with the local dispatch center to ensure all are informed.

RIST Coordinator: 480-608-2175

Additional support information and communication products are found at <https://linktr.ee/ristinfo>.

Chapter 30 Crews

Type 2 and Type 2 IA Crews

Updated first 3 paragraphs from: “Type 2 Crews will be ordered as Type 2 or Type 2 IA. Standard crew size is twenty (20) people maximum and eighteen (18) people minimum (including Crew Boss and trainees). Type 2 IA and Type 2 Crews may come equipped with hand tools and chain saws. In addition to the Type 2 minimum standards, Type 2 IA Crews can be broken up into squads and have three (3) qualified sawyers. All equipment will be inspected and weighed at time of mobilization to ensure adherence to safe transportation procedures.

Type 2 IA and Type 2 Crews attempting to transport chain saws on other than NIFC contract jets should be prepared to ship their chain saws via an alternative method should loading be refused.”

To: “Crews will be ordered as Type 2 or Type 2 IA. Standard crew size is twenty (20) people maximum and eighteen (18) people minimum (including Crew Boss and trainees). In addition to the Type 2 minimum standards, Type 2 IA Crews can be broken up into squads and have three (3) qualified sawyers.

Type 2 and Type 2 IA Crews may, or may not, come equipped with hand tools and chain saws. Crews attempting to transport chain saws on other than NIFC contract jets should be prepared to ship their chain saws via an alternative method should loading be refused.

All equipment will be inspected and weighed at time of mobilization to ensure adherence to safe transportation procedures.”

Chapter 40 Equipment and Supplies

Name Requests for Equipment

Added: *Name Requests for Equipment*

Name requests for equipment for suppression support or all-hazard incidents should be rare and are appropriate only for highly specialized reasons or to meet specific agency objectives. For example, a request between state agencies, or long-duration assignments where the sending unit will provide rotating personnel.

NMAC always retains the right to modify or adjust this policy at any time regardless of preparedness level or national activity. Name requests for contract resources are never acceptable.

The ordering unit must confirm availability for the resources being ordered prior to placing the request. All name requests must include the resources current dispatch center.

Suppression requests are prioritized by closest forces concept. Regardless of ordering agency, the resource that has the shortest timeframe to reach an incident should be mobilized and a name request may not be honored if a closer, like resource, is available.

Chapter 50 Aircraft

CWN Helicopters

Changed first sentence from: “NICC is the sole source for Type 1 and 2 federally contracted CWN Helicopters.” To: “With the exception of Alaska, NICC is the sole source for Type 1 and 2 federally contracted CWN Helicopters.”

MULTI-AWARD TASK ORDER CONTRACT (MATOC)

Added: *Multi-Award Task Order Contract (MATOC)* section.

Helicopters

The following tables have been created to assist the field with ordering CWN MATOC helicopters by payload category. The Type 2’s and Type 3’s are currently the only MATOC helicopters.

Type 1 helicopters are on their final extension of the legacy CWN Basic Ordering Agreement (BOA).

These BOA’s end 12/31/24. This section will be updated to include Type 1 helicopters once the new contracts are awarded.

- *Initial CWN orders for these aircraft need to be placed to the NICC to be competed nationally.*
- *The payload categories are a combination of the helicopter type and allowable payload, at 7,000 feet and 30 degrees Celsius.*
 - *Example: 2.1200*
 - *The 2 is the helicopter type.*
 - *The 1200 is the allowable payload.*

EXECUTIVE SUMMARY OF CHANGES

- All awarded model aircraft are represented on the following charts with either a payload category, or a low to high end payload category range.
- When ordering, consider minimum performance needs when selecting a payload category. It is not necessary to use the range of payloads when ordering, if targeting a specific model aircraft. The range is used to illustrate the different capabilities of all vendor aircraft with that specific model.
- By specifying the lowest acceptable payload category in the special needs of your order, it will include competition at that payload category and above.
- Include any other specification in the special needs of your request.
- For all modern aircraft, an additional justification in your request, such as a specific Exhibit from the parent contract should be included.
- For twin engine, specify “twin engine” in your request.

Type 2 Standard w/Bucket (*indicates models with twin engine capability)

Payload Category	Model	Payload Range
2.1200	*212HP	N/A
2.1450 – 2.1700	205A1	Low - High
2.1700	210	N/A
2.1700	*212 Eagle	N/A
2.1700 – 2.1850	205A1++	Low - High
2.2450	214B1	N/A

Type 2 Restricted w/Bucket

Payload Category	Model	Payload Range
2.1450	UH1B	N/A
2.1650	UH-1F	N/A
2.1850	58T	N/A
2.2050 – 2.2650	UH-1H-17	Low - High

Type 2 Standard w/Tank

Payload Category	Model	Payload Range
2.900	205A1	N/A
2.900	*212HP	N/A
2.900 – 2.1450	205A1++	Low - High

Type 2 Restricted w/Tank

Payload Category	Model	Payload Range
2.1700-2.2650	UH-1H-17	Low - High

Type 2 Standard Modern Bucket/Tank

Payload Category	Model	Payload Range
2.1350+	*EC145 (Bucket)	N/A
2.1350+	*412EPX (Bucket)	N/A
2.900	*EC145 (Tanked)	N/A

Type 3 Standard w/Bucket

Payload Category	Model	Payload Range
3.270	AS350A/B2	NA
3.600-3.850	206L1	Low - High
3.600-3.850	206L3	Low - High
3.600-3.850	206L4	Low - High
3.700-3.800	*900/902	Low - High
3.950-3.1350	407A	Low - High
3.950-3.1350	407HP	Low - High
3.950-3.1350	AS350B3	Low - High
3.950-3.1350	AS350B3E	Low - High

Type 3 Standard w/Tank

<i>Payload Category</i>	<i>Model</i>	<i>Payload Range</i>
3.750-3.800	407A	Low - High
3.750-3.800	407HP	Low - High
3.750-3.800	AS350B3	Low - High
3.750-3.800	AS350B3E	Low - High

Type 3 Standard Modern

<i>Payload Category</i>	<i>Model</i>	<i>Payload Range</i>
3.650+	*429A	N/A

Single Engine Air Tankers and Water Scoopers

Added: *“Management for Single Engine Airtankers and Single Engine Water Scoopers must remain on-site with the assigned resource at all times unless repositioning, mobilizing or demobilizing.”*

Large Transportation Aircraft

Updated section to include *“Lithium Batteries are not permitted and cannot be transported in the cargo hold on NICC large transport aircraft.”*

Chapter 60 Predictive Services

Wildland Fire Weather Forecasts

Changed: *“GACCs will provide direction and guidance, which will ensure wildland fire weather forecasts are communicated in a timely manner to firefighters.”* To: *“Wildland Fire Weather Forecasts are the responsibility of the National Weather Service. Local dispatch centers will have protocols in place for monitoring, requesting, and disseminating fire weather forecasts, spot weather forecasts, fire weather watches, red flag warnings and other severe weather events (e.g., severe storm warnings, flash flood warnings, tornado warnings) to firefighters, incident commanders, and field-going personnel.”*

Chapter 70 Incidents

Interagency Fire and Severity Activities

Updated: *FS Severity Support to DOI codes to override 1522*

Chapter 80 Forms

Updated Online

Chapter 90 Organization Directory

Updated

Acronym Guide

Added: RIST, NISRM, PRAWS, RAWS