



Department of Interior

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State Agencies
Idaho
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Date: May 27, 2014

GBCG Correspondence: 2014-8

To: Chair, Great Basin Incident Business Committee
Great Basin Coordinating Group
Great Basin Incident Commanders
Great Basin Interagency Dispatch Centers

From: Chair, Great Basin Coordinating Group

Subject: Great Basin Lend/Lease Policy

The Great Basin Lend/Lease Policy is an effective and efficient way of managing resources that are either unavailable or where incidents only need resources for a limited time expediently. This informal agreement between incidents is to share assigned resources for a limited period of time. Lend/ Lease should not exceed 48 hours.

Roles and Responsibilities

Plans, Operations and Aviation:

- Will coordinate amongst affected incidents on resources shared/lent.
- Coordinate with Finance on resources being shared/lent.
- Complete the attached spreadsheet and submit to the Dispatch Center Manager and or Designee daily for accountability and tracking for billing purposes.
- Coordinate with the Great Basin Multi-Agency (MAC) Coordinator when MAC is activated and there is no Area Command in place.
- Ensure emergency notifications to resources occur immediately.
- Ensure Lend/Lease does not exceed 48 hours. If lend/lease exceeds 48 hours discussion regarding re-assignment of the resource should occur through appropriate channels.

Finance:

- Finance Section Chiefs will coordinate to ensure costs are included in the receiving incident database as a line item, not actual posted time. I-Suite entry

will read “resource loan from incident xx.” The original incident will post time using the Fire Code from the receiving fire. The receiving incident will mark the line item to “exclude” as accrual (accrual will be determined via the sending incident data base).

- All standard documentation (excess shift lengths, CA-1, etc.) will be completed by the receiving incident and sent to the sending incident.
- Provide resources used on multiple incidents a copy of the spreadsheet identifying the lend/lease. This document authorizes the charges and serves as supporting documentation in lieu of the resource order.
- Document on invoice or OF-288 “Lend/Lease Authorized.”

Dispatch:

- ROSS should not be impacted by the lend/lease program. Copies of the spreadsheet showing movement of resources will be provided to dispatch daily after the event has occurred

Geographic Area Coordination Centers (GACC)

- Coordinate with National Interagency Coordination Center (NICC) when call when needed (CWN) aircraft are involved.

Incident Business Advisor:

- Ensure the Great Basin Lend/Lease Policy documentation occurs when sharing resources.
- Review spreadsheets and ensure the Dispatch Center Manager or designee has received a copy.

Area Command:

- Coordinate with GMAC Coordinator when resources are being lent or reassigned.

General:

- Length of assignment will not be affected by lend/lease, all days count towards the original assignment length.
- Lend/Lease contract resources previously inspected by the sending unit should not be re-inspected by the receiving unit.
- Lend/Lease does not impact those resources hired as “Incident Only” or on a Dispatch Priority List (DPL). If resources are re-assigned discussions should occur to ensure policies are met.

Emergency Notifications:

- Will be processed according to mobilization guide or through established local unit notification procedures.

Reassignment of Resources:

- Incidents, Area Command and GMAC will follow normal dispatch procedures for the reassignment of resources.

Documentation:

- Copies of the spreadsheet will be maintained in both the sending and receiving finance section packages.
- Copies will also be maintained by the local dispatch center.

The Great Basin Dispatch Community was given an opportunity to be part of the process and provide valuable feedback beneficial to the Great Basin Fire Program. I appreciate the coordination and support provided by the Incident Business Group in order to make the Great Basin Lend/Lease Policy a success.

If you have any questions, please contact me at 208-373-3851.

/S/ Michael Morcom

Chair, Great Basin Coordinating Group

Attachments: Great Basin Lend/Lease Program Spreadsheet

FIRE NAME: _____

DATE _____

GREAT BASIN LEND / LEASE PROGRAM TRACKING SHEET				
Request #	Lending Incident FireCode	Rcving Incident FireCode	Resource Type (i.e. Dozer T3)	Resource Assigned (Resource Name)

