

CHAPTER 10 - OBJECTIVES, POLICY, AND SCOPE OF OPERATION

MISSION

The principal mission of the Great Basin Coordination Center is the cost effective coordination of emergency response for all incidents within their areas and for the Great Basin. This is accomplished through planning, communications, situation monitoring, need projection, and expediting resource orders between Federal Land Management Agencies, State Agencies, and their cooperators.

- **TOTAL MOBILITY**

Positioning and utilizing established resources to meet anticipated and existing fire protection needs within the Great Basin regardless of geographic location or agency affiliation.

- **PRIORITIES**

Priorities can be adjusted to meet specific situations. Standard criteria for establishing priorities are found in the National Interagency Mobilization Guide.

When competition occurs, the Great Basin Coordination Center, and if activated, a Great Basin Multi-Agency Coordination (MAC) Group will establish priorities for incidents and the assignment of critical resources. This may require advance notice of 24 to 48 hours prior to release of resources out of the geographic area.

Once the Great Basin situation is assessed, it becomes imperative to advise all agencies and NICC. This two-way communication provides all units with much of the information they need to manage their resources in the most efficient manner.

SCOPE OF OPERATION.

- **GENERAL** See National Interagency Mobilization Guide.

- **NATIONAL RESPONSE FRAMEWORK (NRF)** See National Interagency Mobilization Guide.

- **OFFICE OF FOREIGN DISASTER ASSISTANCE (OFDA)**
See National Interagency Mobilization Guide.

- **MUTUAL AID AGREEMENTS**

All Mutual Aid Agreements must be in writing. A copy of the agreement relating to adjacent units/areas outside the Great Basin and/or National resources will be furnished to the Great Basin Coordination Center.

Mutual aid agreements have the primary purpose of providing Initial Attack (IA) and short-term logistical support between adjoining units and dispatch centers.

Mobilization will be within the legal authority of existing formalized parent agreements. Local formal agreements and MOU's are not necessary. However, cooperating units and centers must specifically identify operating procedures in local operating plans. Prior to the mobilization of IA resources, it is agreed that:

- An official resource request will be processed through dispatch channels for IA resources remaining on the incident beyond IA.
- No IA resource responding across geographic boundaries will be mobilized further than that adjoining center boundary.

- **GREAT BASIN COORDINATING GROUP.**

- **MISSION STATEMENT**

The Great Basin Coordinating Group (GBCG) is established to provide an interagency approach to wildland fire management in the Great Basin.

- **MEMBERSHIP**

The Coordinating Group will be composed of the lead fire manager or his/her representative from each of the following agencies:

- Forest Service (Intermountain Region)
- National Park Service (Pacific West Region, Intermountain Region)
- Bureau of Land Management (Idaho, Utah, Nevada and Arizona State Offices)
- Bureau of Indian Affairs (Western Region)
- Fish and Wildlife Service (Region 1, Region 6, Region 8)
- State Agencies (Idaho, Utah, and Nevada)

Agency representatives are responsible for ensuring that respective agency policy and procedures are maintained and that agency administrators are informed. The members will coordinate recommendations for agency acceptance and implementation.

MOBILIZATION / DEMOBILIZATION

Great Basin Coordination Center will coordinate movement of all resources across recognized Great Basin unit dispatch boundaries and between each center. Unit dispatch centers at the local level may coordinate directly, via the neighborhood policy. Resources mobilized will be ordered through established ordering channels.

Currently the Great Basin has border agreements in place which allow for resource sharing/ordering between local dispatch offices across geographic area boundaries. Local dispatch centers adjacent to one another that have established agreements may engage in resource ordering across geographic area boundaries. The sending GACC must grant approval to the local center before any National resources are mobilized across geographic boundaries. Resources mobilized across geographic area boundaries cannot be reassigned without prior approval from sending GACC/local unit.

SAFETY IS THE HIGHEST PRIORITY

Units responding to requests are responsible for ensuring the resources dispatched meet the criteria specified in this guide, the National Interagency Mobilization Guide and/or the Wildland Fire Qualification System Guide (NWCG-310-1). All dispatchers, fire managers, and firefighters will follow policy, risk-analysis and management guidelines to minimize exposure to hazards.

- **WORK REST, LENGTH OF ASSIGNMENT, AND DAYS OFF**

A minimum fire assignment of 14 days, excluding travel, (can be negotiated to 21 days) can be expected by Great Basin personnel, unless prior arrangements are made between the sending and receiving units. Idaho Department of Lands has a standard 14 day commitment of all personnel and other resources, except team members. See [National Interagency Mobilization Guide](#).

- **INCIDENT OPERATIONS DRIVING** See [National Interagency Mobilization Guide](#).

- **INITIAL ATTACK DEFINITION** See [National Interagency Mobilization Guide](#).

- **RESOURCE MOBILIZATION** See [National Interagency Mobilization Guide](#).

- **IDAHO DEPARTMENT OF LANDS**

For the movement of ONLY Idaho Department of Lands (IDL) resources, Idaho state compacted resources; Fire Service Organizations and IDL exclusive use contractors (All referred to as IDL resources); Local Dispatch Offices in the Great Basin will send requests for North Idaho IDL resources to the Northern Rockies Coordination Center (MT-NRC), Local Dispatch Offices in the Northern Rockies will send requests for Southern Idaho IDL resources to the Great Basin Coordination Center (UT-GBC). All dispatch offices ensure that the special needs block clearly states for IDL Resource.

- **NIGHT MOBILIZATION**

In general, night mobilization (mobilization between the hours of 2200 and 0500) for other than initial attack incidents or first reinforcements is to be avoided other than with commercial carriers (for example, scheduled airlines, National contract aircraft, bus carriers, etc.). If incident objectives necessitate "night mobilization", then mode of travel and travel times will be negotiated with the ordering office to ensure personnel safety and rest requirements are met.

- **WILDLAND FIRE ENTRAPMENT / FATALITY**

See the National Interagency Mobilization Guide, Page 48 and 71. Notification of such an occurrence will be made immediately by telephone through agency channels directly to NICC. This will be followed by a phone call to the Great Basin Coordination Center to relay the same information. The completed written report will be submitted to NICC within 24 hours, with a carbon copy to the Coordination Center.

- **SERIOUS ACCIDENT / INJURY REPORT**

Will be submitted using local/agency protocols and additionally shall be reported through established dispatch channels to the National Interagency Coordination Center via the GACC.

A serious accident/injury is defined as any incident requiring transport by ambulance, life flight or admission to a medical facility.

See National Standards for Fire and Aviation Operations (Red Book) for additional direction.

- **REPORT OF SERIOUS INJURY OR DEATH OF A NATIVE AMERICAN FIREFIGHTER**

These special instructions will follow the same channel back to the incident. The following applies to these situations:

- The Incident Management Team will notify the appropriate Great Basin Coordinator immediately with the name of the individual, crew name, home unit, and the situation.
 - The Coordinator will notify the home unit with the information received from the incident. The home unit will notify the local tribal officers of the situation.
 - The tribal official will notify the family and receive special instructions on how the family wishes this injury or death to be handled.

NATIONAL RESOURCES See National Interagency Mobilization Guide.

- **NOTIFICATION OF COMMITMENT OF NATIONAL/GREAT BASIN RESOURCES**

Great Basin units will notify the Coordination Center of the commitment of National and Great Basin resources within their local unit. Notification will be done over the phone or by electronic mail within **15 minutes** of commitment.

- When National resources are committed internally to an incident or are no longer available for dispatch.
 - When available again (resources on duty and available for dispatch).

- When location changes.
- When 50% of the smokejumpers at home bases are dispatched.
- **UNABLE TO FILL (UTF) PROCEDURE** See [National Interagency Mobilization Guide](#).
- **STANDARD CUBES WEIGHT POLICY AND GEAR FOR ALL PERSONNEL (EXCLUDING SMOKEJUMPERS, RAPPELLERS AND HELICOPTER MANAGERS)**
When mobilizing Type 1 and 2 teams within the Great Basin, there are some exceptions to the National 65 pound weight limit. Positions that are approved to carry additional weight are designated on internal Team Rosters. Also, See [National Interagency Mobilization Guide](#).
- **STRIKE TEAMS/TASK FORCES** See [National Interagency Mobilization Guide](#).
- **WILDLAND FIRE WEATHER FORECASTS** Dissemination of Fire Weather Information. See [National Interagency Mobilization Guide](#)
 - Local dispatch centers/units will broadcast fire weather information reports twice a day (morning and afternoon) during fire season as determined by the dispatch center and units. Fire Weather Watches and Red Flag Warnings will be broadcast and disseminated at time of issuance.
 - Wildland fire agencies will post the fire weather reports at all stations including helibases and airtanker bases, etc.
 - Incident Commanders on all incidents will be responsible for all suppression and prescribed fire resources assigned to them being briefed on current and expected fire weather information prior to any line assignment.

COST CODING. See [National Interagency Mobilization Guide](#).

- **BUREAU OF LAND MANAGEMENT.** See [National Interagency Mobilization Guide](#).
- **BUREAU OF INDIAN AFFAIRS.** See [National Interagency Mobilization Guide](#).
- **NATIONAL PARK SERVICE.** See [National Interagency Mobilization Guide](#).
- **FISH AND WILDLIFE SERVICE.** See [National Interagency Mobilization Guide](#).
- **FOREST SERVICE.** See [National Interagency Mobilization Guide](#).

NATIONAL FIRE PREPAREDNESS PLAN. See [National Interagency Mobilization Guide](#).

- **WHY PREPAREDNESS LEVELS ARE ESTABLISHED**
See [National Interagency Mobilization Guide](#).

GREAT BASIN PREPAREDNESS LEVELS

Preparedness levels are established to:

- Identify current and potential incident activity and commitment of Great Basin resources.
- Establish predetermined actions to be taken by the GACC, agency administrators and fire management officials within each preparedness level.

Determining Preparedness Levels

The geographic area center manager(s) will monitor current and predicted activity and determine preparedness levels based on the following elements:

- Fuel conditions.
- Resource availability within and outside the Geographic Area.
- Forecasted potential incident activity.

The following resources may be used:

- RAWs observations
 - Fire danger indices occurring within the Predictive Services Areas (PSAs)
 - Great Basin predictive services products
 - National Fuel Moisture Database
 - Local subject matter experts (i.e. FMOs, intelligence officers, center managers, fuel specialists, fire behavior analysts).
- All current and anticipated incident activity within the Great Basin and outside the geographic area.

As levels increase, all management direction/considerations from each previous level will apply at the next higher level.

At higher preparedness levels activities in units not experiencing significant activity may be constrained. Geographic area preparedness levels must also be responsive to national preparedness levels, which may result in a commitment of resources outside the geographic area.

ALL PREPAREDNESS LEVELS

Description: The following activities apply regardless of the level of incident activity.	
Management Direction/Considerations	Responsibility
Report wildland and prescribed fire activity via the Interagency Situation Report program.	Agency Administrator
Submit ICS-209 to the appropriate GACC by 2200 daily for all incidents meeting reporting criteria.	Incident Commander/ Agency Administrator
Provide GACC with timely intelligence on existing and emerging situations via established channels.	Agency Administrator
Maintain updated incident information throughout the geographic area via the Interagency Situation Report program and GACC website.	Geographic Area Coordinator(s)
Ensure incident qualified personnel are available to respond as necessary.	Agency Administrator

GREAT BASIN PREPAREDNESS LEVELS

PREPAREDNESS LEVEL 1	
<p>Description:</p> <ul style="list-style-type: none"> • Conditions are not conducive for large fire growth in most of the geographic area. • Most PSAs are experiencing low to moderate fire danger. • Fire potential is expected to remain low. • Resource capability is adequate with little or no commitment of other than local resources. • Resources are available to send outside the geographic area. 	
Management Direction/Considerations	Responsibility
Maintain initial attack and readiness capability.	Agency Administrators
PREPAREDNESS LEVEL 2	
<p>Description:</p> <ul style="list-style-type: none"> • Increased initial attack activity is occurring. • Some PSAs are experiencing moderate to high fire danger. • The potential for large fires is increasing. • Resource availability remains adequate. • Moderate resource commitment is occurring within the geographic area and/or outside the geographic area. 	
Management Direction/Considerations	Responsibility
Consider severity needs and assess long range forecasts.	Agency Administrator/ Geographic Area Coordinator(s)
GACC Predictive Services products including the Interagency Situation Report are produced daily or as requested.	Geographic Area Coordinator(s)
Monitor wildland and prescribed fire activity and commitment of resources.	Agency Administrator/ Geographic Area Coordinator(s)
PREPAREDNESS LEVEL 3	
<p>Description:</p> <ul style="list-style-type: none"> • Large fires are occurring frequently with multiple Incident Management Teams committed or on order. • Some PSAs are experiencing high to extreme fire danger. • Predictive services products indicate continued increased fire activity. • The majority of local initial attack resources are committed. • Resources are being mobilized from outside the geographic area. 	
Management Direction/Considerations	Responsibility
Coordinate activation and implementation of fire restrictions.	Agency Administrator
Consider activation of mobilization centers/staging areas.	Geographic Area Coordinator(s)

Consider repositioning resources as appropriate.	Agency Administrator Geographic Area Coordinator(s)
Activate daily Incident Commander calls if requirements are met.	Geographic Area Coordinator(s) Agency Administrators
Coordinate public information needs.	Agency Administrator
Consider MAC Group activation.	Agency Administrator/GBCG/ Geographic Area Coordinator(s)
Consider activating Frequency Coordinator, Helicopter Coordinator, and Airspace Coordinator.	Geographic Area Coordinator(s)
Consider WFDSS and/or FBAN support.	Geographic Area Coordinator(s)
PREPAREDNESS LEVEL 4	
<p>Description:</p> <ul style="list-style-type: none"> • Large fire activity is increasing and is predicted to remain high. The majority of Great Basin Incident Management Teams are committed. • Some PSAs are experiencing very high to extreme fire danger. • National and initial attack resources within the Great Basin are heavily committed. Competition for resources is substantial. Resources are being reassigned as they become available. • Significant resource support from outside the geographic area is occurring. 	
Management Direction/Considerations	Responsibility
Consider limiting or discontinuing prescribed fire activities.	Agency Administrator
Consider activation of Great Basin MAC Group.	Agency Administrator/GBCG/ Geographic Area Coordinator(s)
Consider activating Frequency Coordinator, Helicopter Coordinator, and Airspace Coordinator.	Geographic Area Coordinator(s)
PREPAREDNESS LEVEL 5	
<p>Description:</p> <ul style="list-style-type: none"> • Multiple units are experiencing major incidents which have depleted all resources. • Numerous PSAs are experiencing very high to extreme fire danger. • Predictive services products indicate continued increased initial attack and potential for more large fire activity and significant fire growth on existing fires. • The majority of support for initial attack and large fire activity is required from outside the geographic area. 	
Management Direction/Considerations	Responsibility
Activate Great Basin MAC Group if not activated at previous level.	Agency Administrator/GBCG/ Geographic Area Coordinator(s)
Activate Frequency Coordinator, Helicopter Coordinator, and Airspace Coordinator if not activated at previous level.	Geographic Area Coordinator(s)

PREPAREDNESS LEVEL 5 TO 4
Description: Large fire potential is predicted to diminish over the next twenty-four (24) hours, and moderating conditions are predicted for the next three (3) to five (5) days.
PREPAREDNESS LEVEL 4 TO 3
Description: Competition for resources has decreased. Large fire potential has diminished and moderating conditions are predicted over the next three (3) to five (5) days.
PREPAREDNESS LEVEL 3 TO 2
Description: The majority of significant fires are releasing resources and reaching containment. Initial attack resources are becoming available. Management objectives are expected to be met on existing/emerging incidents. Fuel and weather conditions are not conducive for significant fire growth.

- **NATIONAL MULTI-AGENCY COORDINATING GROUP (NMAC) DECISIONS**

See National Interagency Mobilization Guide.

All National MAC Group decisions affecting Geographic Areas and/or providing management guidance will be documented on NICC web site located at:

<http://www.nifc.gov/news/nmac2/index.html>.

Additional information may be required from Geographic Areas and Coordinating Groups in order to effectively develop strategy.

- **GREAT BASIN MULTI-AGENCY COORDINATING GROUP (MAC) DECISIONS**

All Great Basin MAC decisions affecting the Geographic Area and/or providing management guidance will be documented on the GBCC web sites.

- **FOLLOW-UP EVALUATION.** See National Interagency Mobilization Guide.

NATIONAL MULTI-AGENCY COORDINATING GROUP (NMAC) ORGANIZATION.

See National Interagency Mobilization Guide.

- **NIFC DIRECTORS' DELEGATIONS.** See National Interagency Mobilization Guide.

MULTI-AGENCY COORDINATING GROUP (MAC) ORGANIZATION.

See National Interagency Mobilization Guide.

- **GREAT BASIN MAC GROUP**

MAC Group

A combination of facilities, personnel, equipment, procedures, and communications integrated into a common system with responsibility for coordination of resources from assisting agencies and support to multi-agency fire suppression operations within the Great Basin. A MAC Group should be established at the Area or Unit level when criteria for establishment are met.

Geographic Area Coordinator(s)

An individual who serves the Geographic Area as the central point for one or more agencies to use in passing information and resource requests. Also serves as the focal point for intelligence gathering for the Area, coordinating unit situation reporting, preparing consolidated Area reports to NICC, receiving contacts from NICC, recommending on resource allocations and pre-positioning, establishing area preparedness levels, and recommending to Agency Administrators and Unit Administrators on overall fire management actions. Serves in the Geographic Area Coordination Center.

Unit Dispatchers

Individuals serving as the central point for one or more agencies in passing information and resource requests to and from field units. Monitors field fire management situation, severity, and resource commitment. Assists in coordinating intra-agency and interagency suppression needs for affected units in a specific area. Serves in a specific unit dispatch office or interagency dispatch office.

• CONSIDERATIONS FOR ACTIVATION OF A MAC GROUP

A Multi-Agency Coordinating (MAC) Group and supporting organization would normally be activated when the character and intensity of the emergency situation significantly impacts or involves several agencies. At this point, agency representatives are brought together and briefed so that they can relieve the expanded dispatch organization and/or the Coordination Center of the responsibility for making decisions regarding the sharing and use of scarce resources.

• MAC GROUP FUNCTIONS

Activation of MAC Group improves interagency coordination at top management levels and provides for allocation and timely commitment of multi-agency emergency resources on any incident. Participation by multiple agencies in the MAC will enhance:

- Overall situation status information.
- Incident priority determination.
- Resource acquisition or allocation.
- State, Federal disaster coordination.
- Political interfaces.
- Coordination of information provided to the media and agencies involved.

• MAC ORGANIZATIONAL RELATIONSHIPS

A MAC organization represents the agencies from which it is composed. The flow of information is from MAC through the Coordination Center, expanded or normal dispatch channels.

The organization does not become operationally involved in decisions or discussions affecting tactical operations with Incident Commanders or Area Command Authority (ACA), but does encourage the communication of intelligence and situational updates.

• GREAT BASIN MAC GUIDELINES**Composition of the MAC Group**

The MAC Group is made up of personnel from those agencies who have jurisdictional responsibility and those who are heavily supporting the effort or may be significantly impacted by the lack of local resources.

Agency representatives should be fully authorized to represent their agency (commit resources and authorize expenditure of funds).

Typically a Geographic Area MAC Group would include:

- Regional Director/Fire Operations Officer level for USDA-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 Services

Roles and Responsibilities of the MAC Group

The MAC Group should perform the following:

- Prioritizes incidents.
- Ensures the collective resource situation status is provided and current, by agency.
- Determines specific resource requirements, by agency.
- Determines resource availability by agency (available for out-of-jurisdiction assignments).
- Determines need for and designates mobilization and demobilization centers.
- Allocates scarce/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 facilities and agencies as appropriate.
- Critiques operation and recommend improvements.
- Coordinates the FAST Teams

Roles and Responsibilities of the MAC Coordinator

The 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 with dispatch centers and incidents. Initially, the duties of the MAC are carried out by the Area Coordination Center.

The MAC Group Coordinator Qualifications established by the Great Basin include:

Recommended Training: M-480, Great Basin MAC Refresher or Workshop.

Required Experience: In depth knowledge of the Decision Support Tools (WFDSS, WFSA, WFIP/209 process and Appropriate Management Response. Familiar with protocols based on National and Area Preparedness Levels, use of Incident Management Teams/Area Command and knowledge of the dispatch/coordination system.

The MAC Group Coordinator should perform the following:

- Coordinates with GACC Predictive Services Sections to assure that required information is being provided to the MAC Group with the timeframes specified.
- Arranges for and manages facilities and equipment necessary to carry out the MAC Group functions.
- Assists the MAC Group decision process by facilitation of the group's conference calls and/or meetings.

- Implements decisions made by the MAC Group
- Receives, reviews, distributes and implements National MAC decisions to agency representatives.

- **GREAT BASIN MAC GUIDELINES OPERATING PROCEDURES**

Notification to MAC Coordinator

The MAC Group Coordinator shall be notified at Preparedness Level 4 (see Great Basin Mobilization Guide, Page 20 - 61).

Location

The MAC Group would normally be located at the GBCC but could work from other locations depending on the complexity of the situation.

Mobilization

The MAC Group is mobilized through the Great Basin Coordination Center

Flow of Information

Normal flow of information to the MAC Group is through Dispatch/Coordination centers (not incidents).

Mandatory Activation

MAC will be activated at Preparedness Level 5.
(see Great Basin Mobilization Guide, Page 20 - 62).

- **INCIDENT SUPPORT ORGANIZATION (ISO)**

See National Interagency Mobilization Guide.

- **EXPANDED DISPATCH ORGANIZATION**

The Expanded Dispatch Supervisory Dispatcher 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, incident management team(s), and assist 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 Expanded Dispatch Supervisory Dispatcher and capable of performing all functional areas within the expanded dispatch organization.

An Expanded Dispatch Coordinator is normally assigned in the most complex situations; ones 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. See National Interagency Mobilization Guide.

- **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. In many situations, full time staffing of these support skills is unnecessary. If the situation requires more attention, it may become a full time responsibility for the duration of the incident(s).

The ISO will make every effort to perform pre-use mechanical and compliance inspections for all Contracted equipment mobilized to incidents. The equipment packet should include the resource order, mechanical inspection form OF-296, compliance inspection forms, and initiated shift tickets. The packet shall be provided to the contractor who will present this to the IMT upon arrival at the

incident.

- **ADMINISTRATIVE SUPPORT** See National Interagency Mobilization Guide.
- **MAC GROUP COORDINATOR** See National Interagency Mobilization Guide and the Great Basin Mobilization Guide, Page 30 - 3 / Line 1.
- **COMPLEXITY** See National Interagency Mobilization Guide.
- **EXAMPLE ORGANIZATIONS** See National Interagency Mobilization Guide.
- **INCIDENT SUPPORT ORGANIZATION, EXAMPLE**
See National Interagency Mobilization Guide.
- **INCIDENT SUPPORT ORGANIZATION, EXAMPLE - COMPLEX INCIDENT**
See National Interagency Mobilization Guide.
- **ITEMS TO HELP PREPARE FOR EXPANDED DISPATCH**

- **PRE-SEASON PREPAREDNESS**

Designate a room away from, but still near the initial attack dispatch office.

Arrange for adequate telephone installation. At least three lines pre-wired for activation when needed.

Arrange access to a fax machine with a dedicated telephone line at or close to the office.

Arrange for adequate computer terminal installation.

Insure computers are available and downloaded with the most recent version of the Resource Ordering Status System (ROSS).

Insure printers are available with extra ink cartridges and paper.

Assemble supplies: resource orders, pens, pencils, pads, locator tabs, T-cards, copies of service and supply plans, mobilization guides, airport designators (Airport Facility/Guide), list of unit designators, a road atlas, etc.

Set up pre-season meeting with local support groups: transportation, procurement buying unit, communications, etc., and establish an on-call list of key individuals.

Train a group of local people as dispatch recorders and support dispatchers to allow you to expand (for initial attack or large incident support) at a moment's notice.

- **INDICATORS FOR CONSIDERING EXPANDED DISPATCH**

Multiple initial attack or extended attack fires requiring twenty-four hour support operation.

If a single incident goes to a Type 1 or 2 incident.

When fire weather indices indicate extreme fire behavior and risk of ignition (lightning or human caused) is high.

- **ACTIONS TO TAKE CONCERNING EXPANDED DISPATCH**

When it is determined that an expanded dispatch organization is needed, establish a position to manage and supervise the expanded operation. This position will assist with the decision making process and ordering additional personnel for the organization. Depending on the complexity of the incident(s), this position could be filled by a Supervisory/Support Dispatcher until such time a fully qualified coordinator is required.

When a Type 1 or Type 2 Team is ordered, the minimum order for personnel to support a 24-hour operation consists of:

Two Supervisory Dispatchers

Three Support Dispatchers

MOBILIZATION PROCEDURES FOR MILITARY ASSETS AND INTERNATIONAL ASSIGNMENTS

- **ESTABLISHED RESOURCE ORDERING PROCESS** See National Interagency Mobilization Guide and Military Use Handbook. (NFES 002175).

- **GREAT BASIN PROCEDURES**

National Guard assets may be utilized, particularly to provide assistance with transportation. Release of units will follow mobilization procedures in reverse.

Idaho National Guard

- Within the State of Idaho, Idaho Department of Lands will serve as the liaison/contact for any request for Guard assets.
- All units within Idaho will order through the Great Basin Coordination Center (GBC) utilizing established dispatch channels. The GBC will then request National Guard Resources through the Boise Interagency Dispatch Center (BDC).
- Idaho State Department of Lands (IDL) may order direct through the IDL State Fire Coordinator in Coeur d'Alene, with notification to GBC.

Utah National Guard

- Within the State of Utah, the Northern Utah Interagency Fire Center (NUC) is the liaison/contact for any request for Guard assets.
- All units within Utah will order through the GBC utilizing established dispatch channels.

Nevada National Guard

- Within the State of Nevada, units shall request Guard assistance through the Great Basin Coordination Center (GBC).
- The GBCC will then request through the Nevada Division of Forestry, Sierra Front Interagency Dispatch Center (SFC).

Wyoming National Guard

- The Wyoming National Guard shall be requested directly from the Wyoming State Forestry Division Fire Management Officer of Homeland Security.

- **CIVILIAN SUPPORT** See National Interagency Mobilization Guide.
- **DEMOBILIZATION PROCEDURES** See National Interagency Mobilization Guide.
- **INTERNATIONAL OPERATIONS** See National Interagency Mobilization Guide.
 - **CANADA SUPPORT** See National Interagency Mobilization Guide.
 - **AUSTRALIA AND NEW ZEALAND SUPPORT**
See National Interagency Mobilization Guide.
 - **MEXICO SUPPORT** See National Interagency Mobilization Guide.
 - **SUPPORT TO OTHER NATIONS FOR LARGE SCALE MOBILIZATIONS**
See National Interagency Mobilization Guide.

ORDERING CHANNELS See National Interagency Mobilization Guide.

After available local resources have been exhausted, as well as those available under Initial Attack and/or mutual assistance agreements between units as outlined in, requests for assistance shall be placed directly with the Great Basin Coordination Center.

- **GEOGRAPHIC COORDINATION CENTER**

- **GREAT BASIN COORDINATION CENTER**

The Great Basin Coordination Center (GBC) in Salt Lake City is the focal point for internal and external requests for agencies within Nevada and the part of the Humboldt-Toiyabe National Forest in California, the portion of Lake Mead National Recreation Area in Arizona, the BLM Boise Smokejumpers, Utah, Idaho (South of the Salmon River), Arizona (Arizona Strip District) and Wyoming (Bridger-Teton National Forest and Grand Teton National Park).

- **UNIT DISPATCH CENTERS**

Unit Dispatch Centers in the Great Basin, as well as the agencies participating in the Centers, are as follows:

Idaho/Wyoming Zone

Boise Dispatch Center (BDC)

- Boise National Forest, FS (BOF)
- Deer Flat National Wildlife Refuge, FWS (DFR)
- Great Basin Cache Personnel (GBK)
- Idaho State Office, BLM (ISO)
- Boise District, BLM (BOD)
- National Interagency Fire Center (Personnel dispatch)
- Southwest Idaho Supervisory Area, Dept. of Lands, State (SWS)

Central Idaho Interagency Fire Center (CIC)

- Salmon/Challis National Forests, FS (SCF)
- Idaho Falls District, BLM (IFD)

Eastern Idaho Interagency Fire Center (EIC)

- Bear Lake National Wildlife Refuge, FWS (BLR)
- Camas National Wildlife Refuge, FWS (CSR)
- Caribou-Targhee National Forest, FS (CTF)
- Eastern Area, Idaho Department of Lands, State (EIS)
- Fort Hall Agency, BIA (FHA)
- Grays Lake National Wildlife Refuge, FWS (GLR)
- Idaho Falls District, BLM (IFD)

Payette National Forest Dispatch Center (PAC)

- Payette National Forest, FS (PAF)
- Southern Idaho Timber Protection Association, State (SIS)

South Central Idaho Interagency Dispatch Center (SCIIDC)

- Craters of the Moon National Monument, NPS (CMP)
- Hagerman Fossil Beds National Monument, NPS (HFP)
- Hagerman National Fish Hatchery, FWS (HFR)
- Idaho Department of Parks and Recreation, IDL (IPS)
- Minidoka National Wildlife Refuge, FWS (MNR)
- Minidoka Interment National Monument, NPS (MIP)
- Bureau of Reclamation - Snake River - East, BOR (BRL)
- City of Rocks National Reserve, NPS (CRP)
- South-Central Area, Idaho Department of Lands, State (SCS)
- Twin Falls District, BLM (TFD)
- Sawtooth National Forest, FS (STF)

Teton Interagency Dispatch Center (TDC)

- Bridger-Teton National Forest, FS (BTF)
- Grand Teton National Park, NPS (GTP)
- National Elk Refuge, FWS (NER)
- Teton Dispatch Counties (TDX)

Nevada Zone**Central Nevada Interagency Dispatch Center (CNC)**

- Battle Mountain District, BLM (BMD)
- Humboldt/Toiyabe National Forest, FS (HTF)
- Winnemucca District, BLM (WID)

Elko Interagency Dispatch Center (EIC)

- Eastern Nevada Agency, BIA (ENA)
- Elko District, BLM (EKD)
- Humboldt/Toiyabe National Forest, FS (HTF)
- Nevada Division of Forestry, State (NCS, NWS, NSS, NNS)
- Ruby Lake National Wildlife Refuge, FWS (RLR)
- SHO-PAI, Duck Valley Tribe, (DVT)

Ely Interagency Communication Center (ECC)

- Ely District, BLM (ELD)
- Great Basin National Park, NPS (GBP)
- Humboldt/Toiyabe National Forest, FS (HTF)

Las Vegas Interagency Communication Center (LIC)

- Ash Meadows National Wildlife Refuge, FWS (AMR)
- Desert National Wildlife Refuge, FWS (DSR)
- Lake Mead Recreation Area, NPS (LAP)
- Southern Nevada District, BLM (SND)
- Moapa Valley National Wildlife Refuge, FWS (MVR)
- Pahrnagat National Wildlife Refuge, FWS (PRR)
- Humboldt/Toiyabe National Forest, FS (HTF)

Nevada Division of Emergency Management (DEMOC)

- Local governments in Nevada

Sierra Front Interagency Dispatch Center (SFC)

- Anaho Island National Wildlife Refuge (AIR)
- Carson City District, BLM (CCD)
- Fallon National Wildlife Refuge (FLR)
- Stillwater National Wildlife Refuge (SWR)
- Humboldt/Toiyabe National Forest, FS (HTF)
- Western Nevada Agency, BIA (WNA)

Utah/Arizona Zone**Color Country Interagency Fire Center (CDC)**

- Arizona Strip District, BLM (ASD)
- Bryce Canyon National Park, NPS (BRP)
- Cedar City District, BLM (CCD)
- Dixie National Forest, FS (DIF)
- Glen Canyon National Recreational Area, NPS (GLP)
- Grand Staircase Escalante National Monument, BLM (CCD)
- Rainbow Bridge National Monument (RAP)
- Southern Paiute Field Station, BIA (SPA)
- Southwest Area, Utah Div of Forestry, Fire & State Lands, State (SWS)
- Zion National Park, NPS (ZIP)

Moab Interagency Fire Center (MFC)

- Arches National Park, NPS (ARP)
- Canyon Country District, BLM (MOD)
- Canyonlands National Park, NPS (CAP)
- Hovenweep National Monument, NPS (HOP)
- Manti-LaSal National Forest, FS (MLF)
- Natural Bridges National Monument, NPS (NBP)
- Southeast Area, Utah Division of Forestry (SES)
- White Mesa/Ute Mountain Agency, BIA (UMA)

Northern Utah Interagency Fire Center (NUC)

- Bear River Migratory Bird Refuge (BBR)
- Golden Spike National Historic Site, NPS (GSP)
- Salt Lake District, BLM (SLD)
- Timpanogos Cave National Monument, NPS (TIP)
- Utah State Office, BLM (USO)
- Wasatch-Cache National Forest, FS (WCF)
- Wasatch Front, Utah Division of Forestry, Fire & State Lands (NWS)
- Bear River, Utah Division of Forestry, Fire & State Lands (BRS)
- Uinta National Forest, FS (UIF)
- Region 4 Office, FS (R04)

Richfield Interagency Fire Center (RFC)

- Capitol Reef National Park, NPS (CRP)
- Central Area, Utah Division of Forestry, Fire & State Lands (SCS)
- Fishlake National Forest, FS (FIF)
- Richfield Field Office, BLM (RID)
- Fillmore Field Office, BLM (RID)
- Fish Springs National Wildlife Refuge, FWS (FSR)

Uintah Basin Interagency Fire Center (UBC)

- Ashley National Forest, FS (ASF)
- Northeast Area, Utah Division of Forestry, Fire & State Lands, State (NES)
- Ouray National Wildlife Refuge, FWS (OWR)
- Uintah and Ouray Agencies, BIA (UOA)
- Vernal District, BLM (VLD)

- **ORDERING PROCEDURES** See National Interagency Mobilization Guide.

SUPPORT TO BORDER FIRES See National Interagency Mobilization Guide.

MOBILIZATION AND DEMOBILIZATION INFORMATION

All resource information, including travel, will be relayed electronically through the Resource Ordering Status System (ROSS).

All times (ETA and ETD) are in local time zones.

A Cache Shipping Status Form will be used by caches to relay shipping information for supplies. For example, radio requests filled by the National Interagency Radio Support Cache (NIRSC).

Travel information for resources mobilizing to and demobilizing from an incident will be transmitted by creating a travel itinerary in ROSS. Travel legs will reflect the mode of travel, carrier (with flight numbers), departure location, date and time, and arrival location, date and time.

NEIGHBORHOOD POLICY

Orders as the result of an incident, preparedness, severity, wildland and prescribed fire will follow established ordering channels.

All Dispatch Centers may order agency, cooperators and contracted resources directly from their neighbor(s). The following list defines the Great Basin neighborhood for each Dispatch Center:

UNIT	MAY ORDER FROM
BDC	PAC, CIC, SCC, NV-EIC, JFC, CNC
CDC	RFC, LIC, ECC, MFC, RFC
CIC	PAC, SCC, ID-EIC, BDC
CNC	SFC, NV-EIC, ECC, LIC, JFC, BDC
DMC	SFC
EIC (ID)	TDC, CIC, SCC, NUC
EIC (NV)	CNC, ECC, NUC, BDC, SCC, JFC
ECC	NV-EIC, LIC, RFC, NUC, CDC, CNC
JFC	PAC, CIC, SCC, NV-EIC, CNC
LIC	ECC, CDC, CNC, SFC
MFC	UBC, RFC, NUC, CDC
NUC	NV-EIC, SCC, ECC, ID-EIC, RFC, UBC, MFC
PAC	BDC, CIC, SCC, JFC
RFC	ECC, NUC, MFC, CDC
SFC	CNC, DMC
SCC	NV-EIC, BDC, CIC, ID-EIC, NUC, PAC, JFC
TDC	ID-EIC
UBC	NUC, MFC

The following conditions must be met when utilizing the Neighborhood Policy:

Resource ordering standards apply for all resource movement. This includes Initial Attack procedures, resource orders / ROSS, commit messages and reassignment procedures.

Commitments of National resources require a courtesy call to the appropriate GACC.

Within 15 minutes of National resource commitment, the sending unit will notify the appropriate GACC.

When a resource is unavailable through the neighborhood policy, the requesting unit will place the

order with the GACC. The GACC will obtain resources through established dispatch channels. **The GACC will normally not check with the requesting Dispatch Center's neighborhood (unless the Neighborhood Policy has been withdrawn).**

- Dispatch Centers may only reassign a neighbor's resource with the permission of the resource's home Dispatch Center.
- If the Coordination Center needs a resource, which has been mobilized center to center, the GACC will place the order with the resource's home Dispatch Center.

At a Dispatch Center Manager's discretion and with GACC approval, a Dispatch Center may temporarily withdraw their participation in the neighborhood policy.

GBCC has the authority to withdraw the Neighborhood Policy for tactical resources based on activity when the area level has reached PL 4, the Great Basin MAC has been activated and the Dispatch Center Managers have been consulted. The withdrawal does not include the use of resources being ordered through local initial attack agreements. The Requesting Dispatch Center will give their GACC a courtesy call when neighboring resources are being requested using local agreements during PL4.

- **NON-INCIDENT RELATED ORDERING** See National Interagency Mobilization Guide.
- **RESOURCE TRACKING**

Sending units will relay actual time of departure (ATD) and estimated time of arrival (ETA) for all resources assigned.

Receiving units are responsible for follow up if resources do not arrive within reasonable limits of the most recently communicated ETA.

All Great Basin resources (i.e., engines, hand crews, helitack) dispatched via a Coordination Center resource order will observe the following procedures. These procedures will enable the Coordination Centers to track and mobilize resources more efficiently.

- When mobilizing to or from an incident, resources will check-in with their Coordination Center via the 1-800 Number (or to the number identified on the resource order) as close to a two-hour interval as possible. (Helicopter flight crew should call during fuel stops.)
- Miscellaneous overhead driving to or being released from an assignment have the option to check-in.



GREAT BASIN IMT LEND/LEASE OF RESOURCES

- The Great Basin Lend/Lease Policy is an informal agreement between incidents that provides an avenue to share critical resources for short periods of time to fill critical operational needs. This is an effective and efficient way of managing resources that are either unavailable or where incidents only need these resources for a limited time. Typically, Lend/Lease should not exceed 48-72 hours (validated each day by Operations). Lend/Lease of resources should only be used when two or more IMTs are assigned within the same local dispatch area, or in the event of a close proximity boundary incident in the adjacent dispatch area. In this case, it is critical for good communication to occur between the two affected dispatch centers and the Great Basin Coordination Center. Resource orders are not initiated by the receiving incident. Tracking of these resources is done on a separate spreadsheet maintained by the local dispatch center. The Lend/Lease resource spreadsheet data will be shared with the GBCG and Geographic MAC Group daily. Roles and

responsibilities of each functional area within an IMT organization (e.g. I-suite procedures) can be found in the Great Basin Area Lend/Lease Procedures document on the GBCG website:
<http://gacc.nifc.gov/gbcc/>

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