

To: Type 3, 4, 5 Incident Commanders
 From: Southwest Idaho Operations Group
 Subject: Expectations and Responsibilities for Type 3, 4, and 5 Incident Commanders



The following list of expectations and responsibilities will help each of you in the role of Incident Commander:

- First and foremost MANAGE ALL WILDLAND FIRES SAFELY. Firefighter and public safety is your highest priority.
- Consider and implement Coronavirus 19 mitigation and prevention measures as outlined by current agency and CDC guidelines.
- Provide and document a briefing using the Briefing Checklist inside the back cover of your IRPG to all firefighters at the beginning of every operational period. Brief all new firefighters of the fire situation and Incident Action Plan as they arrive on scene to your fire.
- Before engaging in any fire management assignments, ensure that Lookouts, Communications, Escape Routes, and Safety Zones (LCES) are in place and effective.
- Ensure all firefighting actions are in full compliance with the Ten Standard Fire Orders and mitigation of applicable Watch Out Situations are complete.
- Conduct a thorough risk assessment of current fire situation using the Operational Engagement Section located in the Incident Response Pocket Guide (IRPG).
- Manage risk of exposure for all fire personnel; constantly identify and abate hazards, refuse to accept unnecessary risk, and make risk related decisions in accordance with your NWCG Incident Commander qualification level.
- Constantly monitor the effectiveness of the planned strategy and tactics. Immediately delay, modify, or abandon firefighting action on any part of a wildland fire where strategies and tactics cannot be safely implemented. Only execute suppression actions when and where they are safe and effective.
- Request a spot weather forecast at the beginning of every burn period. Take frequent weather observations.
- Evaluate a Wildland Fire Risk and Complexity Assessment (Red Book, Appendix E) for Type 3, 4, and 5 incidents upon arrival and as conditions dictate. Refer to the Operational Engagement (Green Pages) section for additional indicators located in the IRPG. Review analysis periodically to maintain situational awareness.
- Keep Boise Interagency Dispatch Center (BDC) and the Duty Officer informed of the incident situation and progress.
- Do not assume any collateral duties as a Type 3 Incident Commander.
- Document action to manage firefighter fatigue for all fires that exceed one operational period, ensure compliance with guidelines for work, rest and length of commitment, and pre-approvals and justifications for excessively worked shifts.
- If the media makes contact or arrives on scene: request an agency PIO, ensure they are properly escorted and any comments need to reflect the actual suppression activities without speculation.
- Ensure that performance ratings are completed on all wildland fires for all fire line personnel assigned from outside the local area or if requested.
- Complete and document an After Action Review (AAR) after each operational period.
- Documentation: Required-Initial Attack Fire Size Up, Map Sketch Incident Objectives and List of Resources. Additional documentation as needed.
- For all suspected human caused fires a Fire Investigator is needed.
- Utilize aviation resources that are effective in controlling the fire and manage costs that are commensurate with values at risk.
- The Duty Officer is the technical representative for the Line Officer.

We have the utmost respect for your knowledge and professionalism. You serve an extremely important leadership role with critical responsibilities, and your actions will be supported in situations where you take actions to safeguard firefighters and the public.

Tanya Thrift, District Manager Boise BLM

Dean Johnson, IDL Southwest Area Manager

Brant Petersen, Forest Supervisor Boise NF

BDC Area Maps



BDC Dispatch/Logistics



INITIAL PATIENT ASSESSMENT: Complete this section for each patient as applicable (start with the most severe patient)

Patient Assessment: refer to IRPG					
Treatment:					
TRANSPORT PLAN:					
Evacuation Location (if different): (Descriptive Location (drop point, intersection, etc.) or Lat. / Long.) Patient's ETA to Evacuation Location: _____					
Helispot / Extraction Site Size and Hazards:					
ADDITIONAL RESOURCES / EQUIPMENT NEEDS:					
Example: Paramedic/EMT, Crews, Immobilization Devices, AED, Oxygen, Trauma Bag, IV/Fluid(s), Splints, Rope rescue, Wheeled litter, HAZMAT, Extrication					
COMMUNICATIONS: Identify State Air/Ground EMS Frequencies and Hospital Contacts as applicable					
Function	Channel Name/Number	Receive (RX)	Transmit (TX)	Tone/NAC *	Tone/NAC *
COMMAND					
AIR-TO-GRND					
TACTICAL					
CONTINGENCY: Considerations: If primary options fail, what actions can be implemented in conjunction with primary evacuation method? Be thinking ahead...					
ADDITIONAL INFORMATION: Updates/Changes, etc.					
REMEMBER: Confirm ETA's of resources ordered. Act according to your level of training. Be Alert. Keep Calm. Think Clearly. Act Decisively.					

Medical Incident Report

FOR A NON-EMERGENCY INCIDENT, WORK THROUGH CHAIN OF COMMAND TO REPORT AND TRANSPORT INJURED PERSONNEL AS NECESSARY. FOR A MEDICAL EMERGENCY: IDENTIFY ON SCENE INCIDENT COMMANDER BY NAME AND POSITION AND ANNOUNCE "MEDICAL EMERGENCY" TO INITIATE RESPONSE FROM IMT COMMUNICATIONS/DISPATCH.

Use the following items to communicate situation to communications/dispatch.
 . CONTACT COMMUNICATIONS / DISPATCH (Verify correct frequency prior to starting report)
 Ex: "Communications, Div. Alpha. Stand-by for Emergency Traffic."

. INCIDENT STATUS: Provide incident summary (including number of patients) and command structure.
 Ex: "Communications, I have a Red priority patient, unconscious, struck by a falling tree. Requesting air ambulance to Forest Road 1 at (Lat./Long.) This will be the rout Meadow Medical, IC is TFLD Jones. EMT Smith is providing medical care."

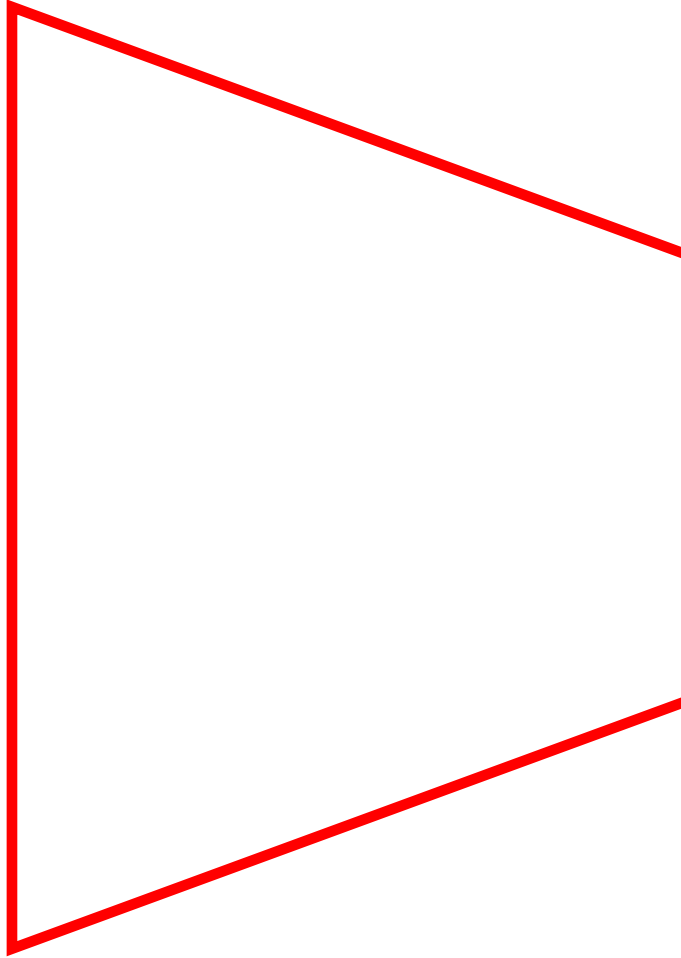
Severity of Emergency / Transport Priority
RED / PRIORITY 1 Life or limb threatening injury or illness. Evacuation need is IMMEDIATE
 Ex: Unconscious, difficulty breathing, bleeding severely, 2o – 3o burns more than 4 palm sizes, heat stroke, disoriented.
YELLOW / PRIORITY 2 Serious Injury or illness. Evacuation may be DELAYED if necessary.
 Ex: Significant trauma, unable to walk, 2o – 3o burns not more than 1-3 palm sizes.
GREEN / PRIORITY 3 Minor Injury or illness. Non-Emergency transport
 Ex: Sprains, strains, minor heat-related illness.

Nature of Injury or Illness & Mechanism of Injury	Brief Summary of Injury or Illness (Ex: Unconscious, Struck by Falling Tree)
Transport Request	Air Ambulance / Short Haul/Hoist Ground Ambulance / Other
Patient Location	Descriptive Location & Lat. / Long. (WGS84)
Incident Name	Geographic Name + "Medical" (Ex: Trout Meadow Medical)
On-Scene Incident Commander	Name of on-scene IC of Incident within an Incident (Ex: TFLD Jones)
Patient Care	Name of Care Provider (Ex: EMT Smith)

INITIAL ATTACK FIRE SIZE UP Information for the IC to relay to dispatch for all wildfire incidents. Highlighted section to be completed upon arrival on scene.									
Incident Name:		IC / Qual:			IC Trainee:				
Location Description:									
Coordinates: Latitude		Longitude			DATUM NAD 83				
UTM E		N							
Values At Risk (distance):									
Structures Threatened (# and distance):									
Additional Resources Needed:									
Cause:	Human	Lightning	Investigator needed:			Yes	No		
Point of Origin: Lat/Long		UTM: E			N				
Best Access:									
District / FO:		Protection:							
Character:	Smoldering	Creeping	Running	Crowning	Spotting				
Spread Potential:	Low	Moderate	High	Extreme					
Estimated Size:	Spot-1/10	1/10-1/4	1/4-1/2 acre	1/2-3/4 acre	1 acre	1-5 acres	6-25 acres	25+	
% Active:									
Estimated Wind:	Calm	0-5	5-10	10-20	20+				
Wind Direction:	Variable	North	South	West	East	Down Canyon	Up Canyon	Downslope	Upslope
Fuel Type:	Grass	Brush/Sage	Reproduction	Heavy Timber	Logging Slash	Thin Slash	Juniper	Snag	
Log/Duff	Ponderosa Pine	Doug Fir	Alpine Fir	Lodgepole					
Adjacent Fuels:	Grass	Brush/Sage	Reproduction	Heavy Timber	Logging Slash	Thin Slash	Juniper		
Snag	Log/Duff	Ponderosa Pine	Doug Fir	Alpine Fir	Lodgepole				
Aspect:	North	South	East	West	Northwest	Northeast	Southeast	Southwest	Ridgetop Flat
Slope (%):	Flat	0-20	20-40	40+					
Position on Slope:	Ridgetop	Upper 1/3	Middle 1/3	Lower 1/3	Valley/Canyon Bottom		Flat or Rolling		
Elevation:									
Estimated Containment:									
Estimated Control:									
Remember to give dispatch regular updates									

IC:
Ops:
Comm Freq:
A/G Freq:

Aircraft



Fire Name _____ **Number** _____

Breakfast **Lunch** **Dinner**

Date needed _____ Time needed _____ Number of meals needed(Veg?) _____

Radio Freq: _____ Lat/ Long: _____

Geographic Location/Special Instructions: _____

One Unit Fire =
8 packs bats
6 cases water
2 cases gato
8 bags ice
9+/- peeps

Two Unit Fire =
16 packs bats
12 cases water
4 cases gato
14 bags ice
18+/- peeps

Three Unit Fire =
24 packs bats
18 cases water
6 cases gato
20 bags ice
30+/- peeps

Four Unit Fire =
32 packs bats
24 cases water
8 cases gato
26 bags ice
45+/- peeps

Hand Crew Trigger
Cubies-8/crew
Porta potties
Wash stations

BCMG Trigger
Over 100 people
Mixed equipment/crews
Poor cell/radio commo

Finance Trigger
Contract Equipment
Land Use
Trailer ordered

Other Items to Consider:

- _____ **garbage bags**
- _____ **big blue cooler** (leave on incident)
- _____ **table(s)**
- _____ **cubies** (1 cubie/3 people)
- _____ **Rat Packs/MREs**
- _____ **SAT phone**

- _____ **porta potties** (1 unit/10 people)
- _____ **wash station** (1 unit/ 25 people)
- _____ **spike camp/helibase delivery**
- _____ **saw supplies** (mix, oil, chain)
- _____ **Trailer** (circle those needed)
Pumpkin ICT3 COMM

BOISE DISPATCH LINE SUPPLY ORDER FORM

FIRE NAME:

FIRE CODE:

Date & Time Ordered/ needed	Location for Delivery (Division/LZ/DP/Lat Long)	Mode of delivery (Driven/Helo/ Paracargo)

Ordering Example: I need 7 of item number 5

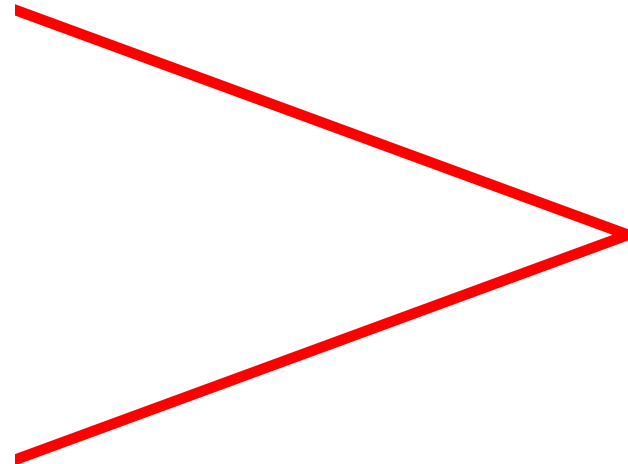
#	Item	Amount	#	Item	Amount
1.	Meals Breakfasts			Kits	
2.	Meals Lunches		30.	Mark 3 Pump Kit	
3.	Meals Dinners		31.	Sprinkler Kit	
4.	Meals MRE's/case		32.	20 Person First Aid Kit	
5.	Jumper Food Box (specify#)		33.	Chainsaw Kit	
6.	Water 5 gal. cubies		34.	Backpack Pump Full ea.	
7.	Gatorade Case		35.	Backpack Pump Empty ea.	
8.	Toilet Paper roll		36.	72 Gal. Slingshot Blivet ea.	
9.	Porta Potties ea.		37.	55 Gal. Slingshot Blivet ea.	
10.	Hand wash Station ea.		38.	Folding Tank Size/ea.	
11.	Sleeping Bags ea.		39.	Pumpkin Size/ea.	
12.	Tarps/Plastic* ea./roll		40.	Hose 1 1/2" / ft.	
13.	Parachute Cord roll		41.	Hose 1" / ft.	
14.	Fiber Tape roll		42.	Hose 3/4" / ft.	
15.	Batteries AA/ box 24ea.		43.	Reducer 1 1/2"X1"	
16.	Batteries Specify Type		44.	Reducer 1"X 3/4"	
17.	Saw Gas 5 Gallons 50:1		45.	Gated "Y" 1 1/2"	
18.	Pump Gas 5 Gallons 25:1		46.	Gated "Y" 1"	
19.	Gas 5 Gallons Straight		47.	Gated "Y" 3/4"	
20.	Bar Oil QT's		48.	Shut-off Valve 3/4"	
21.	2- cycle oil QT's		49.	In-line Tee 1 1/2"X1"	
22.	Round Files bx		50.	Nozzle 1 1/2"	
23.	Flat Files bx		51.	Nozzle 1"	
24.	Garbage Bags bx		52.	Nozzle 3/4"	
25.	Tool Specify Type ea.				
26.	Fusee Case				
27.	Drip Torches Full ea.				
28.	Drip Torch Mix 5 Gal				
29.	Mark 3 Pump ea.				
*	Specify tarp or plastic				

DATUM: NAD 83

FORMAT: DDM - 43 48.77 X 11550.61

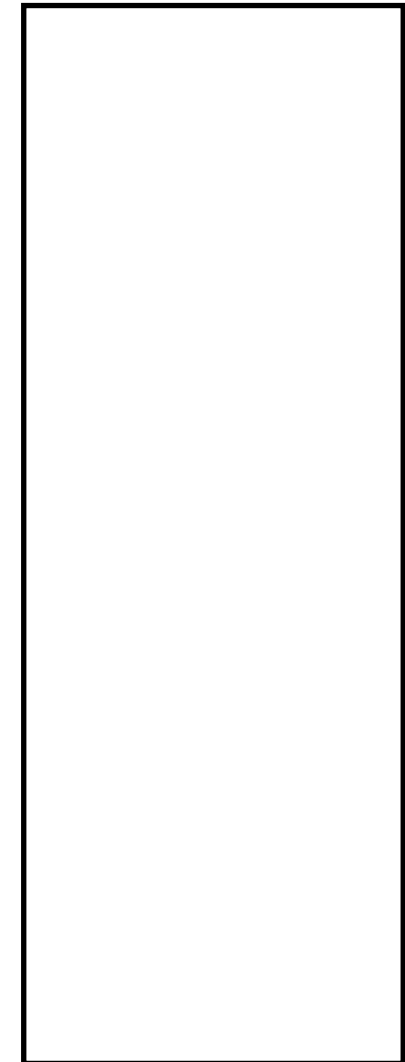
DIVS _____
Freq _____

Z



DIVS _____
Freq _____

A



Structure Group

DIVS _____
Freq _____

Wildland Fire Risk and Complexity Assessment

The Wildland Fire Risk and Complexity Assessment should be used to evaluate firefighter safety issues, assess risk, and identify the appropriate incident management organization. Determining incident complexity is a subjective process based on examining a combination of indicators or factors. An incident’s complexity can change over time; incident managers should periodically re-evaluate incident complexity to ensure that the incident is managed properly with the right resources.

Instructions:

Incident Commanders should complete Part A and Part B and relay this information to the Agency Administrator. If the fire exceeds initial attack or will be managed to accomplish resource management objectives, Incident Commanders should also complete Part C and provide the information to the Agency Administrator.

Part A: Firefighter Safety Assessment

Evaluate the following items, mitigate as necessary, and note any concerns, mitigations, or other information.

Evaluate these items	Concerns/Mitigations/Notes
LCES	
Fire Orders and Watch Out Situations	
Multiple operational periods have occurred without achieving initial objectives.	
Incident personnel are overextended mentally and/or physically and are affected by cumulative fatigue.	
Communication is ineffective with tactical resources and/or dispatch.	
Operations are at the limit of span of control.	
Aviation operations are complex and/or aviation oversight is lacking.	
Logistical support for the incident is inadequate or difficult.	

Part B: Relative Risk Assessment

Values				Notes/Mitigation
<u>B1. Infrastructure/Natural/Cultural Concerns</u> Based on the number and kinds of values to be protected, and the difficulty to protect them, rank this element low, moderate, or high. Considerations: key resources potentially affected by the fire such as urban interface, structures, critical municipal watershed, commercial timber, developments, recreational facilities, power/pipelines, communication sites, highways, potential for evacuation, unique natural resources, designated areas (i.e., wilderness), T&E species habitat, and cultural sites.	L	M	H	
<u>B2. Proximity and Threat of Fire to Values</u> Evaluate the potential threat to values based on their proximity to the fire, and rank this element low, moderate, or high.	L Far	M	H Near	

Socio/Political Concerns					Notes/Mitigation
<u>C5. External Influences</u> Evaluate the effect external influences will have on how the fire is managed and rank this element very low, low, moderate, or high. Considerations: limited local resources available for initial attack; increasing media involvement, social/print/television media interest; controversial fire policy; threat to safety of visitors from fire and related operations; restrictions and/or closures in effect or being considered; pre-existing controversies/ relationships; smoke management problems; sensitive political concerns/interests.	Very Low	L	M	H	
<u>C6. Ownership Concerns</u> Evaluate the effect ownership/jurisdiction will have on how the fire is managed and rank this element very low, low, moderate, or high. Considerations: disagreements over policy, responsibility, and/or management response; fire burning or threatening more than one jurisdiction; potential for unified command; different or conflicting management objectives; potential for claims (damages); disputes over suppression responsibility.	Very Low	L	M	H	
<i>Enter the number of items circled for each column.</i>					

Recommended Organization (circle one):

Type 5	Majority of items rated as “Very Low”; a few items may be rated in other categories.
Type 4	Majority of items rated as “Low,” with some items rated as “Very Low,” and a few items rated as “Moderate” or “High.”
Type 3	Majority of items rated as “Moderate,” with a few items rated in other categories.
Type 2	Majority of items rated as “Moderate,” with a few items rated as “High.”
Type 1	Majority of Items rated as “High”; a few items may be rated in other categories.

Rationale:

Use this section to document the incident management organization for the fire. If the incident management organization is different than the Wildland Fire Risk and Complexity Assessment recommends, document why an alternative organization was selected. Use the “Notes/Mitigation” column to address mitigation actions for a specific element, and include these mitigations in the rationale.

Name of Incident: _____ Unit (s): _____

Date/Time: _____ Signature of Preparer: _____

<u>B3. Social/Economic Concerns</u> Evaluate the potential impacts of the fire to social and/or economic concerns, and rank this element low, moderate, or high. Considerations: impacts to social or economic concerns of an individual, business, community or other stakeholder; degree of support for the wildland fire program and resulting fire effects; other fire management jurisdictions; tribal subsistence or gathering of natural resources; air quality regulatory requirements; public tolerance of smoke, including health impacts; potential for evacuation and ingress/egress routes; and restrictions and/or closures in effect or being considered.	L	M	H	
Hazards				Notes/Mitigation
<u>B4. Fuel Conditions</u> Consider fuel conditions ahead of the fire and rank this element low, moderate, or high. Evaluate fuel conditions that exhibit high ROS and intensity for your area, such as those caused by invasive species or insect/disease outbreaks; and/or continuity of fuels.	L	M	H	
<u>B5. Fire Behavior</u> Evaluate the current and expected fire behavior and rank this element low, moderate, or high. Considerations: intensity; rates of spread; crowning; profuse or long-range spotting.	L	M	H	
<u>B6. Potential Fire Growth</u> Evaluate the potential fire growth, and rank this element low, moderate, or high. Considerations: Considerations would include current and expected fire growth based on fire behavior analysis and the weather forecast and/or the ability to control the fire.	L	M	H	
Probability				Notes/Mitigation
<u>B7. Time of Season</u> Evaluate the potential for a long-duration fire and rank this element low, moderate, or high. Considerations: time remaining until a season ending event.	L Late	M Mid	H Early	
<u>B8. Barriers to Fire Spread</u> Evaluate the barriers to fire spread and their potential to limit fire growth, and rank this element low, moderate, or high. Considerations: If many natural and/or human-made barriers are present, rank this element low. If some barriers are present, rank this element moderate. If no barriers are present, rank this element high.	L Many	M	H Few	
<u>B9. Seasonal Severity</u> Evaluate fire danger indices and rank this element low/moderate, high, or very high/extreme. Considerations: Fire danger indices such as energy release component (ERC); drought status; live and dead fuel moistures; fire danger indices; adjective fire danger rating; geographic area preparedness level.	L/M	H	VH/E	
Enter the number of items circled for each column.				

Relative Risk Rating (circle one):

Low	Majority of items are "Low" with a few items rated as "Moderate" and/or "High."
Moderate	Majority of items are "Moderate" with a few items rated as "Low" and/or "High."
High	Majority of items are "High." A few items may be rated as "Low" or "Moderate."

Relative Risk Rating (from Part B)			
Circle the Relative Risk Rating (from Part B)	L	M	H

Part C: Organization Relative Risk Rating (circle one):

Implementation Difficulty					Notes/Mitigation
<u>C1. Potential Fire Duration</u> Evaluate the estimated length of time that the fire may continue to burn if no action is taken and amount of season remaining. Rank this element low, moderate, or high. Note: This will vary by geographic area.	N/A Very Short	L Short	M	H Long	
<u>C2. Incident Strategies (Course of Action)</u> Evaluate the level of risk to firefighters and aviators required to successfully meet the current strategy and implement the course of action. Rank this element as very low, low, moderate, or high. Consider the likelihood that the strategy will be successful, the risks to firefighters and aviators; and whether there are clearly defined trigger points.	Very Low	L	M	H	
<u>C3. Functional Concerns</u> Evaluate the need to increase organizational structure to adequately and safely manage the incident, and rank this element very low (minimal resources committed), low (adequate), moderate (some additional support needed), or high (current capability inadequate). Considerations: Incident management functions (logistics, finance, operations, information, planning, safety, and/or specialized personnel/equipment) are inadequate and needed; availability of resources; access to EMS support; heavy commitment of local resources to logistical support; ability of local businesses to sustain logistical support; substantial air operation which is not properly staffed; worked multiple operational periods without achieving initial objectives; incident personnel overextended mentally and/or physically; Incident Action Plans, briefings, etc. missing or incomplete; performance of firefighting resources affected by cumulative fatigue; and ineffective communications.	Very Low	L	M	H	

Socio/Political Concerns					Notes/Mitigation
<u>C4. Objective Concerns</u> Evaluate the complexity of the incident objectives and rank this element very low, low, moderate, or high. Considerations: clarity; ability of current organization to accomplish; disagreement among cooperators; tactical/operational restrictions; complex objectives involving multiple focuses; objectives influenced by serious accidents or fatalities.	Very Low	L	M	H	