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## 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.

### **Northern Rockies Supplement**

*Resource mobilization activities will be conducted with a high regard for safety and cost effectiveness. All personnel will carry photo identification cards while on assignment, information in IROC will match what is on the identification card, to facilitate transportation arrangements when made via commercial air carriers.*

#### ***Rental Vehicles***

*Rental Vehicles are not authorized for personnel filling requests unless specifically authorized by the requesting unit and documented on the resource order. If a rental vehicle is approved, the filling unit must determine the correct method in which to fill the request.*

#### ***Cell Phones, Laptops and Miscellaneous Equipment***

*Reference the Standards for Interagency Incident Business Management Handbook.*

*The requesting unit can identify and document on the resource order that electronic devices such as cell phones, computer laptops, GPS units, etc. are required to accompany an ordered resource. This authorization on the resource order allows for replacements of government equipment if lost, damaged, or stolen, but does not allow for other reimbursement, such as usage fees. The home unit or hiring official (in the case of ADs/EFFs) will assist the resource with obtaining government-owned equipment prior to dispatch if required. If the host or hiring unit is unable to provide government owned equipment, the resource's home dispatch center should contact the incident prior to mobilization so that the incident may secure this equipment for the resource's arrival, as all cell phones and satellite phones should be procured through the incident or incident host agency. Usage charges of personal or home unit cell phones will not be reimbursed.*

#### ***Demobilization Guidelines and Responsibilities***

*Reference Chapter 10 Northern Rockies Interagency Mobilization Guide.*

#### ***Emergency Releases***

*When an emergency occurs, a family member or friend contacts the home dispatch unit to initiate an emergency message/release form. The home dispatch unit will follow the chain of command to relay the message to NRCC. NRCC will deliver the message through standard dispatch channels and through an IARR, if available. NRCC will notify the home dispatch unit when the message has been relayed. All documentation of emergency releases must pass through NRCC.*

#### ***Trainees***

*The NRCG determined that all trainees are considered Priority Trainees in the NRGAs for 2025. These trainees are supported by their respective Agencies in the Northern Rockies' efforts for Successional Planning.*

*When hosting an incident, local centers may fill trainee orders with any trainees from the hosting unit or any cooperating agency within the dispatch zone. They may also reach out to*

*the neighboring centers for trainees as defined by the Northern Rockies Standards for Resource Mobilization as closest forces.*

*There may be occasions for the hosting agency to order trainees to meet specific agency objectives (example: MT DNRC unit ordering MT DNRC resources from non-neighboring dispatch centers; IDS ordering IDS resources from the Great Basin; or the BIA/NPS/FWS ordering trainees from other regions or any hard dollar orders). These should be ordered as name requests with the “Host Agency Only” inclusion for Federal resource’s and “State Only” for state resources.*

*Resource orders received from Northern Rockies dispatch centers indicating “trainee acceptable” or “trainee required” will be processed at NRCC using the following guidelines:*

#### ***In-Area trainee assignments with NR IMTs***

*Other than rostered IMT Trainees, NRCC will fill any additional trainee roster positions in the following order:*

- 1. NR Trainees.*
- 2. Contact GATR or GATR Rep for National Priority Trainees.*
- 3. Send to NICC when # 1, 2, do not apply.*

#### ***Out-of-Area trainee assignments***

*Trainee orders received from NICC that are not name requests will be processed using the following guidelines:*

*When a sending unit is requesting to send a trainee along with a qualified resource for a “pairing”, this request will need to be negotiated with the incident dispatch center and processed using the normal ordering channels. The incident host dispatch center needs to send a name request for the trainee and document in special needs the reason for the request (i.e.: NRGAs Priority Trainee) An overhead support request WILL NOT be created against a parent request that is also an overhead request, other than for local area use.*

### **Name Requesting Single Resource Overhead**

Name requests for qualified 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 individual’s current dispatch location.

### **Trainee Requests**

Name request for geographic area priority trainee positions will be justified within the special needs as being approved by the GATR and will be processed without delay. Hosting GA priority trainee list should be utilized first.

#### **Northern Rockies Supplement**

*Name requests for Out-of-Area trainees should be confirmed at the time of the order and ensure that the trainee has been approved by their GATR before the order is created. Out-of-Area trainees are prioritized differently in other Geographic Areas and may be denied if they are*

*determined not to be the current priority for that specific position within that specific Geographic Area.*

### **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.

### Northern Rockies Supplement

*The NRGAs hosts the following WFM's:*

<i>WILDLAND FIRE MODULE</i>	<i>TYPE</i>	<i>UNIT</i>	<i>HOME DISPATCH</i>
<i>Selway</i>	<i>WFM1</i>	<i>ID-NCF</i>	<i>ID-GVC</i>
<i>St. Joe</i>	<i>WFM2</i>	<i>ID-IPF</i>	<i>ID-CDC</i>
<i>Kaniksu</i>	<i>WFM2</i>	<i>ID-IPF</i>	<i>ID-CDC</i>
<i>Spotted Bear</i>	<i>WFM2</i>	<i>MT-FNF</i>	<i>MT-KIC</i>
<i>Lewis &amp; Clark</i>	<i>WFM2</i>	<i>MT-HLF</i>	<i>MT-GDC</i>
<i>Woodhawk</i>	<i>WFM2</i>	<i>MT-NCD</i>	<i>MT-LEC</i>

### **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 Rappelers**

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

Rappeler's primary mission is initial attack. When Rappelers are needed for initial attack with aircraft, they are to be requested in IROC as "RPIA – Load, Rappeler Initial Attack" on an Aircraft request. All initial attack orders will be honored, regardless of Geographic Area boundary, when Rappelers are available. Additional mission specific information should be documented on the resource order. When ordered for initial attack, Rappelers 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.



### **Northern Rockies Supplement**

*The NRCG adopted the BLM Suppression Module definitions with small adaptations, reference the Suppression Modules section under Specialized Personnel later in this chapter for further guidance.*

#### ***Montana National Guard***

*The Montana National Guard provides pre-identified support packages, refer to the National Guard Memorandum of Agreement. Contact NRCC for guidance on ordering these support packages.*

#### ***Rapid Extraction Module Support (REMS)***

*Rapid Extraction Module Support (REMS) presents an option to extract firefighters suffering from an injury or illness while conducting fire suppression in terrain or conditions not conducive to standard extraction methods. REMS is an extraction team that provides technical expertise in the use of Low Angle Rescue Operations (LARRO), High Angle Rope Rescue Operations (HARRO), and advanced terrain techniques to transport a patient to either a vehicle or aircraft for transport to an appropriate medical facility or staging area to meet medical assistance.*

*The NRGGA has a mix of Federal, State, Tribal and Local Cooperators with a variety of extraction capabilities. REMS would be desirable when conditions do not allow aviation resources the ability to fly safely, and when terrain is too steep or challenging to use current conventional methods of extraction.*

*REMS will be created in IROC using an Overhead Group with the qualification Module, Rapid Extraction Support, and will use the following naming convention: Groups, Module - Rapid Extraction Support – Unit – Resource Name.*

*Orders for REMS will be placed through established ordering channels in IROC using an Overhead Group Request; Module, Rapid Extraction Support.*

*Minimum REMS configuration will consist of:*

### **NWCG REMS Training and Qualifications Requirements**

The REMS team personnel shall meet the training and qualification requirements as outlined in the section below.

<b>TYPE I</b>	<b>TYPE II</b>	<b>TYPE III</b>
<u>Recommended:</u> 4 Rope Rescue Technicians or <u>Required:</u> 2 Rope Rescue Technicians and 2 Rope Rescue Operations Equivalent (all team members shall meet or exceed NFPA 1006)	<u>Required:</u> 2 Rope Rescue Technicians and 2 Rope Rescue Operations Equivalent (all team members shall meet or exceed NFPA 1006)	<u>Required:</u> 1 Rope Rescue Technician and 1 Rope Rescue Operations Equivalent (all team members shall meet or exceed NFPA 1006)
REMS Leader – Single Resource Boss Qualified (Required)	REMS Leader – Single Resource Boss Qualified (Required)	N/A
Vehicle Extrication or Equivalent (Required)	Vehicle Extrication or Equivalent (Recommended)	N/A
Firefighter 1 or 2 (FFT1 or FFT2) Wildland Qualified (all team members)	Firefighter 1 or 2 (FFT1 or FFT2) Wildland Qualified (all team members)	Firefighter 1 or 2 (FFT1 or FFT2) Wildland Qualified (all team members)
Physical Fitness Level - Arduous	Physical Fitness Level - Arduous	Physical Fitness Level - Arduous

*All necessary extraction equipment is referenced in the Northern Rockies Supplements to the NWCG Standards for Interagency Incident Business Management, Chapters 20 & 50.*

*Within the Northern Rockies Geographic Area, REMS requests should follow the following procedure:*

- 1. Determine if the County and Local Government can provide the service and needs of the incident. If they are able, no order needs to be created, and mobilization will occur based on the preferred communication methods of the specific County and Local Government.*
- 2. If the County and Local Government are not able to meet the needs of the incident, orders for REMS of the specific type will be created and directed to AIMS (or other agency specific procurement methods) to pursue contracted resources on an EERA for that incident only.*
- 3. If none of the above are successful, orders for REMS of the specific type may be placed through normal dispatch channels in IROC.*

#### **Local Government REMS**

*Legal authority and responsibility for search-and-rescue operations varies jurisdictionally, Incident management teams should first determine with the incident-hosting agency what authorities exist for fire incident extractions versus search-and-rescues before seeking out local government capabilities to fulfill REMS needs. Local government capabilities could include local fire, law enforcement, or search and rescue organizations. County search & rescue organizations frequently train for LARRO/HARRO and should be the first consideration. IMT Liaisons will need to gather the County's capability from the County Sheriff at the IMT in-briefing or as soon as possible. Use of local government may have varying agreement requirements*

*prior to hiring. Coordination with the sheriff to assure that the county has resources on hand in a non-pay "on call" status should an IMT need them ready for rapid response may present the best option in lieu of "hiring".*

### ***Contract REMS***

*All commercial REMS will need to be contracted through incident only agreement processes (EERA). The defined minimum REMS specification will allow for incident only contracts within the NRG. Contract REMS would be desirable only if local government could not provide. Reference the REMS letter of direction on the NRCG website for additional information.*

### **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.

### **Northern Rockies Supplement**

*The effective management of radio systems, kits and frequencies assigned to incidents is a critical concern. To facilitate coordination between incidents, units, and agencies in the NRG, the following responsibilities are assigned.*

#### ***The Northern Rockies Coordination Center will:***

- *Review all orders for all radio systems/kits and frequencies assigned within the NRG.*
- *Coordinate with the National Interagency Incident Communications Division (NIICD) Communications Duty Officer (CDO) on requests for radio components. Process all radio system orders on IROC NFES supply orders through the NIICD CDO via the NICC.*
- *Notify the NIICD CDO and agency telecommunications/frequency managers of any problems relating to radio frequency management.*
- *Activate a COMC position at NRCC when the management of radio systems and frequencies involves complex and multiple incidents.*
- *Request VHF-FM, VHF-AM and UHF frequencies as required for incidents and relay this information to the NIICD CDO through the resource order process. When one is assigned, resource orders for radios and frequencies will be coordinated with the COMC.*

#### ***Northern Rockies COMC Responsibilities:***

*Any time two or more incident management teams are committed in the area, the NIICD CDO and NRCC coordinator will evaluate the workload and consider ordering a communications coordinator through NICC. When in place, the communications coordinator will perform the following functions:*

- *Coordinate with the NIICD CDO on requests for radio equipment to ensure radio frequency separation where incidents are in close proximity to each other.*
- *Maintain a master list of radios and frequencies assigned to the NRG and relay this information to the NRCC coordinator.*
- *Notify the following personnel of changes in radio system and frequency status:*
  - *Agency telecommunications/frequency coordinators*
  - *NIICD CDO*
  - *Dispatch Centers*
  - *IMT COML/COMT*

*Dispatch Centers will:*

- *Notify the assigned COMC and/or agency telecommunications managers of any problems concerning radio frequency management.*
- *Keep local incident communications unit leaders, incident commanders, and locally assigned electronics technicians informed of radio frequency management issues.*
- *Advise all pilots assigned to incidents of agency and interagency aviation radio communications protocols.*

*Incidents will:*

- *The logistics section/communication units will be responsible for submitting frequency & tone lists to the NIICD CDO or the Northern Rockies COMC (when activated) prior to the beginning of each shift.*
- *Use only those NIICD frequencies assigned by the incident communications unit leader and/or local frequency management personnel.*
- *Notify the NIICD CDO or Northern Rockies COMC (when activated) and/or supporting zone/unit dispatch center of any problems concerning radio frequency management.*
- *Expedite the return of all cache radio equipment excess to the incident's needs.*

**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.

### **Northern Rockies Supplement**

*For assistance in obtaining the closest available resource contact, the overall program phone number is 661-GET-1ARA. Additional contacts: Jill Webster, [jill.webster@usda.gov](mailto:jill.webster@usda.gov), Office 406-329-3672, Cell 406-361-5380 who will coordinate with the Wildland Fire Air Quality Response Program (WFAQR). If Jill is not available, contact the WFAQR Program lead Pete Lahm, [peter.lahm@usda.gov](mailto:peter.lahm@usda.gov), Office 202-205-1084, Cell 602-432-2614. For further information, visit the Interagency Wildland Fire Air Quality Response Program website.*

### **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

### **INCIDENT MANAGEMENT TEAMS (IMTS)**

Incident Management Teams will be ordered by type using an Overhead Group Request in IROC. The following standards apply to all wildfire incident assignments. Assignments to other incidents, such as all-hazard response, may not adhere to these standards.

### **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. The current rationale form is found at <https://www.nifc.gov/nicc/logistics/reference-documents>.

To manage fatigue, promote mental health and well-being, and provide opportunities for IMT 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. Refer to Chapter 10, CIMT Length of Assignment and Mandatory Unavailability for specific information or to the *NWCG Standards for Interagency Incident Business Management*, PMS 902, <https://www.nwcg.gov/publications/pms902>.

### **Appropriate Use of Interagency IMTs**

Suppression repair work is limited to the repair of resources, land, and facilities that were damaged as a direct result of suppression actions taken on the incident. Only the most critical suppression repair work should be completed during high preparedness levels. During high preparedness levels firefighting resources are scarce and the deployment and work of these resources should be focused on priority, emerging, and expanding incidents of concern that possess critical values at risk. NMAC's intent is to return CIMTs to availability and/or reassign CIMTs once wildfire incidents have stopped expanding, reached high containment levels, shifted primarily to suppression repair work, and/or when the complexity of the incident decreases such that it can be managed by a lower complexity incident management organization. CIMTs should not be used to manage ongoing indirect line construction or other non-suppression work when the need is no longer justified and there is a reduction of fire growth, behavior, and projected spread. Once suppression repair becomes the primary emphasis of work, a CIMT may be reassigned to manage other higher priority incidents. Agency Administrators may consider limiting suppression repair until both fire activity and preparedness levels have decreased. The Emergency Stabilization and Rehabilitation (DOI) or Burned Area Emergency Response (FS) process should be used for tasks like hazard tree abatement within the burned area.

### **Interagency Complex Incident Management Teams (CIMTs)**

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 may 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 CIMT. 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, CIMT Length of Assignment and Mandatory Unavailability for specific information.

### 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.

### CIMT Configuration

CIMTs are expected to be fully rostered when available. CIMTs will be considered unavailable for assignment without a minimum roster of the seven Complex Command and General Staff (C&G) plus 17 discretionary qualified positions, for a total of 24 positions.

All CIMT rosters shall follow the standard CIMT configuration:

- Master roster refers to any team's roster for the calendar year based upon approval by their coordinating group/oversight body. The number of personnel and positions on this roster is approved by the coordinating group/oversight body.
- Mobilization roster refers to any team's roster in IROC which will be used to fill a current request.
  - The minimum required configuration is the seven Complex C&G plus 17 discretionary positions, for a total of 24 positions.
  - See the list of recommended positions at <https://www.nifc.gov/nicc/logistics/overhead>.
  - The maximum roster is 75 personnel unless approved in writing by the host Agency Administrator (AA) and attached in IROC.

Position	Number	Notes
Minimum Required	24	7 Complex C&G+17 discretionary qualified positions
Discretionary	51	May be filled as qualified or trainee at IC discretion
<b>Total</b>	<b>75</b>	<b>CANNOT</b> exceed without documented negotiation

- Roster requests of above 75 personnel must be approved in writing by the host unit AA following roster negotiations through the Pre-Mobilization Incident Management Team (IMT) Call, found at <https://www.nifc.gov/nicc/logistics/reference-documents>.
  - Personnel may work virtually or on-site, as dictated by GA business rules and IC discretion; however, they still count towards the team's total size.

- Supporting personnel and functions are not included in the team's mobilization numbers (i.e., Resource Advisors, Air Resource Advisors, etc.).
- Local unit personnel assigned to work on the incident with the team are not considered team members but additional support.

### CIMT Roster Negotiation

Upon receiving an order, the mobilization roster will be finalized based upon incident complexity. The IC shall negotiate the mobilization roster configuration through communications with the ordering AA. The Pre-Mobilization Incident Management Team (IMT) Call is intended to facilitate this communication and convey initial situation and intent, which should drive roster negotiations and approvals of over 75 personnel. It 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.

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.
  - Continued use of Wildland Fire Decision Support System (WFDSS) is equally important for those agencies who do so, using the Part D output to guide the negotiation.
- Document the agreed upon mobilization roster in the delegation of authority and on the Pre-Mobilization Incident Management Team (IMT) Call, <https://www.nifc.gov/nicc/logistics/reference-documents>. For rosters above 75, the approved document must be attached in IROC. Identify how further scaling will be communicated and accomplished during the team's assignment.
- For all-hazard incidents, ICs will negotiate the roster with the Regional ESF #4 Coordinator. Refer to the section **IMT Assignments to All-Hazard Incidents** for more information.
- 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.
- GA Coordinating/Operations Groups should additionally approve, directly or by proxy/delegation to the GA CIMT Coordinator, the mobilization roster.
- 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 or delegate 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.
  - 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.

Mobilization rosters in IROC will be closed at either 75 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 75 total personnel.

### **CIMT National Rotation Process**

For 2025, all 41 interagency CIMTs are eligible for mobilization through the national rotation. Additional teams (such as state or local teams) may be integrated appropriately by the GA with NMAC coordination. (See section on Surge Capacity IMTs below.)

- GACCs will ensure their respective CIMTs are available for the national rotation and their roster in IROC meets the mobilization configuration standards.
- The national rotation rotates every seven (7) days on Thursday, effective 0001.
  - All GAs will manage their internal rotations to rotate on Thursday also.
- The national rotation will be posted/reallocated by April 1 annually.
- The national rotation will be identified by GA; each GA will determine which teams fills the order based on internal rotations and availability.
  - GAs are expected to effectively manage workload distribution across all CIMTs to mitigate fatigue, to enable team members to meet home unit responsibilities, to provide experience opportunities to all CIMTs, to meet training and workforce succession goals, and to ensure availability of CIMTs nationally when competition exists.
  - To ensure distribution of assignments and days committed to incidents, NMAC strongly encourages GAs consider utilization of the national rotation.
  - Historical data suggests a median of 3 assignments per calendar year per CIMT is an optimal goal for NMAC and GAs to manage towards.
- For the months of January through April and October through December, the national rotation will identify two (2) GAs for a 7-day period.
  - IMT rosters may differ from peak season rosters; ad hoc CIMT rosters are acceptable.

- For the months of May through September, the national rotation will identify a minimum of six (6) GAs for a 7-day period.
  - If necessary, the rotation could restart with the first position within the 7-day period.
- At any time, NMAC may adjust the number of GAs in the national rotation to meet demands.
- Orders will be placed to GAs according to the order of the national rotation. GAs must return a resource order as Unable to Fill (UTF) if no eligible CIMT can meet the date and time needed.
- GAs unable to provide a CIMT when ordered for assignment from the national rotation 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, the GA may maintain their place in the national rotation without penalty and the next available GA will be requested to provide a CIMT.
- 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.
  - CIMTs preposition assignments longer than 7 days will be coordinated with NMAC.
  - Preposition will count as an assignment when the CIMT is assigned 96 hours or longer from the date and time needed.
- Reassignment of a committed CIMT prior to demobilization will be counted as a single assignment.
- The GA will coordinate with the national CIMT Coordinator before reassigning an out-of-area CIMT to another incident.
- Any CIMT mobilized in the previous calendar year whose assignment extends into the next calendar year will not be shown as assigned in the new calendar year.
- If a GA fills a CIMT order but the order is canceled or released within 72 hours, the GA will return to its position on the national rotation for the remainder of its regular rotation period.
- CIMT extensions can be requested by the incident agency through existing approval processes using the appropriate form, <https://www.nifc.gov/nicc/logistics/reference-documents>.
- The CIMT current national rotation 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 CIMT assignments or amend the national rotation as necessary.

### **NICC CIMT Coordinator**

The NICC CIMT Coordinator will manage the national rotation and serve as the NMAC CIMT Coordinator when this NMAC support function is activated. The CIMT Coordinator is responsible for communications with the GAs 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 following standard practices will apply when this role is activated:

- All requests (including extension requests) for CIMTs and NIMOs must be approved by the NMAC. This applies to all assignments, internal and external to the GA.
- Reallocation of assigned CIMTs within the GA will be done in coordination with the NMAC liaison and the NMAC CIMT Coordinator.
- 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 NMAC CIMT Coordinator 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.

### **Surge Capacity IMTs**

For transparency of national capabilities at all Preparedness Levels, each Geographic Area (GA) will identify annually any CIMTs within their area that may mobilize nationally and report it to the national CIMT Coordinator. Any special mobilization needs, such as supplemental positions or supporting equipment, should also be communicated.

Surge IMTs must meet national standards, including mobilization through IROC. Each GA may establish processes by which the teams mobilize within the GA – either through the GA's rotation or in a surge capacity – and through the national process at any time of the year to supplement CIMT capabilities, as either a standing team or an ad hoc organization. This must be clearly written in the GA's mobilization standards and may not conflict with any national rotation business rules. This must also be communicated to the CIMT Coordinator for NMAC awareness annually. While the identified surge teams may include state or local teams, this process does not preclude or supersede the ability for teams and resources to mobilize through compacts, state-to-state mobilizations, or agency-specific agreements, whether they occur through IROC or not.

At Preparedness Level 4, NMAC will request all GAs status surge teams for availability in IROC and communicate this status with the CIMT Coordinator. This includes teams previously identified as standing teams and ad hoc organizations assembled based on extenuating needs. Once statused as available, NMAC has the discretion to prioritize and direct assignment of these teams based upon national priorities.

### **IMT 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.
- An ESF #4 coordinator will be assigned by the regional ESF #4 coordinator as a representative to the IMT.
- IMTs will be given a letter of expectations and an in briefing packet from the ESF #4 representative.
- The NRF establishes the USFS as the primary link between firefighting and IMT resources and the Department of Homeland Security (DHS) and FEMA by appointing the USFS as the Executive Agent for oversight of ESF #4 missions. During disasters and other major emergencies, the USFS coordinates and staffs ESF #4 to represent federal firefighting assistance (including IMTs) to FEMA and other responding agencies.
- 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.

The standards for wildland fire mobilization found herein, to include national rotation process and CIMT configuration, may not apply for all-hazard incident assignments. Rosters will be negotiated appropriately with the ordering authority to be as small as practical for to meet the mission. The Regional ESF #4 Coordinator will participate in the Pre-Mobilization Incident Management Team (IMT) Call, <https://www.nifc.gov/nicc/logistics/reference-documents>, and document the approved roster on the form for attachment in IROC.

Roster configurations for all-hazard incidents will include 8 Command and General Staff positions plus 12 discretionary positions, for a total of 20 personnel including trainees. ICs are strongly encouraged to include either a Communications Unit Leader (COML) or Communications Technician (COMT) and a Basecamp Manager (BCMG) or Staging Area Manager (STAM) in the discretionary positions.

### **CIMT Assignments for Suppression Repair**

Suppression repair work is limited to the repair of resources, land, and facilities that were damaged as a direct result of suppression actions taken on the incident. Only the most critical suppression repair work should be completed during high preparedness levels. During high

preparedness levels firefighting resources are scarce and the deployment and work of these resources should be focused on priority, emerging, and expanding incidents of concern that possess critical values at risk.

NMAC's intent is to return CIMTs to availability and/or reassign CIMTs once wildfire incidents have stopped expanding, reached high containment levels, shifted primarily to suppression repair work, and/or when the complexity of the incident decreases such that it can be managed by a lower complexity incident management organization.

CIMTs should not be used to manage ongoing indirect line construction or other non-suppression work when the need is no longer justified and there is a reduction of fire growth, behavior, and projected spread. Once suppression repair becomes the primary emphasis of work, a CIMT may be reassigned to manage other higher priority incidents.

Agency Administrators may consider limiting suppression repair until both fire activity and preparedness levels have decreased. The Emergency Stabilization and Rehabilitation (DOI) or Burned Area Emergency Response (FS) process should be used for tasks like hazard tree abatement within the burned area.

### **National Incident Management Organization (NIMO)**

There are four (4) National Incident Management Organizations (NIMO). NIMO configuration consists of seven (7) command and general staff positions. Incident Commander Complex (ICCI), Public Information Officer Complex (POIC), Safety Officer Complex (SOFC), Operations Section Chief Complex (OSCC), Planning Section Chief Complex (PSCC), Finance Section Chief Complex (FSCC), and Logistics Section Chief Complex (LSCC). Assignments for NIMO should be designed strategically, as traditional IMT assignments may not be ideal due to the need for additional personnel to support incidents effectively. Appropriate uses for NIMO may include, but are not limited to, Unified Command as a Federal Representative, augmenting Complex Incident Management Teams, Strategic Operational Command over multiple Type 3 organizations, and support for military mobilizations. 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)

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.

If an All Hazard IMT is mobilized specifically to manage a wildland fire, there must be NWCG-qualified personnel in key incident positions that require prerequisite wildland firefighting experience and qualifications. These positions include:

- Incident Commander or Deputy
- Operations Section Chief
- Safety Officer(s)
- Division Supervisors
- All aviation positions (when using aviation resources)
- Communications Unit Leader (when using command repeater systems)

If the team being mobilized does not have NWCG-qualified personnel in these positions (if utilized), the requesting region or unit must ensure these positions are ordered to work jointly with the All-Hazard IMT Command & General Staff.

In addition, some All Hazard IMT’s may not have significant wildland fire experience and/or NWCG qualifications in the Finance, Planning, and Logistics Sections. It is recommended that the Incident Commander and mobilizing Geographic Area identify any additional needs for NWCG qualified personnel (i.e. ORDM, ITSS, GISS, etc.) to be attached to the All-Hazard IMT roster or filled by the host/ordering unit.

### **Type 3 Incident Management Teams**

- The standards for Type 3 IMTs apply to any Type 3 IMT mobilizing across GA boundaries. Internally, a local unit may assign ad hoc Type 3 organizations appropriately configured to the incident.



- Each GA determines their internal rotation and availability periods. Year-round availability of any Type 3 IMT is neither expected nor intended.
- No national rotation will exist for Type 3 IMTs; they will be ordered and filled as needed, following standard ordering processes.
- GAs are encouraged to enact a 7-day unavailability period for standing Type 3 IMTs.
- The minimum roster to mobilize beyond the Type 3 IMT's home GA is the 10 qualified positions as noted below.
- The remaining 25 positions are identified at the full discretion of the IC and may be either qualified or trainee responders. The pre-mobilization calls between the IC and (AA) will assist in right-sizing the roster and configuration needs based on the specific incident.
  - Type 3 IMTs are encouraged to include Medical Unit Leader (MEDL), Communications Technician (COMT), Helibase Manager (HEBM), Geographic Information System Specialist (GISS), and an additional Division/Group Supervisor (DIVS)/Task Force Leader (TFLD) in the organization.
- The maximum mobilization roster size is not to exceed 35 without documentation of approval from the incident AA.
  - **Minimum Qualified Positions Required for Mobilization**
    - Incident Commander Type 3 (ICT3)
    - Safety Officer Type 3 (SOF3)
    - Public Information Officer Type 3 (PIO3)
    - Operations Section Chief Type 3 (OPS3)
    - Division/Group Supervisor (DIVS)
    - Planning Section Chief Type 3 (PSC3)
    - Logistics Section Leader Type 3 (LSC3)
    - Logistics Unit Leader – Discretionary, any Logistics Unit leader
    - Finance/Administration Section Chief Type 3 (FSC3)
    - Finance Unit Leader - Discretionary, any Finance Unit Leader
  - Minimum Personnel
    - 10
  - Additional Discretionary Positions
    - 25
  - Maximum Personnel
    - Not to exceed 35 unless negotiated and documented
- Type 3 IMTs are not expected to staff for completing strategic planning such as the Incident Strategic Alignment Process (ISAP), to branch operations, or to mobilize with Liaison Officers (LOFR). These tasks imply an inherent level of complexity to necessitate management by a CIMT.
- Roster negotiation process:
  - Upon receiving the order, the IC, AA, local fire management officer, and other appropriate entities will review the *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236 and/or Wildland Fire Decision Support System (WFDSS) decision to discuss incident specifics and negotiate roster size and other details as needed.

- Rosters above 35 must be based on RCA/WFDSS, specifically Part D: Functional Complexity, and documented on Pre-Mobilization Incident Management Team (IMT) Call, <https://www.nifc.gov/nicc/logistics/reference-documents>, which should be attached in the IROC.
- Suggested business rules for roster management:
  - GA Coordinating/Operations Groups should additionally approve, directly or by proxy/delegation to the GA CIMT Coordinator, the mobilization roster.
  - Rosters above 35 will not be mobilized without written approval from the incident AA.
  - The minimum IMT roster will be used when an IMT is made available for assignment in IROC.
  - Required positions for mobilization will preferably not be rostered as Fill on Mob.
  - A GA should consider whether a standing Type 3 IMT should be unavailable if the ICT3 or two Command and General Staff (C&G) positions are vacant or designated as Fill on Mob.
  - Personnel may work virtually or on-site, as dictated by GA business rules and IC discretion; however, they still count towards the team's total size.
  - The same mobilization standards will apply to preposition requests.
  - Supporting personnel and functions are not included in the team's mobilization numbers (i.e., drivers, Remote Incident Support Team [RIST], etc.).

Local unit personnel assigned to work on the incident with the team are not considered team members but additional support.

### Northern Rockies Supplement

#### *Northern Rockies Interagency Incident Management Teams (IMTs)*

*The Northern Rockies supports five Complex IMTs and two Type 3 IMTs. General management of teams falls under the Northern Rockies Coordinating Group (NRCG) and NRCG Incident Commander Committee. Teams may present problems, concerns, or other issues to the committee chairperson through the team coordinator or the center manager at NRCC. Reference the Northern Rockies IMT Standard Operating Guide for additional information.*

#### *Northern Rockies IMTs:*

<i>Team Number</i>	<i>Type</i>	<i>Incident Commander</i>
<i>NR Team 1</i>	<i>CIMT</i>	<i>Brent Olson</i>
<i>NR Team 2</i>	<i>CIMT</i>	<i>Scott Schuster</i>
<i>NR Team 3</i>	<i>CIMT</i>	<i>Mike Behrens</i>
<i>NR Team 5</i>	<i>CIMT</i>	<i>Joe Sampson</i>
<i>NR Team 6</i>	<i>CIMT</i>	<i>Rich Cowger</i>
<i>NR Team 8</i>	<i>IMT3</i>	<i>Brad Bergman</i>
<i>NR Team 9</i>	<i>IMT3</i>	<i>Shane Martin</i>

*Northern Rockies Interagency IMTs are mobilized by placing a request through established ordering channels in IROC to the NRCC. Orders for CIMT's and IMT3's will use an Overhead Group Request. Orders for CIMT's will include a summary of the Risk Complexity Assessment (RCA) in the Special Needs provided by the host unit Agency Administrator. Information provided by the RCA is necessary to inform incoming IMT's of overall incident complexity and how to augment roster configuration to match incident needs. All orders will be followed up with a telephone call to NRCC. NRCC will in turn notify the IC, work with the IC/PSC for updated roster members and notify all members' associated dispatch centers once the roster requests are ready to be placed.*

*The travel for the team's parent order should reflect the travel of the IC or Deputy IC.*

*Northern Rockies Area and national IMT rotations are available on the NRCC Overhead website.*

### ***Incident Management Team (IMT) Demobilization***

*Reference the Interagency Standards for Fire and Fire Aviation Operations.*

*The date and time for transition between the current incident management team and their replacement must be approved by the agency administrator or a designated representative. Incoming team members should be assigned and start working with current team members at a predetermined time.*

*The following criteria will be evaluated before releasing a team:*

- *The fire must be controlled or a replacement team or local organization in command.*
- *All line crews that are not needed for patrol and mop-up should be released.*
- *Base fire camps are shut down, reduced, or in the process.*
- *The Planning Section Chief has prepared a narrative fire report and individual fire report as part of final fire package.*
- *The Finance Section Chief should have all known finance problems resolved and has contacted local budget and financial personnel.*
- *Fire rehab work has been completed to fire unit satisfaction.*
- *Overhead ratings are completed and submitted to the hosting agency as part of final fire package.*
- *The return of unneeded cache items is completed, and all other items have been accounted for.*

*Finance and Logistics Section Chiefs may be required to stay longer or return to the local unit to resolve problems. The IMT should have an internal team debriefing session prior to meeting with the agency administrator. Agency administrators and other designated representatives should debrief national teams and prepare an evaluation as soon as possible after release and before departure.*

*Should a team be assigned to an incident and the above, or portions of the above, criteria cannot be met due to emergency conditions or other circumstances, the incident commander*

*and staff will work with members of the hosting agency to provide for an organized and effective transition.*

***Incident Dispatch Responsibilities:***

- *Assist the incident management team in demobilization planning.*
- *Assure that area priorities for release are met.*
- *Keep NRCC (and responsible dispatch centers) informed of demobilization plans, progress, and any changes.*
- *Arrange staging and transportation as necessary.*
- *Arrange to have representatives at departure/arrival points to keep dispatch informed of problems and progress.*
- *Notify NRCC (and responsible dispatch centers) when personnel depart incident for home unit.*
- *If large transports are departing from an airport in your area, have personnel available to weigh and manifest resources two hours before the flight departs.*
- *Overhead releases will be scheduled to meet requirements established by the IMT. Strive to consolidate overhead in groups with common destinations.*

***NRCC Responsibilities:***

- *Set area priorities for demobilization of resources and notify fire units.*
- *Relay demobilization plans to NICC and/or home units.*
- *Keep NICC and/or home units currently informed of the demobilization process.*
- *Arrange for transportation as necessary.*

***Home Unit Dispatch Responsibilities:***

- *Arrange for 24-hour communications, if necessary.*
- *Schedule transportation as required.*
- *Arrange to have representatives at departure/arrival points to keep the dispatcher informed of progress.*
- *Notify NRCC or appropriate dispatch center when personnel traveling by air have not arrived home within 30 minutes of scheduled arrival time.*

## **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.

### **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>

### **Northern Rockies Supplement**

*The Northern Rockies supports one National Buying Team and one Geographic Area Buying Team.*

*A BUYT is ordered by placing an Overhead Group Request via IROC to NRCC for a “Team, Buying”. A BUYT will include a team leader and a sufficient number of team members to support procurement for the incident.*

*The Northern Rockies Buying Team Coordinator will work with Local/Agency Incident Business Specialists along with the National Buying Team Coordinator to help determine an incident’s procurement needs and how to optimally assign a BUYT. Based on overall BUYT availability and the number of active incidents within the NRGAs, it may be most efficient to commit a BUYT to a Geographic Area or Regional Support incident to allow for the ability to support multiple incidents. In this instance, the Northern Rockies BUYT Coordinator will submit a BUYT request directly to NRCC. Notifications of this arrangement will be made to Local IBS and Host Dispatch Centers for their procurement needs and awareness.*

*For procurement assistance at the local unit, the NRCG Business Committee has identified incident business coordinators for each of their respective agencies:*

<i>Agency</i>	<i>Contact</i>	<i>Office Location</i>	<i>Phone number(s)</i>
<i>MT DNRC</i>	<i>Susan Dowler</i>	<i>MT DNRC Forestry Division 655 Timberwolf Pkwy, Ste 1 Kalispell, MT 59901</i>	<i>(406) 751-2245 Cell: (406) 461-9977</i>
<i>IDL</i>	<i>Amber Honsaker</i>	<i>Idaho Department of Lands 3284 W Industrial Loop Coeur d’Alene, ID 83815</i>	<i>(208) 666-8644 Fax: (208) 769-1524 Cell: (208) 416-3791</i>
<i>BIA</i>	<i>Amanda Boatright</i>	<i>BIA Rocky Mountain Region 2021 4th Ave North Billings, MT 59101</i>	<i>(406) 247-7949 Cell: (406) 696-5069</i>
<i>BLM</i>	<i>Brandi Van Kleeck</i>	<i>BLM Montana State Office 1299 Rimtop Drive Billings, MT 59105 Mailing: 400 West F Street Shoshone, ID 83352</i>	<i>Cell: (208) 308-1050</i>
<i>NPS</i>	<i>Nikita Exterovich</i>	<i>NPS IMR Northern Rockies Zone PO Box 168 YNP, WY 82190</i>	<i>(307) 344-2196 Cell: (307) 250-8192</i>

<i>USFS</i>	<i>Melissa Swain</i> <i>Heather Good</i>	<i>USFS Northern Region</i> <i>26 Fort Missoula Road</i> <i>Missoula, MT 59804</i>	<i>(541) 786-1275</i> <i>(986) 200-9323</i>
<i>USFWS</i>	<i>Brooke Malcolm</i>	<i>DFC</i> <i>PO Box 25486</i> <i>Lakewood, CO 80225</i>	<i>Cell: (303) 386-5152</i>

## 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](mailto:julie_bennett@nps.gov)  
Stephanie Auten (806) 275-0538 [stephanie\\_auten@nps.gov](mailto: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 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>.

### **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	<a href="mailto:lou_ballard@fws.gov">lou_ballard@fws.gov</a>
NPS	Jennifer Gibson	(458) 231-4342	<a href="mailto:jennifer_gibson@npd.gov">jennifer_gibson@npd.gov</a>
BIA	Cameron Paulk	(406) 672-0112	<a href="mailto:cameron.paulk@bia.gov">cameron.paulk@bia.gov</a>
BLM	Jake Ferguson	(208) 373-4084	<a href="mailto:jferguson@blm.gov">jferguson@blm.gov</a>

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

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

### 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

### Northern Rockies Supplement

#### *Critical Incident Stress Management Teams (CISM) – Peer Support*

*A critical incident is an event unusually stressful to an individual which may cause either an immediate or delayed emotional reaction that surpasses the individual's available coping mechanisms.*

*CISM teams may be ordered through normal dispatch channels for fire incidents involving any of the Northern Rockies wildland fire agencies. Contact respective agency officials for assignment procedures to be used during non-fire incidents.*

*Critical Incidents that may signal the need for critical incident stress debriefing include:*

*Single incident stress events, such as:*

- *Line of Duty death of a co-worker*
- *Personal traumatic injury or near miss*
- *Family member severe illness or death*
- *Aviation accident*
- *Shelter deployment*
- *Motor vehicle accident*
- *Disaster recovery work*
- *Co-worker critical injury or death*
- *Incidents perceived as threatening (both physically and psychologically)*
- *Suicide (Fire & Non-Fire)*

*Cumulative stress events, such as:*

- *Scenes of destruction - immersion in disaster*

- *Concerns of evacuees*
- *Exposure to environmental hazards and disease*
- *Safety compromised in initial chaos*
- *Lack of resources, changes in assignment*

### *When a Critical Incident Occurs*

*CISM teams may be ordered through NRCC using established ordering channels in IROC using an Overhead Group Request, Team, Critical Incident Stress. A team will normally consist of one to four individuals including a contractor provided clinician and two to three agency-provided peer group members. Designation of an agency liaison from the requesting unit may also be required.*

*The on-duty NRCC coordinator is authorized to dispatch CISM teams within the NRG. The following procedures will be completed when the resource request is in support of wildland fire operations or another emergency incident in which the response is provided through the dispatch centers:*

*The on-duty NRCC coordinator will contact the peer team coordinator (listed in table below) who will confirm the name and phone number of the peer team leader. This information will be added to the documentation section of the resource order for the CISM team.*

<i>Peer Team Coordinator</i>	<i>Office Phone</i>	<i>Cell Phone</i>
<i>Tony Maillet</i>	<i>406-821-2155</i>	<i>406-370-6080</i>
<i>Dan Cottrell</i>		<i>847-217-6692</i>
<i>Jennifer Woods</i>	<i>406-791-7765</i>	<i>406-799-6567</i>

- *The on-duty NRCC coordinator will inform the peer team coordinator of the contact on the incident or fire, which should be on the resource order from the IMT or local dispatch center.*
- *The peer team coordinator will call one of the EAP Clinicians on the peer team list directly, to see if that clinician is available for an assignment.*
- *Peer team coordinator will contact the EAP with a direct request for the CISM peer team clinician. EAP Contact - 24/7 EAP Contact (800) 869-0276.*
- *Peer team coordinator will contact the NRCC with peer team member names for the assignment.*
- *The on-duty NRCC coordinator or desk dispatcher will fill the IROC order for the CISM team with the clinician and peer team members as rostered subordinate requests. NRCC will fill the request for the clinician with the fill by agreement feature of IROC. Individual subordinate requests for peer team members will be placed to the individual's current dispatch center. An electronic copy of the filled CISM team resource order (recommend PDF file format) will be emailed to the peer team coordinator (contact team coordinator taking the request for email address).*

*Note: If a request is received for a CISM team in support of an USFS non-wildfire event, contact the peer team coordinator.*

*For non-wildfire events for other agencies, contact your respective agency officials for agency protocol.*

*Other items to consider when mobilizing a Critical Incident Stress Management Peer Team*

- *Work with the ordering dispatch center to request the CISM team as soon as the need is recognized. In most cases it is desirable to debrief the affected crew within 72 hours after the incident. Specific arrangements regarding timing of the debriefing will be discussed with peer team coordinator.*
- *Assess who may need debriefing (i.e. fire responders, fellow workers, others attached to the critical incident, IMTs, etc.). You may wish to discuss additional debriefing needs with the CISM team when they arrive.*
- *When a critical incident occurs, there is often an impact on the Incident Management Team and dispatch. They may also need to be debriefed by the CISM team. The IMT's Human Resource Specialist (HRSP) will act as the liaison for the IC in requesting CISM resources and coordinating all CISM needs for the incident.*
- *Keep crew and others informed of the general status of the injured. If there is no information, tell them that.*
- *The CISM team should, whenever possible, precede the investigation team.*
- *The CISM team should be consulted prior to returning the crew involved in the critical incident to work or releasing them to their home units.*
- *Follow-up debriefing(s) may be required once crews or individuals return to home units.*

### *Specialized Personnel*

#### *Fallers and Faller Modules*

##### *Agency Fallers and Faller Modules*

*Agency sawyers are ordered as "O" requests (FAL2, FAL1) Intermediate or Advanced. If a swamper is needed, order an "O" request for a firefighter with a minimum Basic faller endorsement (FAL3).*

*Agency Faller Modules are ordered as a single Overhead Request; Module, Faller (module of 2 fallers) and each faller must be qualified as an Advanced Faller (FAL1). An order for a swamper may be filled by an individual with a minimum qualification as an Intermediate Faller (FAL2); however, the lead sawyer must be a fully qualified Advanced Faller (FAL1). All individuals must be fully qualified as firefighters with an arduous fitness rating.*

##### *Competed Agreement Fallers and Faller Modules*

*Competed agreement fallers and faller modules are available in the Northern Rockies and are ordered as Overhead Group Requests; Faller, Single or Module. Modules should be ordered without configuration. Dispatch of the modules and fallers will follow the dispatch priority list (DPL) order. The configurations available to order are:*

- *Professional Single Faller*



- *Professional Faller Module (2 fallers)*

*All competitive fallers and faller modules will come with necessary equipment including PPE, two chainsaws per faller, and a 4WD-capable vehicle. For more information, reference the Northern Rockies Faller Module Solicitation.*

### ***Fireline Explosives and Hazard Tree Blasting***

*Fireline Explosives and Blasters with fire qualifications are available throughout the Northern Region of the Forest Service. Zone dispatch centers should use IROC to determine the closest resources and product availability. Explosives may be ordered with a qualified blasting team for fireline with a minimum of one certified blaster (FLEB) and one crewmember (FLEC). For hazard tree mitigation one certified blaster is required. Fireline blasters are to be red carded FLEB or FLEC. Hazard tree blasters can be ordered as a FLEB or THSP. Those that are not red carded can blast hazard trees on wildland incidents provided they have an escort on the line.*

*Orders for Fireline Explosives and Blasters will be placed through normal dispatch channels attached to overhead. Placing "With Product," in special remarks can expedite acquiring explosives. Place an overhead order for the blasting team members.*

- *As a minimum, 1 FLEB and 1 FLEC (Fireline)*
- *1 Certified Blaster (Hazard Tree)*
- *Coordinate with Lead Blaster on type, quantity, and location of product. \*\**

*It is recommended to order more than the minimum personnel for guarding and other procedural purposes although local resources or fire personnel can be utilized at the discretion of overhead and the blaster in charge.*

*The following product is approved for fireline construction.*

- *Detagel Continuous Presplit, (watergel) 1¼ inch. Almost no one makes Detagel anymore, but some caches still have some supply. Lead Blasters listed below would just need to check what's available.*

### ***Transportation Requirements***

- *Ground Transportation: Any personnel transporting explosives must have a commercial driver's license with hazard materials endorsement and follow proper DOT regulations. Only two people including the driver may ride in the vehicle hauling explosives.*
- *Air Transportation: Explosives may be transported by both fixed wing and rotor wing aircraft. This is at the pilot's discretion and airport authorities must give prior approval for takeoff and landing of transport aircraft. Reference NWCG Standards for Aviation Transport of Hazardous Materials, PMS 513.*

***Note: Explosives can only be delivered to a person with Blaster Trainee or high certification.***

*\*\*Lead Blasters can help in locating qualified personnel and assist in helping locate product. They can also assist in logistics and transport if needed.*

<b><i>Lead Blasters</i></b>	<b><i>Primary Contact #</i></b>
<i>Isaac Karuzas</i>	<i>406-570-8606</i>
<i>Jacob Quinn</i>	<i>530-913-0188</i>

***National Federation of Federal Employees (NFFE) Union Representative – FS Incidents***

Union Officials are to be notified when there are 300 or more Forest Service personnel at an incident. Notify Terri Anderson NFFE Forest Service Council Vice-President for the Northern Region at cell number 406-381-8189 (primary) or office number 406-363-7112 (secondary).

***Northern Rockies Human Resource Specialist (HRSP)***

An HRSP must be established on fires when 300 or more people are assigned to the incident. For incidents with less than 300, Incident Commanders should examine the situation to determine if a Human Resource Specialist is warranted. The role of the HRSP is to provide a point of contact for incident personnel to discuss civil rights and human resource concerns and to advise and assist incident management on proper actions to take to handle inappropriate acts or conditions. ***A trainee HRSP will not be dispatched without a fully qualified HRSP at or en route to the incident.***

Order in IROC as an O# HRSP. Fill with a locally available resource. If none are available locally, or from your center's neighbors, place the request to NRCC. NRCC will place requests using closest available forces from the approved HRSP list provided by the NRCG HRSP coordinator. The Northern Rockies Human Resource Specialist Coordinator is currently vacant. During the core fire season, June 1 through October 1, the HRSP coordinator distributes a priority list to all Northern Rockies dispatch centers listing qualified HRSPs and HRSP trainees along with phone numbers and unit IDs.

***Northern Rockies Incident Medical Specialist Personnel***

Northern Rockies IMS personnel can be dispatched within the Northern Rockies geographic area only, with the exceptions of Region 6 (the Northwest geographic area) and Region 10 (Alaska). These exceptions are allowed under a MOU between the geographic areas.

IMS personnel are dispatched as single resources:

- IMSM – Manager
- IMSA – Assistant Manager
- IMST – Technician

***Note: All Northern Rockies Incident Management Teams have an IMSM (who may also be a MEDL) attached to the team.*** Each IMT may have pre-orders established for IMS members and supplies or the orders may be placed from the incident by the MEDL or IMSM. For Type III incidents, orders will be based on need and supplies ordered accordingly.

Resource requests for IMS positions are filled first using closest forces within a dispatch zone, then by placing a resource request via the neighborhood and lastly by placing the request to NRCC. NRCC will place requests to non-neighborhood dispatch zones within the NRGAs or, if necessary, to NICC for other out of region IMS personnel.

Name requests for IMS personnel should be accepted to meet training and experience requirements and to accomplish other objectives established by the IMS program. Name requests must include a brief statement in the special needs block describing the need for the individual specified.

*Note: Personnel red carded with only EMTB/EMTF (Basic), AEMT/AEMF (Advanced), Paramedic/EMPF or MEDL (Medical Unit Leader) are NOT interchangeable with the IMS positions. When ordering IMS resources specifically with the fireline (Arduous) qualification, they will be ordered as EMTF with IMS level in special needs (Example: order EMTF with IMST (IMSA) required in special needs).*

*Note: The 500 Person First Aid Station Kit (NFES 81835) should be ordered with Northern Rockies IMS personnel. It is configured to provide a pre-determined set of first aid supplies and is stocked with over-the-counter medications for incidents. The NFES 81835 also has costly components which require specific skills in their use.*

### ***National Contract Fireline qualified AEMF/EMPF/EMTF***

*For 2025, AEMF/EMPF/EMTF will be on a national contract and are ordered as “O” requests without configuration. Dispatch of the resources will follow the dispatch priority list (DPL) order. These resources will no longer be “Montana Only” or “Idaho Only” and can be mobilized nationally as long as they are licensed in the state the incident is located or are able to obtain reciprocity in that state prior to mobilization.*

- 1 Host Center in MT: MT-NRC
- Order as:
  - AEMF – Advanced Emergency Technician, Fireline
  - EMPF – Paramedic, Fireline
  - EMTF – Emergency Medical Technician, Fireline

*Qualified resources will come with all necessary equipment including PPE, and an off-road capable vehicle that has high clearance and is 4-wheel drive. Vehicle is utilized for transport to and from the fireline, not for patient transport. For more information, reference the Northern Rockies Solicitation.*

### ***Suppression Modules***

*The Northern Rockies discourages breaking up organized crews into small groups for suppression use. However, Type 2IA crews can be ordered and are structured to be broken into squads for initial attack. If Type 2IA crews are not available, suppression modules may also be ordered for this purpose.*

*Suppression modules will be ordered as an Overhead Group Request; Module, Suppression. The minimum standards for a Suppression Module, reference the Interagency Standards for Fire and Fire Aviation Operations 2025.*

*In some cases, it may be appropriate to send an engine with the suppression module. Local procedures may require that local sources of engines be exhausted before moving engines across zone or GAC boundaries. Check with the requesting dispatch before dispatching an engine with the suppression module.*

***WFDSS Support Resources***

*For support needs that cannot be met at the local level, the first point of contact is their Agency Point of Contact (POC) listed below. For federal agencies, if an agency POC is not available, contact one of the other listed federal POCs. If field users cannot reach any POC, they can contact the Wildland Fire Management Research, Development, & Application (WFM RD&A) group, part of the National Fire Decision Support Center (NFDSC), which has also been established for WFDSS support. All requests for assistance should be made to a NRGAs agency POC before contacting the NFDSC.*

***Ordering Process***

*Order WFDSS support as a “THSP” overhead position with the inclusion of host agency only; document in Special Needs “for local agency WFDSS support”.*

*WFDSS needs that can be supported include software assistance, decision documentation, fire behavior analysis, and role/privilege/ownership assignments. During incidents, other Agency POCs can assign roles.*

*At Geographic Area Preparedness Levels 4 and 5, the Agency POCs will coordinate workload, i.e., prioritize the assignment of Analyst-assisted Fire Behavior runs (GA Editors will have lists of Fire Behavior Specialists) and assist any Geographic Area MAC Group to summarize and display decision support products. (See Table below).*

*Please note: An (\*) by the individuals name in the table indicates that person has a Geographic Editor Role in WFDSS (for assigning roles, privileges, & ownership).*

<i><b>AGENCY</b></i>	<i><b>NAME</b></i>	<i><b>EMAIL ADDRESS</b></i>	<i><b>OFFICE PHONE</b></i>	<i><b>CELL PHONE</b></i>
<i>BIA</i>	<i>Bryce Rogers</i>	<i>bryce.rogers@bia.gov</i>	<i>406-247-7949</i>	<i>406-696-5055</i>
<i>BIA</i>	<i>Reeve Armstrong*</i>	<i>reeve.armstrong@bia.gov</i>		<i>303-913-9705</i>
<i>BLM</i>	<i>Karly DeMars*</i>	<i>kdemars@blm.gov</i>	<i>406-896-2935</i>	<i>406-366-2434</i>
<i>FWS</i>	<i>Tate Fischer*</i>	<i>tate_fischer@fws.gov</i>	<i>303-236-8124</i>	<i>720-635-1977</i>
<i>IDL</i>	<i>Scott Hayes*</i>	<i>shayes@idl.idaho.gov</i>	<i>208-666-8647</i>	<i>507-459-2227</i>
<i>IDL</i>	<i>Andrew Mock</i>	<i>amock@idl.idaho.gov</i>	<i>208-666-8630</i>	
<i>MTDNRC</i>	<i>Don Copple</i>	<i>dcopple@mt.gov</i>	<i>406-925-7081</i>	<i>406-865-0556</i>
<i>ND FS</i>	<i>Ryan Melin*</i>	<i>ryan.melin@ndsu.edu</i>	<i>701-328-9985</i>	<i>701-516-7289</i>
<i>NPS</i>	<i>Diane Abendroth*</i>	<i>diane_abendroth@nps.gov</i>	<i>307-690-7759</i>	
<i>USFS</i>	<i>Jonathan Olsen*</i>	<i>jonathan.olsen@usda.gov</i>		<i>406-868-7926</i>