

BRITISH COLUMBIA & NW UNITED STATES WILDFIRE RESPONSE BORDER ARRANGEMENT

Operating Guideline 2020



Partnering With



Canada Border
Services Agency



U.S. Customs and
Border Protection

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I. PURPOSE

The purpose of this Operating Guideline is to provide the framework under which wildfire management activities, identification, initial response, mutual aid and planning allows for cooperative pre suppression and wildfire protection along the United States and British Columbia International Border.

This is under the authorization from the British Columbia & NW United States Wildfire Response Border Arrangement (herein after referred to as the Arrangement).

The safety of responders and the general public remains the highest priority on all fires.

This guideline outlines cooperative fire efforts between the following agencies:

Province of British Columbia: Ministry of Forests Land & Natural Resource Operations and Rural Development

Provincial Wildfire Coordination Centre

Regional: Coastal Fire Centre / Kamloops Fire Centre / Southeast Fire Centre/ Northwest Fire Centre

US Forest Service: Alaska, Pacific Northwest and Northern Regions

Chugach National Forest / Tongass National Forest / Colville National Forest / Mt. Baker Snoqualmie National Forest / Idaho Panhandle National Forest / Flathead National Forest / Okanogan-Wenatchee National Forest / Kootenai National Forest

National Park Service: Alaska, Pacific West and Intermountain Regions

North Cascades National Park Complex / Glacier National Park / Klondike Gold Rush NHP / Glacier Bay National Park / Wrangell-St. Elias National Park

Bureau of Land Management: Oregon/Washington and Idaho State Offices

Spokane District/ Coeur d'Alene District

States Washington Department of Natural Resources / Idaho Department of Lands

II. SCOPE

This Operating Guideline pertains to all wildfires that pose a threat to values along the International Border involving British Columbia and the Northwest United States agencies. Fires that are not threatening values along the International Border or require extended action will utilize the Canada/United State Reciprocal Forest Fire Fighting Arrangement or the Northwest Wildland Fire Protection Agreement (NW Compact).

States that are participants under the Northwest Wildland Fire Protection Agreement (commonly known as the North West Compact) (Washington and Idaho) can participate under this Operating Guideline for fires that pose a threat to the International Border along British Columbia and the Northwest United State.

III. AUTHORITY

The British Columbia & NW United States Wildfire Response Border Arrangement, originally in May of 2014, then renewed May 2019, signed by the agencies provides for this Operating Guideline under Section III.

IV. TERMINOLOGY & COMMAND SYSTEM

To establish a "common" understanding, words and phrases as used herein are defined in a Glossary attached as *Appendix A-1 through A-4 which includes organizational structures and crew typing.*

The Agencies recognize and accept different on-site language and command structures of each agency. Resources may be defined and/or configured differently by each agency. These differences should be discussed at the local meetings for clarification and understanding.

It is anticipated that when the Agencies work mutually on a wildfire, a command structure will be maintained within a spirit of the "Incident Command System" through the duration of the event.

V. OPERATING PROCEDURES

A. Initial Response

1. Per the provisions of the Arrangement, all Agencies will follow their dispatch procedures and notification processes during the identification of fires in the Threat Zone.
2. Any Agency discovering a fire within the Threat Zone shall contact the appropriate Coordination Centres or Dispatch Centers to ensure a fire assessment is conducted and work jointly with the Jurisdictional Agency to facilitate the best possible response and avoid unnecessary delays. *See Appendix C: "Cross Border Initial Attack Checklist and contact sheet"*
 - a. Notification and contact information to the appropriate Coordination Centres or Dispatch Centers. *See Appendix B1-2: Authorized Representatives and Coordination/Dispatch Centres*
 - b. Aircraft - Initial fire assessment and identification during fixed wing or rotor wing flights must be coordinated through "*Appendix D: Procedures for Crossing International Border Aircraft*", Section D.
 - c. Crossing between Ports of Entry - US or BC agencies entering through an uncontrolled access point for initial fire assessment and identification must follow procedures in "*Appendix D: Procedures for Crossing International Border*".
 - d. Port of Entry – Responding to initial attack wildfires using a Port of Entry, contact the closest Port of Entry and follow procedures in "*Appendix D: Procedures for Crossing International Border*" "*See Appendix B-3: "Canada and United States Border Services Contacts"*
3. The Discovering Agency and Jurisdictional Agency will determine the best possible response action to take on the wildfire based on the values at risk, access, location and available resources through the appropriate Coordination/Dispatch Centres.

This may include:

- a. Initial Attack
 - b. Mutual Planning
 - c. Mutual Aid
4. Agencies agree that fires immediately threatening neighboring jurisdictions may be directly actioned within the Threat Zone by the Discovering Agency to protect their land and fire management areas and the identified values at risk. During initial attack or the first 48 hour (or as negotiated), every attempt should be made by the Jurisdictional Agency to relieve the Discovering Agency as soon as feasible. *See Appendix B-1 & 2: Authorized Representatives and Coordination/Dispatch Centres; Appendix C: "Cross Border Initial Attack Checklist and Quick Contact", and Appendix G: "Example for Negotiated Extended Fires"*.
 5. Jurisdictional Agencies that have identified fires not immediately threatening adjacent jurisdictions will contact the neighboring agency and provide updates on the location and fire growth modeling. *See Appendix F: Special Management Considerations*

Must Consider:

- a. Inviting an Agency Representative from the neighbouring jurisdiction to participate in planning meetings.
- b. Establishing personnel contact through local offices or Incident Management Teams
- c. Developing and sharing maps, photos, perimeters, and trigger points

B. Resources

1. Personnel

- a) Personnel assigned to the incident will receive a briefing prior to fireline deployments and where applicable, should be debriefed prior to demobilization.
- b) Each Agency will be responsible for their own insurance, medical and liability costs of the personnel responding.
- c) When appropriate, supporting agencies may provide an on-site representative at their own expense when resources are deployed.
- d) The Jurisdictional Agencies will apply local procedures for all medical evacuations, ground or air ambulance, of injured personnel regardless of which jurisdiction. An exception may occur when both Agencies communications between their respective Coordination/Dispatch Centers determine the most appropriated course of action deemed necessary.
- e) Any accident or serious incident involving personnel on assignment must be immediately reported to their home location or Authorized Representative. The agencies involved may conduct a joint investigation at their own expense.

2. Aircraft

- a) Use of aircraft will be in accordance with local Operating Guidelines.
- b) Aircraft arriving to perform reconnaissance, retardant or suppressant delivery or transporting personnel must adhere to the information identified in *“Appendix D: Procedures for Crossing International Border”*, Section D.

*When performing cross border aerial operations, will contact the appropriate Dispatch Center prior to commencing the operation

*Each Agency will be responsible for their own aircraft costs that occur during the initial response.

3. Equipment

Each Agency will be responsible for their equipment costs and any damages that occur during the response.

For International Border Crossing with Equipment follow procedures identified in *“Appendix D: Procedures for Crossing International Border”*, Section C.

C. Communications

Agencies may use their Initial Attack and Aviation frequencies for emergency actions to insure responder safety.

NAVCANADA has established 126.7 as the Air to Air frequency to be monitored. Recommend that this frequency is monitored by all flights on each side of the International Border for safety reasons and used to “call in the blind” when operating within the Threat Zone.

BC initial ground communications will be identified on simplex channel (frequency 163.890 BC Silver). Once initial contact has been established, resources will use this or determine a tactical frequency for the duration of the incident and work within an Incident Command Structure. US Agencies may program this frequency for initial contact.

D. Border Crossings

Border crossings will be in accordance with the procedures established in *Appendix D: Procedures for Crossing International Border*.

E. Special Management Considerations

To the extent possible the Supporting Agency taking action on a fire will consider special land and fire management considerations of the Jurisdictional Agency. See *Appendix F: Special Management Considerations*

F. Debriefings and Evaluations

A joint After-Action Review (AAR) will be conducted by the Jurisdictional Agency and the Supporting Agency. Proceedings will be forwarded to the coordinated committee and steering team to be reviewed annually. The Coordinating Committee and Steering Team will identify any issues or changes required in the Operating Guideline.

G. Incident Information Sharing

Information regarding incident activity, fire behaviour, resources or tactics is the responsibility of the Jurisdictional Agency. Agencies within this Operating Guideline are free to discuss their agencies' response, and to disperse approved or published Jurisdictional Agency key messaging. Supporting Agencies will identify them as such, identify the Jurisdictional Agency to the media and provide contact information, if available. Agencies on both sides of the border will share safety concerns with partner agencies using reports from investigations, learning analysis, rapid lessons learned, 24-hour reports, etc. that are specific to cross border incidents.

VI. WORKING GROUPS

The following working groups have been identified:

Coordinating Committee:

Responsible for establishing and maintaining the Arrangement, developing the Operating Guideline, ensuring implementation follows the terms agreed to, and resolving issues that may arise.

Participants:

US: Fire Managers, operational responders, dispatchers, Steering Team members, Customs and Border Patrol Coordinator, identified technical specialists, Aviation Specialists (management, helicopter, and fixed wing), Air Attack Officer Representative

BC: Manager of Wildfire Operations, Superintendent of Preparedness & Operations, Superintendent Aviation Management, Superintendent Provincial Airtanker Program, Senior Wildfire Officers (Operations) (or designees), Steering Team members and Canada Border Services Agency Emergency Coordinator

Meeting Schedule: Every two years

May 2019, USFS, Montana – Glacier NP Host, Whitefish MT: Provided a forum to share what is new, share techniques/skills, and keep new players current, and reviewing local agency's best practices for consistent application. Also, to understand the new Arrangement and finalized the current Operating Guidelines. 2020 will be a conference call to coordinate the 2020 Operating Plan.

April or May 2021, BC Wildfire Service, PWCC to host: Provide a forum to share what is new, share techniques/skills, and keep new players current, and reviewing local agency's best practices for consistent application. -BC to host F2F pending COVID-19 impacts.

Local Border Agencies:

This includes all Agencies along the International Border that would be involved with a wildfire response that threatens the border. Responsible for understanding the Operating Guideline procedures, providing annual updates to local contact information, engaging in mutual planning and cross-training as appropriate.

Best Practices: Identify for local meetings and sharing.

Participants: Senior Wildfire Officers (Operations) (or designees), local fire managers/officer, operational responders, dispatchers, Port Superintendents/Chiefs, Border Patrol, and RCMP

Meeting Schedule: Annually before May 15.

Steering Team:

Provides support to the Coordinating Committee in terms of updating the Arrangement and Operating Guideline and facilitates getting the information to the Local Border Agencies.

2020 Goals: Continue to Implement newly signed Arrangement of 2019

- Understand the implications of COVID-19 with partner agencies (both wildfire and border authorities).
- Share Wildfire Response Plans regarding COVID-19 mitigations.
- Maintain safe and positive working relationship with virtual pre-season meetings (Provide local template).
- Work with the Border Services Agencies on changes as they occur with COVID-19.
- Initiate developing agendas for local face to face meetings, including Dispatch Centres for 2021.
- Host an After-Action Review (AAR) of the 2020 fire season.
- State agencies following up with clause in NW Compact.

Participants: Selected members representing all Agencies who are participating in the Arrangement and will coordinate with Technical Specialists as needed.

Schedule: Meets as needed to accomplish tasks that have been established by the Coordinating Committee.

Aviation Sub Group:

Provides technical support regarding aviation operations to the Steering Team and provide information for the Arrangement and Operating Guideline.

2020 Goals: Re-confirming contact frequencies and processes while engaged in cross border flights.

Transfer knowledge and experience in working with the Arrangement to the new members of this sub group.

Participants: Selected members representing all Agencies who are participating in the Arrangement and will coordinate with other Technical Specialists as needed.

Schedule: Meets as needed to accomplish tasks that have been established by the Steering Team.

VII. REVIEW

This Operating Guideline shall be reviewed annually and updated as appropriate. Each Agency will be responsible for providing the names and phone numbers of the Authorized Representative and Coordination/Dispatch Centres by May 15th of each year. For questions regarding this Operating Guideline and for providing updated information, contact a Steering Team Representative listed below:

NAME	ORGANIZATION	CONTACT NUMBER	EMAIL ADDRESS
	USA		
Rita Chandler	USFS Region 1	406-329-3409	rita.chandler@usda.gov
Matt Butler	Idaho Panhandle National Forest	208-290-4668	matthew.butler@usda.gov
Jeremy Harker	Glacier National Park	406-888-5803	jeremy_harker@nps.gov
Scott Ebel	North Cascades National Park	360-391-1882	scott_ebel@nps.gov
Scott Smith	Colville National Forest (WA)	509-684-7223	Scott.s.smith@usda.gov
Beau Dobberstein	USFS Region 1, Aviation	406-329-4984	beau.dobberstein@usda.gov
Russ Lane	Asst. WF Div. Mgr., Ops & Aviation Washington DNR	360-902-1308 360-480-9657 ©	russ.lane@dnr.wa.gov
Josh Harvey	Idaho Department of Lands	208 666 8650 208 568 0441 ©	jharvey@idl.idaho.gov
	BRITISH COLUMBIA		
Dennis Rexin	Southeast Fire Centre	250-365-4049	dennis.rexin@gov.bc.ca
Brad Litke	Kamloops Fire Centre	250-319-3909	brad.litke@gov.bc.ca
Jordan Struthers	Coastal Fire Centre Cultus Fire Base	778-704-7204 604-869-1784 ©	jordan.struthers@gov.bc.ca
Derek Williams	Provincial Wildfire Coordination Centre – Operations /A	250-312-3004	derek.williams@gov.bc.ca
Leanne Ingham	Provincial Wildfire Coordination Centre – Aviation	250-312-3008	leanne.ingham@gov.bc.ca
Eric Antifaeff	Provincial Wildfire Coordination Centre – Air Tanker Centre /A	250-312-3007	eric.antifaeff@gov.bc.ca
	BORDER AGENCIES		
Anita Barr	Canada Border Services Agency	604-834-4711©	Anita.Barr@cbsa-asf.gc.ca
Mark W. Hanson	US Customs & Border Protection	406-791-6116 406-564-0946 ©	Mark.W.Hanson@cbp.dhs.gov

Should questions or issues regarding the implementation of the Operating Guideline arise during the fire season (June 01st to Sept 30th) contact:

Director Operations – Cliff Chapman

British Columbia Ministry of Forests, Land and Natural Resource Operations and Rural Development
1-250-312-3000 cell: 250-318-9596

Rita Chandler, Assistant Director Cooperative Fire, All-Hazard and Fire Prevention Management

USDA Forest Service, Region 1, Northern Rockies
1-406-329-3409 cell: 406-370-0000 rita.chandler@usda.gov

APPENDIX A-1

Glossary

Agencies	Agencies signatory to this Arrangement
Agency Representative	An individual assigned to an incident from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agency's participation at the incident.
Air Ambulance	Licensed emergency medical services air ambulance. Used for direct scene response.
Authorized Representative	Authorized to act in their respective areas for matters related to this Arrangement. Such as a Duty Officer (US) or Regional Wildfire Coordination Officer (Can)
Discovering Agency	Agency that discovers a wildfire regardless of jurisdiction
Extended Attack	Any fire activity that goes beyond Initial Attack.
Incident Command System	A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries.
Initial Attack	The action taken to halt the spread or potential spread of a fire by the first fire fighting force to arrive at the fire.
Jurisdictional Agency	Agencies with jurisdictional responsibility and receives assistance from another agency.
Mutual Aid	Agencies assisting each other during the initial response and identification of wildfires along the International Border.
Supporting Agency	Agency providing suppression or management support and lends resources at the request of another agency.
Threat Zone	Area in which a wildfire poses a threat to the International Border or adjacent values.

APPENDIX A-2
Crew Typing
Pg. 1 of 3

British Columbia:

This table outlines certification, qualification and standards for various crew types that respond to incidents for the BCWS. Information is gathered from BCWS policies and procedures, CIFFC standard for crew types available for export throughout Canada and from Standing Offer for contract Crew Services for the BCWS.

Topic	Type 1	Type 2	Type 3
Utilization	Type 1 wildfire crews are highly trained and skilled and are usually unionized employees of a government agency, such as the BC Wildfire Service, or another formally recognized jurisdiction. Meant for Initial Attack and Sustained Action crews for all types of wildfire. Meet all the requirements of the Interagency Exchange Standards. May be deployed out-of-country.	A Type 2 wildfire crew is intended for, but not limited to, utilization on low to moderate complexity sustained action operations and meet all the requirements of the CIFFC Interagency Exchange Standards.	A Type 3 wildfire crew is intended for, but not limited to, utilization on low to moderate complexity sustained action operations in support of BCWS crews and personnel.
Scope of work	<ul style="list-style-type: none"> • Authorities under Wildfire Act and Regulations • Some expense authority • Incident Command • Air Tanker and Resource Requests • Initial Fire Reports • Basic Fire Investigations • Final Fire Report • Hover exit • Fuel free construction • Hand guard construction • Suppression system layout • Conducting planned ignitions • Heavy Equipment supervision • Mop-up • Patrol • Demobilisation • Danger Tree Assessments and Falling • Contractor evaluations and potentially on-site inspections 	<ul style="list-style-type: none"> • Fuel free construction • Hand guard construction • Suppression system layout • Potentially conducting planned ignitions • Working with Heavy Equipment • Mop-up • Patrol • Demobilisation • Danger Tree Assessments and Falling 	<ul style="list-style-type: none"> • Fuel free construction • Hand guard construction • Suppression system layout • Potentially conducting planned ignitions, under Ministry supervision and direction • Working with Heavy Equipment • Mop-up • Patrol • Demobilisation • Danger Tree Assessments • Tree Falling, if a Faller is supplied
Nationally Exportable	Yes	Yes	No

Topic	Type 1	Type 2	Type 3
Fit Tested	Yes, WFX-FIT to CIFFC Type 1 standard of 14:30 and appraised by BCWS staff	Yes, WFX-FIT to CIFFC Type 2 standard of 17:45 and appraised by BCWS staff	Yes, moderate pack test standard of 30:00, not recognized by CIFFC, Vendor appraises test
Minimum Proponent Experience	N/A	60 months from 5 out of the last 6 fire seasons as a Fire Crew Services or Structure Protection Vendor in BC	None
Minimum Crew Member Experience	New Recruit Bootcamp	35 days as a Firefighter in the last 4 fire seasons	5 fireline days
Minimum Crew Leader Experience	New Crew Leader Camp	<ul style="list-style-type: none"> 75 fireline days in total in the last 4 fire seasons 35 days as a Crew Leader in the last 4 fire seasons 	20 fireline days
Minimum Crew Member Training	New Recruit Bootcamp	<ul style="list-style-type: none"> Workplace Hazardous Material Information System Transportation of Dangerous Goods ICS100 Incident Command System 100 S-100 Basic Fire Suppression S-185 Fire Entrapment Avoidance S-200 Annual Recurrency S-211 Fire Environment for Firefighters S-212 Fireline Communications S-213 Use of Bulldozers and Heavy Equipment 1 out of 3 crew members must have a Driver's License (abstract required) 	<ul style="list-style-type: none"> S-100 Basic Fire Suppression S-185 Fire Entrapment Avoidance
Minimum Crew Leader Training	New Crew Leader Camp	<ul style="list-style-type: none"> Meet minimum Crew Member ICS200 Incident Command System 200 S-230 Intro to Supervision S-235 Burning Off and Backfiring S-241 Fire Assessment Driver's License (abstract required) 	<ul style="list-style-type: none"> As Crew Member ICS100 Incident Command System 100 ICS200 Incident Command System 200 (<i>20 pack only</i>) S-211 Fire Environment for Firefighters (<i>20 pack only</i>) S-212 Fireline Communications S-213 Use of Bulldozers and Heavy Equipment (<i>20 pack only</i>) S-230 Intro to Supervision S-235 Burning Off and Backfiring S-241 Fire Assessment (<i>20 pack only</i>)
Minimum First Aid Certificates	<ul style="list-style-type: none"> 1 x OFA3 per crew OFA1 mandatory for all 	<ul style="list-style-type: none"> 1 x OFA3 per 8-pack 3 x OFA1 per 4-pack 	<ul style="list-style-type: none"> 2 x OFA1 per 5-pack 4 x OFA1 per 10-pack 1 x OFA3 and 6 OFA1 per 20pack

Topic	Type 1	Type 2	Type 3
Crew Configuration	<ul style="list-style-type: none"> • 3-Person Initial Attack crew • 3-Person Rappel crew (Initial Attack) • 3-Person Paraattack crew (Initial Attack) • 20-Person Unit Crew (contains 4 sustained action crews) 	2 x 4-packs or 1 x 8 -pack	5, 10, or 20 packs
DTA Certification	1 per crew	1 per 8-pack	1 per 5-pack
Chainsaw requirements	<ul style="list-style-type: none"> • 1 x Certified Faller crew, mandatory • 1 x Power saw operator per crew, mandatory 	<ul style="list-style-type: none"> • 1 x Certified Faller per 8-pack, mandatory • 1 x Power saw operator per 4-pack, mandatory 	<ul style="list-style-type: none"> • 1 x Power Saw Operator per 5-pack, mandatory • 1 x Certified Faller may be supplied per 5-pack, but not a requirement
Hover Exit	<ul style="list-style-type: none"> • Initial Attack <200 lbs • Rapattack <200 lbs • Paraattack <200 lbs • Unit Crew <200 lbs (HE only if under 200# and trained) 	No	No
Opportunities	<ul style="list-style-type: none"> • 30 x Unit Crews • 140 total Initial Attack Crews 	Capped at 20 potential total Available Contracts, 10 already in place	No cap, but 60 firefighters maximum, per Vendor in any configuration

APPENDIX A-2

Crew Typing

United States:

Policy: Crews will be ordered by a standard type. Three (3) types exist for National or interagency assignments. They are; Type 1, Type 2, and Type 2 with IA (initial attack) capability. All crews must meet minimum crew standards as defined below as well as any additional agency, state, or contractual requirements. Typing will be identified at the local level with notification made to the local GACC.

Minimum Crew Standards for National Mobilization	Type 1	Type 2 with IA Capability	Type 2
Fireline Capability	Initial Attack – Can be broken up into squads, fireline construction, complex firing operations (backfire)	Initial Attack – Can be broken up into squads, fireline construction, firing to include burnout	Initial Attack – fireline construction, firing as directed
Crew Size	18-22	18-20	18-20
Leadership Qualifications	Permanent Supervision Supt: TFLD, ICT4, FIRB Asst Supt: STCR or TFLD and CRWB, ICT4 CRWB will be required for IHC Squad Leaders on January 21, 2018. 3 Squad Leaders: CRWB1 and ICT5 2 Senior Firefighters: FFT1	Crew Boss: CRWB 3 Squad Bosses: ICT5	Crew Boss: CRWB 3 Squad Bosses: FFT1
Language Requirement	All senior leadership including Squad Leaders and higher must be able to read and interpret the language of the crew as well as English.	Same as Type 1	Same as Type 1
Experience	80% 1 season	60% 1 season	20% 1 season
Full Time Organized Crew	Yes (work and train as a unit 40 hrs. per week)	No	No
Communications	8 programmable radios	4 programmable radios	4 programmable radios
Sawyers	4 agency certified as FAL2 and 50% of crew certified as FAL3 or better.	3 agency qualified	None
Training	As required by the SIHCO or agency policy prior to assignment	Basic firefighter training and/or annual firefighter safety refresher prior to assignment	Basic firefighter training and/or annual firefighter safety refresher prior to assignment
Logistics	Crew level agency purchasing authority	No purchasing authority	No purchasing authority
Maximum Weight	5,300 lbs.	5,300 lbs.	5,300 lbs.
Dispatch Availability	Available nationally	Available nationally	Variable
Production Factor	1.0	.8	.8
Transportation	Own transportation	Transportation needed	Transportation needed
Tools and Equipment	Fully equipped	Not equipped	Not equipped
Personal Gear	Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag	Same as Type 1	Same as Type 1
PPE	All standard designated fireline PPE	All standard designated fireline PPE	All standard designated fireline PPE
Certification	Must be annually certified by the local host unit Agency Administrator or designee prior to being made available for assignment.	N/A	N/A

Interagency Standards for Fire and Aviation Operations, Chapter 13, Firefighter Training and Qualifications at:

<https://www.nifc.gov/PUBLICATIONS/redbook/2020/Chapter13.pdf>

Typical Fire Response Configurations (United States)

	Staffing	Comments
Hand Crew	Generally 20 personnel led by a crew boss.	See above tables. Generally can be broken up into squads of 5-8 people and serve as initial attack modules.
Initial Attack Module	3-5 personnel led by an Incident Commander (Type 4 or 5)	Usually deployed for initial attack where engines cannot access or are not available. Generally prepared to overnight on a fire with support.
Engine crews	3-5 personnel led by an Engine Boss who may be ICT3, ICT4, or ICT5 qualified (usually ICT4 or 5)	Heavily utilized in US particularly with roaded areas. Also have the ability to leave the engine and hike into a fire. Can overnight on a fire if needed. Most typical wildland engines are Type 4 (750 gal) and Type 6 (300 gal) although other configurations are deployed.
Helitack crews	Crew is generally 10-12 personnel but generally 2-5 are deployed at a time. Once on the ground the personnel are led by a ICT3, ICT4, or ICT5 (usually ICT4 or 5)	Usually used for initial attack; also used for larger fire support. Have the ability to overnight for several nights. Some crews have short haul or rappel capabilities.
Smokejumpers	Loads are 2-10 jumpers led by an ICT3, ICT4 or ICT5	Self-sufficient for several days on the fire. Usually used for initial attack fires or remote extended attack.

Note: Hand crews and engine crews may be made up of contract resources. Contract crews may be limited with what actions they can perform and in what capacity. Agency engines *generally* have higher standards and carry more equipment than contract engines.

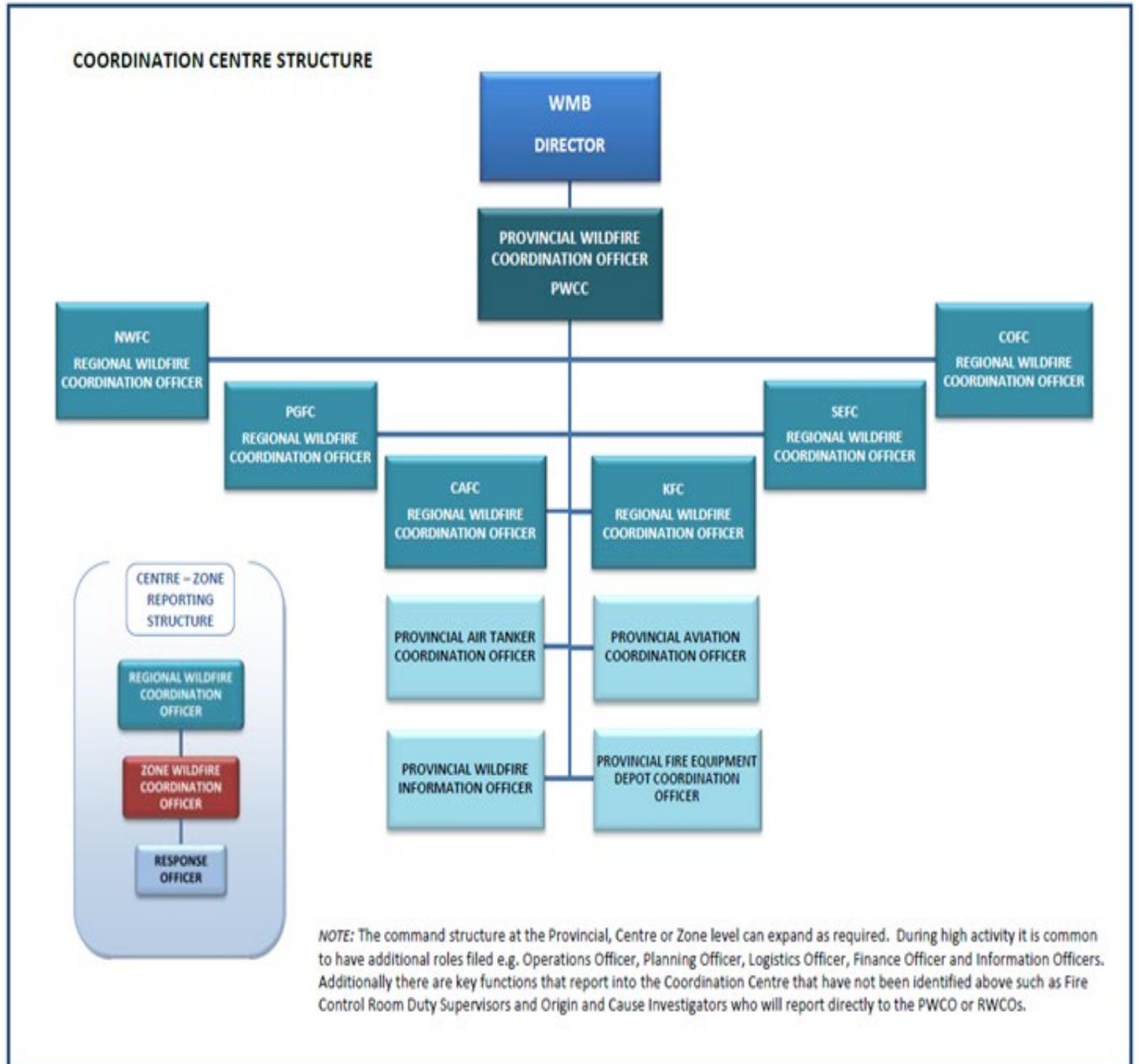
Type 1 hand crews are referred to as Hotshot crews and are standing crews.

Type 2 IA hand crews are sometimes standing crews but usually are comprised of agency personnel assembled at the time of dispatch. However, contract Type 2 IA crews are utilized and can be broken up into small modules, but may be limited with assuming command of a fire.

Local level crews may surpass minimum standards.

APPENDIX A-3 Jurisdictional Organization Structure Fire Response

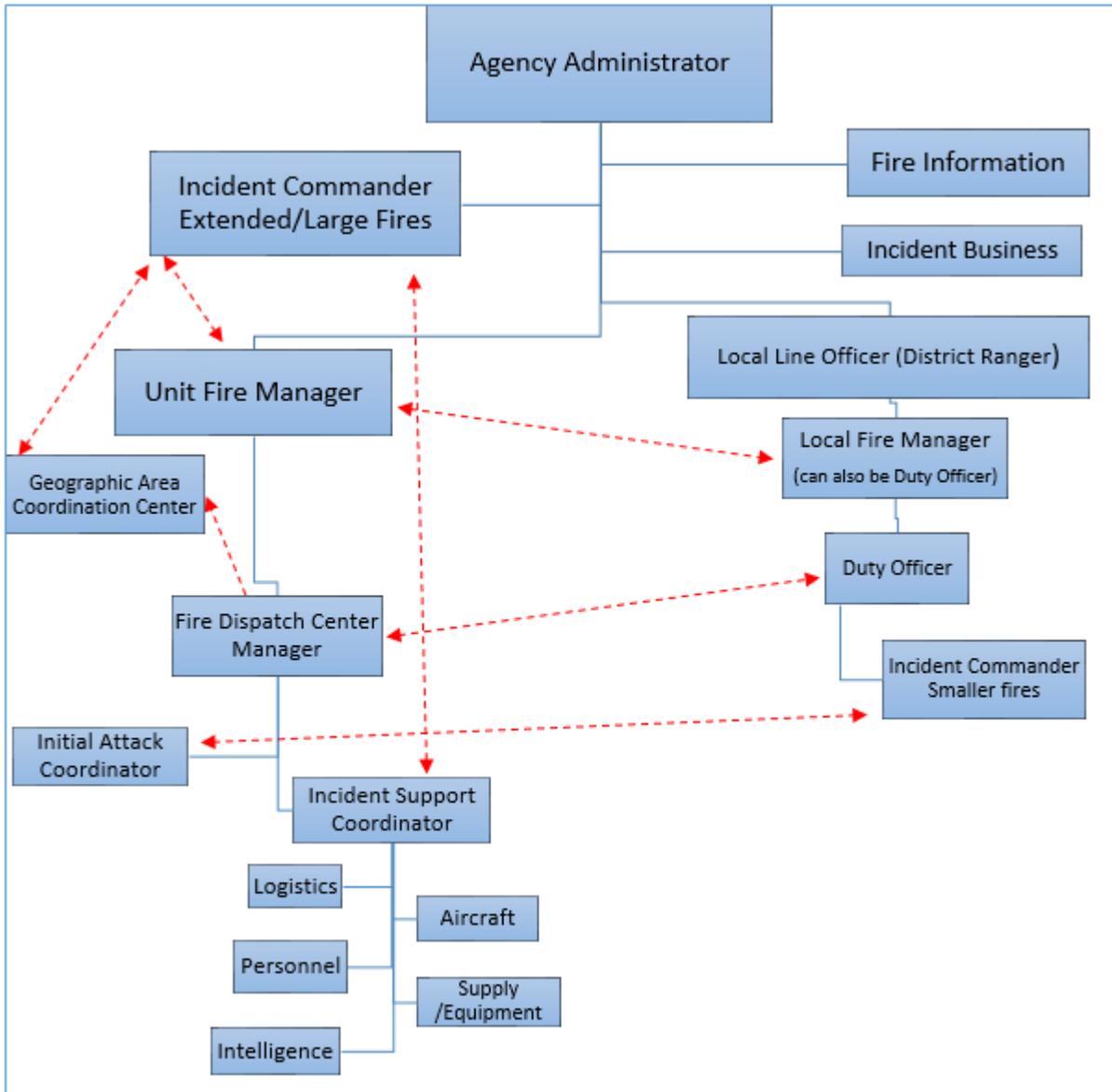
British Columbia:



APPENDIX A-3 Jurisdictional Organization Structure Fire Response

United States:

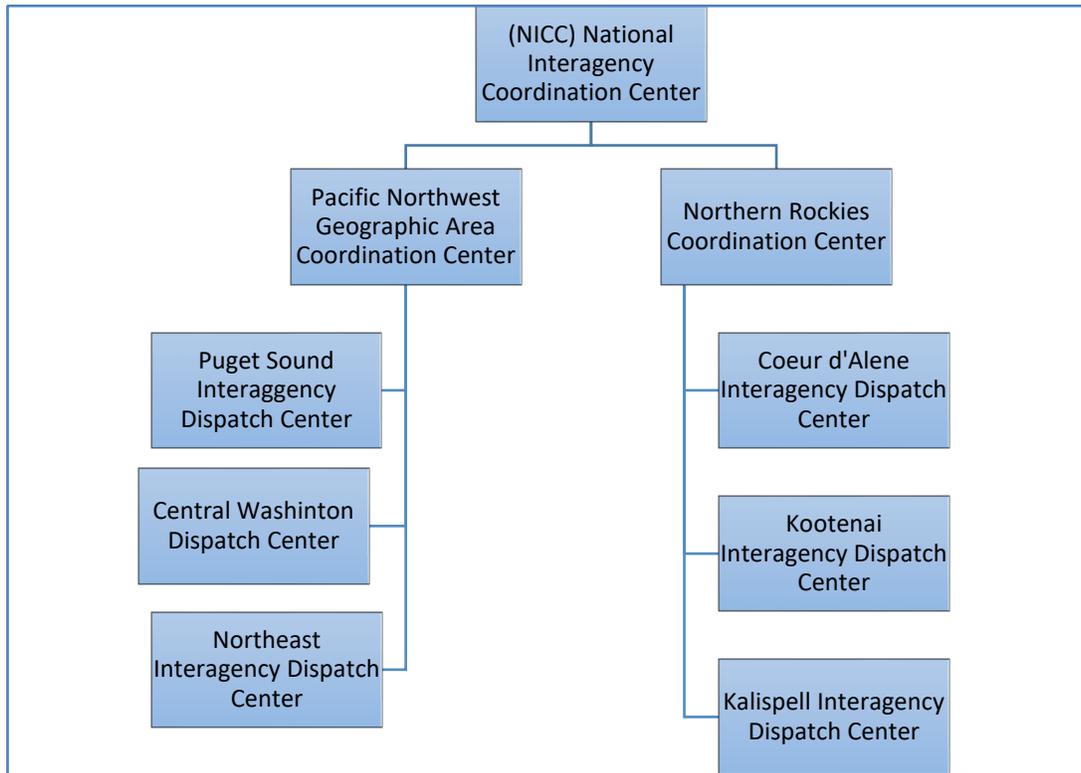
Typical Fire Incident Support Organization at the Unit level for smaller and large fires beyond average initial/extended attack.



* Dashed lines indicate coordination requirements.

An Incident Commander may work under a joint delegation when more than one agency is involved.

United States Coordination Structure for moving resources:

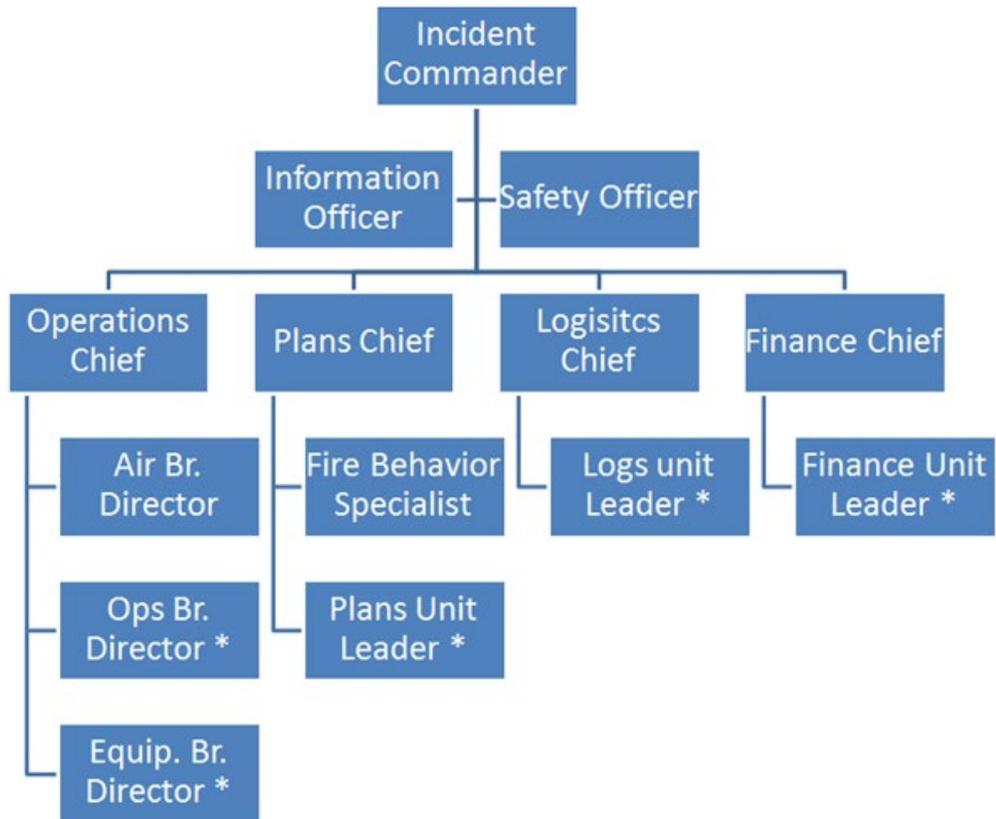


With multi-agency jurisdictional fires, a Multi-Agency Coordination Group (MAC) is often utilized to set priorities across an area. A MAC group can be established at all levels- Nationally, Regionally and zone/local areas of influence. A MAC group deals primarily with intelligence from and about the situation in their area of authority and is responsible for making key decisions regarding prioritization of incidents and assignment of critical resources within that area of influence. MAC groups do not directly make operational or tactical decisions on individual incidents. That authority rests with the local jurisdictional unit and IMT.

APPENDIX A-4

Incident Management Team (IMT) Organization Structure

British Columbia:



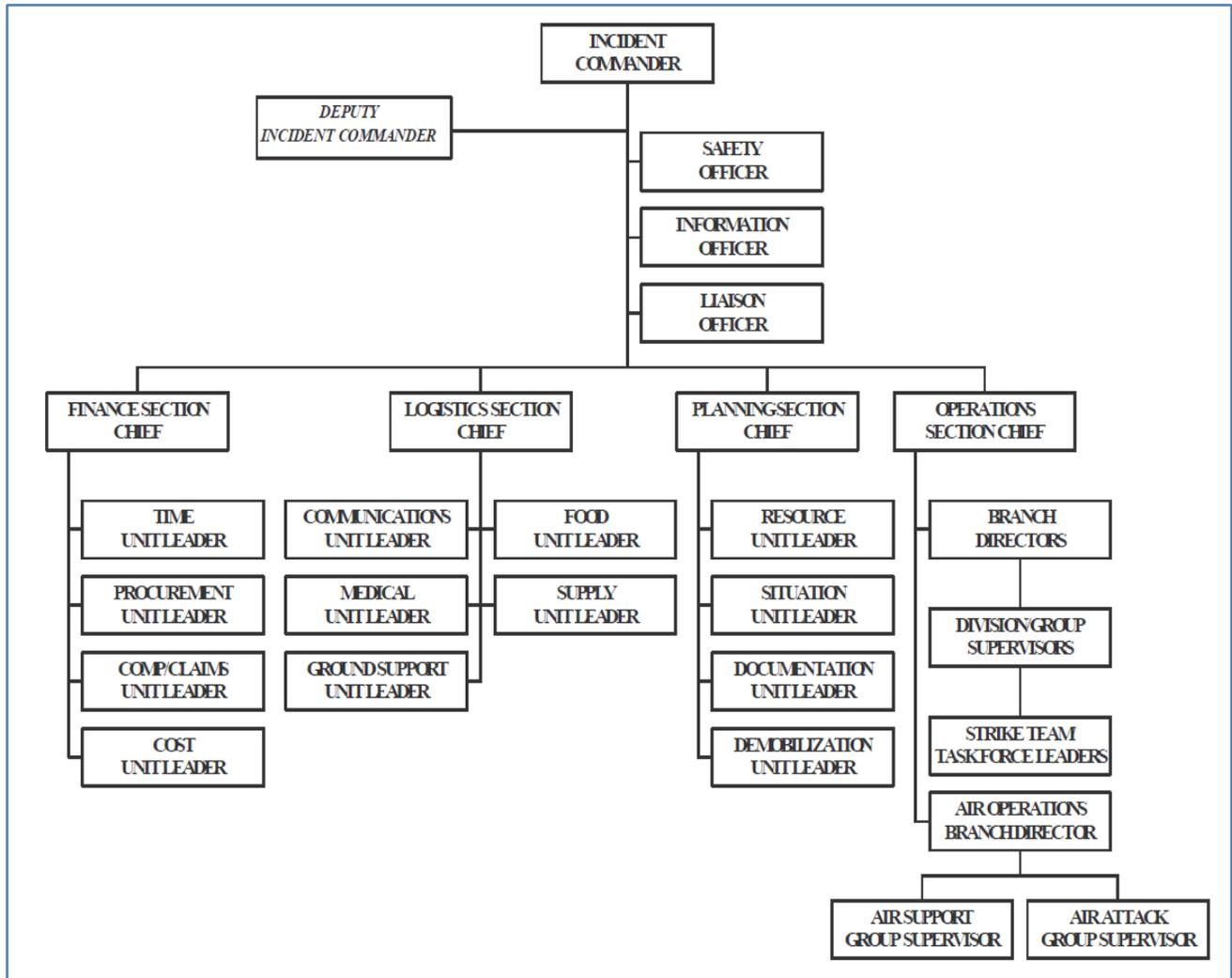
***Optional positions and are specific to individual teams wants/needs**

Any or all of the chief or officer positions may have a trainee attached. The assigned unit leader/Br Dir. may be the trainee of the future.

APPENDIX A-4 Incident Management Team (IMT) Organization Structure

United States:

Basic configuration down to the Unit Leader level. The Incident Commander works directly for the local Agency Administrator (District Ranger, Forest Supervisor, Area Manager, Park Superintendent etc.).



Note:

- Type 1 and Type 2 IMT's are allowed to roster 58 total positions with 43 being fully qualified and 15 being Trainees.
- Several other positions below the Unit Leader are also generally filled such as Fire Behavior Analyst, GIS Specialist.
- Type 1 IMT's usually fill out more support positions and may carry Deputy Command and General Staff positions.

APPENDIX B – 1
Authorized Representatives and Coordination Centres
British Columbia

Authorized Representatives

Name	Office	Cell	E-mail
Cliff Chapman (PWCC) Director of Wildfire Operations	1-250-312-3000	1-250-318-9596	Cliff.Chapman@gov.bc.ca
Derek Williams (PWCC) Superintendent, Wildfire Preparedness/Operations/A	1-250-312-3005	1-778-220-8633	Derek.Williams@gov.bc.ca
Leanne Ingham (PWCC) Superintendent, Aviation	1-250-312-3008	1-778-257-0683	Leanne.Ingham@gov.bc.ca
Eric Antifaeff (PWCC) Superintendent, Airtanker Program/A	1-250-312-3007	1-778-257-0238	Eric.Antifaeff@gov.bc.ca
Robert Keen (Coastal) Senior Wildfire Officer-Operations	1-250-951-4216	1-250-954-9192	Robert.Keen@gov.bc.ca
Brad Litke (Kamloops Fire Centre) Senior Wildfire Officer-Operations	1-250-554-5513	1-250-319-3909	Brad.Litke@gov.bc.ca
Matt Thomas (Northwest Fire Centre) Senior Wildfire Officer-Operations	1-250-877-1041	1-250-877-1041	Matthew.Thomas@gov.bc.ca
Dennis Rexin (Southeast Fire Centre) Senior Wildfire Officer-Operations	1-250-365-4049	1-250-365-9792	Dennis.Rexin@gov.bc.ca

Provincial Wildfire Coordination Centre - 3080 Airport Drive, Kamloops BC V2B 7X2

Name	PWCO	E-mail
Provincial Wildfire Coordination Centre	1-250- 376-6777 (24 hours)	Prov.fire@gov.bc.ca
Name	PATC	E-mail
Provincial Airtanker Coordination Centre	1-250-312-3029 (24 hours)	PATC@gov.bc.ca

Regional Wildfire Coordination Centre

Name	RWCO	General Admin	E-mail
Coastal Fire Centre	1-250-951-4201	1-250-951-4222	Forests.CoastalFireCentre@gov.bc.ca 665 Allsbrook Rd., Parksville BC, - V9P 2T3
Kamloops Fire Centre	1-250-554-7701	1-250-554-5500	FORHPRP.RWCOKAM@gov.bc.ca 4000 Airport Drive, Kamloops BC -V2B 7X2
North West Fire Centre	1-250-847-6621	1-250-847-6633	FORFNOP.FCRNW@gov.bc.ca 6350 D.O.T Ave Smithers BC – V0J 2N0
Southeast Fire Centre	1-250-365-4007	1-250-365-4040	BCWS.SEFCRWCO@gov.bc.ca 208 Hughes Road, Castlegar BC - V1N 4M5

Local Zone Offices

Name	ZWCO	WMO	Location
South-Island Fire Zone	1-250-743-1304	1-250-743-1304	Coastal Fire Centre Cobble Hill, BC
Fraser Fire Zone	1-604-869-5835	1-604-869-5835	Coastal Fire Centre Hope, BC
Merritt Fire Zone	1-250-315-4110	1-250-315-4103	Kamloops Fire Centre Merritt, BC
Penticton Fire Zone	1-250-770-3700	1-250-770-3703	Kamloops Fire Centre Penticton, BC
Cassiar Fire Zone	1-250-771-5561	1-250-771-5571	North West Fire Centre Dease Lake, BC
Boundary Fire Zone	1-250-442-0489 ex2222	1-250-442-0489 ex2221	Southeast Fire Centre Grand Forks, BC
Arrow Fire Zone	1-250-359-200	1-250-359-2001	Southeast Fire Centre Castlegar, BC
Kootenay Lake Fire Zone	1-250-825-1118	1-250-825-1192	Southeast Fire Centre Nelson, BC
Cranbrook Fire Zone	1-250-417-4115	1-250-417-4110	Southeast Fire Centre Cranbrook, BC

PWCO: Provincial Wildfire Coordination - ZWCO: Zone Wildfire Coordination - RWCO: Regional Wildfire Coordination Officer

Initial attack requests, notification of escaped fires, or fire reporting: contact the Regional Wildfire Coordination Centres (RWCO contact numbers to the corresponding jurisdictions).

In the absence of the Authorized Representatives, the RWCO or PWCO will be considered designates for the Senior Protection Officer - Operations, or Superintendent respectively

APPENDIX B – 2
Authorized Representatives and Coordination Centres
United States

Dispatch Centers

Name	Fire Line	Lands Protected	Contact Info
Washington Department Natural Resources	800-562-6010 ext. 1 360-902-1300 (24hr)	State	wd@dnr.wa.gov
Northwest Communications Center – DNR	360-856-3500	State & Private land in NW WA	nw@dnr.wa.gov
Puget Sound Interagency Coordination Center (PSICC)	425-783-6150	National Parks Service, US Forest Service, State	wapsc@firenet.gov
Central Washington Interagency Communication Center (CWICC)	509-884-3473	US Forest Service, State, Bureau of Land Management, US Fish and Wildlife Service, Bureau of Indian Affairs	wacwc@firenet.gov
NE Washington Interagency Communication Center (NEWICC)	509-685-6900	Bureau of Land Management, US Forest Service, State, US Fish and Wildlife Service, Bureau of Indian Affairs	wanec@firenet.gov NEWICC1@gmail.com
Coeur d’ Alene Interagency Dispatch Center (ID-CDC)	208-772-3283	Idaho State, US Forest Service, Bureau of Land Management	idcdc@firenet.gov
Kootenai Interagency Dispatch Center (KIDC)	406-334-0239 (Duty Off.) 406-283-7740	Montana State, US Forest Service,	mtkdc@fs.fed.us
Kalispell Interagency Dispatch Center (KIC)	406-758-5260 406-871-3894 (Duty Off.)	Montana State, US Forest Service, National Park Service,	mtkic@fs.fed.us
Sweetgrass Command Center	406-335-9628 CASC room	US Customs Border Patrol	

Agency Contacts

Name	Fire Management Officer	Office Phone	Cell Phone	E-mail
Washington Department Natural Resources (DNR)	Chuck Turley	360-902-1742	360-827-1931	chuck.turley@dnr.wa.gov
North Cascades National Park Complex	Scott Ebel	360-391-1882	360-391-1882	scott_ebel@nps.gov
Mt. Baker - Snoqualmie National Forest	Britt Davis	425-783-6070	360-391-7710	James.b.davis@usda.gov
Okanogan - Wenatchee National Forest	Rob Allen	509-664-9228	509-690-0860	robert.f.allen@usda.gov
Colville National Forest	Scott Smith	509-684-7223	520-603-1270	Scott.s.smith@usda.gov
Spokane District, Bureau Land Management (BLM)	Jeff Dimke	509-536-1237	509-981-3549	jdimke@blm.gov
Idaho Department of Lands	Josh Harvey	208-666-8650	208-568-0441	jharvey@idl.idaho.gov
Coeur d’ Alene District, Bureau Land Management	Mike Behrens	208-765-7499	208-659-1392	mike.behrens@usda.gov
Idaho Panhandle National Forest	Mike Behrens	208-765-7499	208-659-1392	mike.behrens@usda.gov
Kootenai National Forest	Dan Rose	406-283-7742	406-291-0489	dan.rose@usda.gov
Flathead National Forest	Rick Connell	406-758-5261	406-250-2530	richard.connell@usda.gov
Glacier National Park	Jeremy Harker	406-888-5803	406-240-7541	jeremy_harker@nps.gov

For initial attack requests, notification of escaped fires, or fire reporting, contact the Dispatch Center. The Dispatch Center will contact the protection agency.

The Duty Officer or Agency Contact (or their designee) will be considered designates of the Authorized Representatives for their Agency.

APPENDIX B – 3

Canada & United States Border Services Contacts

Authorized Representatives

Agency	Name	Office	Cell
Canada Border Services Agency	Anita Barr, Regional Emergency Mgmt. Coordinator	604-834-4711	604-834-4711
CAN Border Services Agency	Melinda Medland Chief Okanagan Area Ports	250-495-7045	
CAN Border Services Agency	Lorne Black, Chief Kootenay Area Ports	250-424-5346	
US Customs & Border Protection	Ken Huber, Sweetgrass Area Port	406-791-6143	406-750-5607
US Dept. Homeland Security	General Number	800-973-2867	
US Border Patrol	Lonnie Moore, Division Chief, Spokane Sector	509-468-3846	509-435-6916

Border Coordination Centres

Agency	Phone	Notes
US - Air Marine Operation Centre (AMOC)	1-800-553-9072	Squawk 1255 transponder code
US – Spokane Dispatch Centre	1-800-218-9788	SPW-DISPATCH@dhs.gov
US – National Communications Centre	1-800-973-2867	Customs and Border Protection
US – Customs and Border Protection Mont/Idaho	406-335-9630	Contact Command Center Duty Chief
US – Customs and Border Protection – Washington	360-332-7611	Contact Command Center Duty Chief 360-332-6500 direct to Duty Chief
CAN- Superintendent – On-call Duty Officer for Okanagan and Kootenay District	1-250- 258- 4326 1-250-424-5598	After- Hours Superintendent (coverage for all ports in the Okanagan and Kootenay District)
Pacific Region Operations Comm. Centre(PROCC)	604-713-9810/9840	24/7 FAX 604-666-7447
Port of Kingsgate (24/7) for the following	1-250-424-5391	Paterson, Nelway, Waneta, Rykerts, Roosville
Port of Osoyoos (24/7) for the following	1-250- 495-7518	Chopaka, Midway, Carson, Cascade, Cranbrook (Inland Airport), Penticton(Inland Airport)
Kelowna, Prince George & Kamloops Inland A/P	250-491-5176	0800-2400/7days FAX:250-491-5182

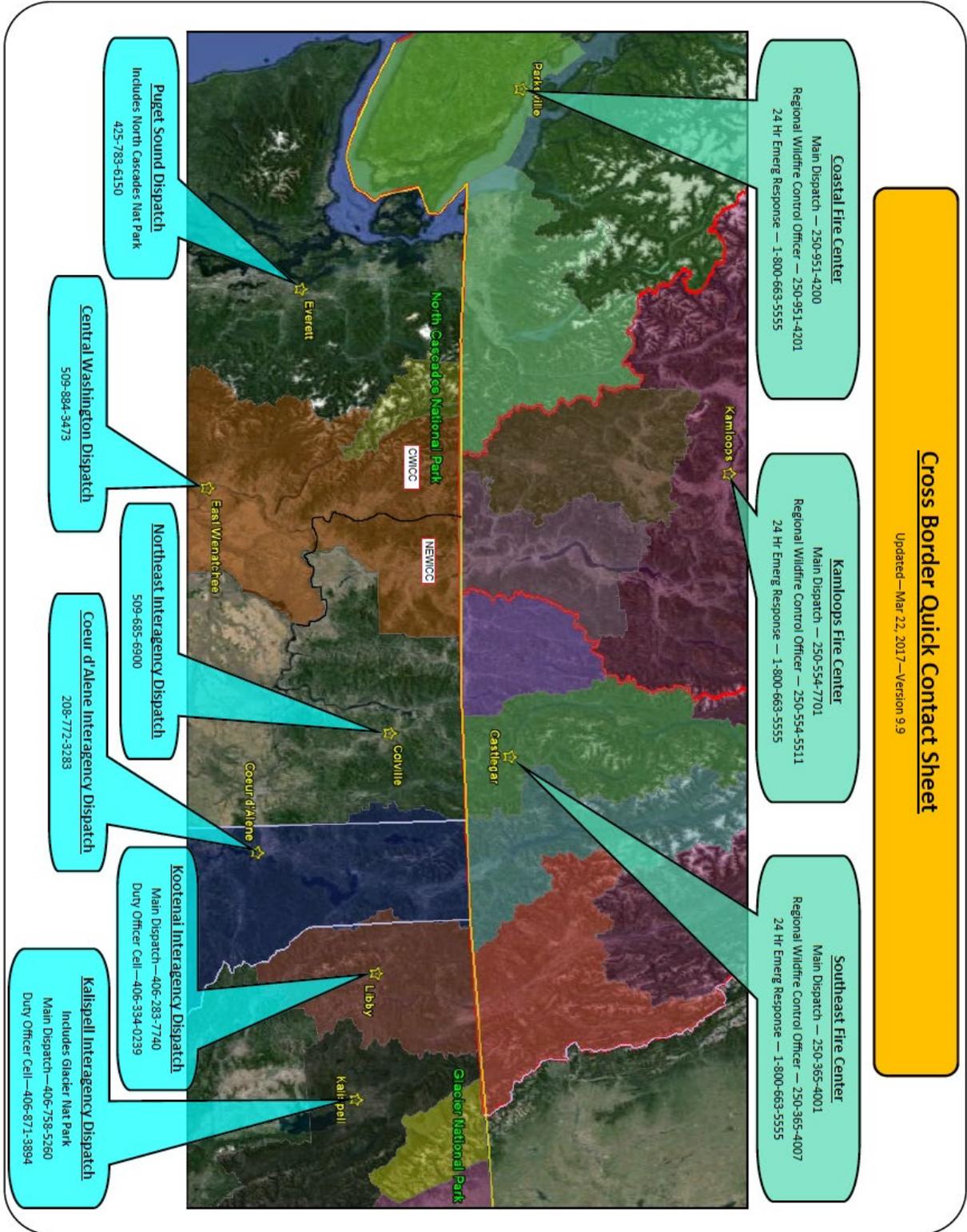
Canadian Ports of Entry (West to East)

Name	Phone	Fax	Hours
Douglas	1-778-545-5599	1-604-541-1476	24 hrs – 7 days a week
Pacific Highway	1-604-538-3611	1-604-538-0293	24 hrs – 7 days a week
Aldergrove	1-604-607-3280	1-604-604-6754	0800-2400 H - 7 days a week
Abbotsford-Huntington	1-604-557-7121	1-604-850-5896	24 hrs – 7 days a week
Chopaka	1-250-499-2755	1-250-499-2845	0900-1700H - 7 days a week
Osoyoos	1-250-495-7518 / 6983	1-250-495-7699	24 hrs – 7 days a week backupline:250-258-4326
Midway	1-250-449-2331	1-250-449-2354	0900-1700H- 7 days a week
Carson/Grand Forks	1-250-442-5551	1-250-442-2399	0800-2000H - 7 days a week
Cascade/Christina Lake	1-250-447-9418	1-250-447-6366	0800-2400H - 7 days a week
Paterson/Rosland	1-250-362-7341 / 7481	1-250-362-7747	24 hrs – 7 days a week
Waneta/Trail	1-250-367-9656 / 9954	1-250-367-6387	0900-1700H - 7 days a week
Nelway / Salmo	1-250-357-9940 / 9954	1-250-357-9688	0800-2000H - 7 days a week
Rykerts / Creston	1-250-428-2575 / 5461	1-250-428-5310	0700-2300H - 7 days a week
Kingsgate / Yahk	1-250-424-5391 / 5507	1-250-424-5355	24 hrs – 7 days a week
Roosville	1-250-887-3133	1-250-887-3247	24 hrs – 7 days a week

United States Ports of Entry (West to East)

Name	Phone	Fax	Hours
Blaine, WA	1-360-332-7611 or 8511	1-360-332-3747	24 hrs – 7 days a week
Lynden, WA	1-360-354-2183	1-360-354-2706	0800-2400 - 7 days a week
Sumas, WA	1-360-988-2971	1-360-988-6300	24 hrs – 7 days a week
Nighthawk, WA	1-509-476-2125	1-509-476-3799	0900-1700 – 7 days a week
Oroville, WA	1-509-476-2955	1-509-476-2465	24 hrs – 7 days a week
Ferry, WA	1-509-779-4655	1-509-779-0505	0900-1700 – 7 days a week
Danville, WA	1-509-779-4862	1-509-779-4114	0800-2400 - 7 days a week
Laurier, WA	1-509-684-2100	1-509-684-1608	0800-2400 - 7 days a week
Frontier, WA	1-509-732-6215	1-509-732-6694	24 hrs -7 days a week
Boundary, WA	1-509-732-6674	1-509-732-4470	0900-1700 - 7 days a week
Metaline Falls, WA	1-509-446-4421	1-509-446-2033	0800-2400 - 7 days a week
Porthill, ID	1-208-267-5309 or 5645	1-208-267-1014	0700-2300 - 7 days a week
Eastport, ID	1-208-267-3966 or 2183	1-208-267-4138	24 hrs – 7 days a week
Roosville, MT	1-406-889-3865 or 3737	1-406-889-5076	24 hrs – 7 days a week
Chief Mountain, MT	1-406-653-3317	1-406653-3318	Seasonal May 15-Sept. 30
Piegan, MT	1-406-732-5572	1-406-732-5574	0700-2300 7 days a week Glacier Park
Del Bonita, MT	1-406-336-2130	1-406-336-2137	June1-Sept14-0800-2100/Sept15-May31-0900-1800
Sweetgrass, MT	1-406-335-9630	1-406-335-2611	24 hrs – 7 days a week Glacier Park

APPENDIX C - Cross Border Quick Contact



APPENDIX C
Cross Border Initial Attack Checklist
Canada to United States

Cross Border Quick Checklist (Canada -> USA)

REQUIRED INFORMATION	
Incident Number/Name:	Geographic: _____ Closest Resource: _____
Date and time of first report:	IC: _____
CHECKLIST	
KNOW YOUR AUTHORITY: The authority exists to perform initial attack in the Threat Zone across the international border provided it poses a threat to the responder's jurisdiction. Each agency agrees to cover own costs for first operational period. IMPORTANT -> GO SILVER 163.890	
Incident within the Threat Zone of International Border?	
Open Google Earth Cross Border File Identify Response Agency: _____ Identify Land Management Agency: _____	
Notify Appropriate Dispatch Centre – See reverse side of this document for dispatch contact info (Officer to Officer ASAP) Dispatch Contact: _____	
Notify RWCO (RWCO to notify PWCO re: Situation Awareness)	
Threat to home jurisdiction? Yes No	
Identify/Document values threatened: _____	
Assistance requested? (Do not delay response awaiting request if home jurisdiction is threatened)	
Air Tankers Request (requesting agency pays) (US request handled direct through PATC)	
Know your Border Officials BLUE= Customs and Immigration GREEN= Border Patrol	
Responding with Aircraft with no intentions to land (ie: detection or fire recon, FW or RW) Contact Air Marine Operations Centre (AMOC- California) 1-951-656-8050 with the following; Purpose; Wildfire, Aircraft Call Sign, Aircraft Type, Time, Lat and Long (general), Advise A/C Squawking 1255 Call Border Patrol Air Section 360-734-7554, select option 1, Como Room and then ask for Section Duty Officer and provide the DO with the dispatch information (same as AMOC) Responding with Rotary Wing Aircraft with intentions to land: Contact Air Marine Operations Centre (AMOC- California) 1-951-656-8050 with the following; Purpose; Wildfire, Aircraft Call Sign, Aircraft Type, Time, Lat and Long (general), Advise A/C Squawking 1255 Call Border Patrol Air Section 360-734-7554, select option 1, Como Room and then ask for Section Duty Officer and provide the DO with the dispatch information (same as AMOC) Contact the Area Port Director and nearest Border Patrol Sector with the following; Purpose; Wildfire with intention to take action, Aircraft Call Sign, Aircraft Type, Time, Lat and Long, A/C Squawking 1255, Pilot Name and Passport Number, Crew Names and Passport Numbers, Air to Air Frequency 126.7, Air To Ground Frequency, FM Simplex 163.890 Advise Pilot and Crew that permission has been granted to take action from Border Patrol and advise of any restrictions if applicable Confirm from requesting dispatch the Lats and Longs of permissible water sources for bucketing operations	
Identify Closest Open Border Crossing (Port of Entry): _____	
Vehicle Crossing using Port of Entry Contact Port of Entry: US and Canada sides (see Google Earth file/ full cross border document for Contact #'s) Fax Crew manifest, vehicle info (if available), time of arrival, destination, and any other information requested (passports not required for emergency response, responders should have ID, however border officials have final authority/right of refusal).	
Vehicle/Personnel Crossing not using Port of Entry (hiking across border for example) Do not delay crossing Authority to cross exists (unless explicitly denied by border authority) Contact Border Patrol: Montana/Idaho 406-335-9630 // Washington 360-332-7611->Request Duty Chief In case of emergency where above numbers are not effective call 800-973-2867 request SCBPO Kenneth Huber or designate (see appendix B-3 of Operating Guideline for other phone options) Submit manifest information for passengers, destination, and estimated and/or actual time of crossing Submit Vehicle Manifest information Crew Check-in with dispatch after crossing <input type="text"/> If no answer at above # - call 1-800-218-9788 24/7 dispatch #	
Situation Update RWCO/RWCC-OPS to USA Counterpart –share photos, perimeters, and other relevant files	
Situation Update ZWCO to USA Counterpart –share photos, perimeters, and other relevant files	
Response Officer/IC Face to Face with USA Counterpart	
Consider Additional Overhead Response (i.e.: OPS and IC or IMT)	
Update RWCO	
Update Customs and/or Border Patrol of number and timeframe of anticipated crossings (enquire about the availability for extended hours at Port of Entry)	
Situation Update RWCO/RWCC-OPS to USA Counterpart/ZWCO to USA Counterparts	

APPENDIX D

Procedures for Crossing International Borders

A. GENERAL INFORMATION

When seeking entry to either the United States or Canada in your capacity as a firefighter or support personnel, you will be dealing with each of the respective agencies responsible for the enforcement and administration of both customs and immigrations laws, regulations and procedures, in those countries.

In the case of the United States, you will be dealing with the Department of Homeland Security (DHS) and United States Customs and Border Protection (USCBP). In terms of Canada, you will be dealing with the Canada Border Services Agency. In both cases, these agencies manage the land borders ports of entry as well as the airports and will assist with your entry process. In the United States the US Border Patrol is also a USCBP component and is responsible for the areas *between* the ports of entry, and normally would be contacted by CBP regarding cross border response issues. The Royal Canadian Mounted Police (RCMP) has a similar role in Canada and while they have jurisdiction between designated ports of entry, they do not have as many resources specifically tasked with patrol and enforcement.

When deploying across the international border, it is important to remember that you will be dealing with two different nations, each with different laws, rules and procedures. It is also important to remember that these agency officials have important jobs to do, and although they will give due consideration to the emergency nature of your trip, you must comply with, and are subject to, all the relevant laws and regulations. Both CBP and CBSA officials have reassured us that they will make every effort to accommodate an expedient crossing provided that they have been provided (in advance, if possible) with all the necessary documentation.

Everyone crossing the border is subject to the laws of the country they are entering and personnel with criminal convictions may be refused entry, and those with outstanding warrants may be detained and arrested.

Entering the United States

- Personnel **must** carry adequate documentation that establishes both identity and citizenship, ideally in the form of a valid passport. The United States has implemented the Western Hemisphere Travel Initiative (WHTI) which requires all persons to present a passport or other approved document in order to cross the border. Go to <https://www.cbp.gov/travel/us-citizens/western-hemisphere-travel-initiative> for specific details. Firefighters who may be asked to travel internationally should plan ahead and obtain these documents before fire season begins.
- **WARNING:** Personnel with criminal records may be inadmissible to the United States. Please advise your crews that this is important, and if they have any doubts about their admissibility to the U.S. they should resolve them prior to deployment.
- Contraband of any type is prohibited and can result in penalties or arrest. The United States prohibits the importation of drugs or controlled substances, and medical marijuana cards are not valid at the border. The importation of firearms is strictly regulated in both the United States and Canada and for the purposes of this agreement firearms are prohibited.
- Before leaving your home base, ensure that your inventory of equipment and supplies is accurate and that your personnel manifest is fully complete.
- When **responding to an incident**, the dispatcher providing information to the border officials can request priority to the head of the line when crossing the border. Be specific about the crossing

being used, the time of arrival, and nature of the incident. The response must be a bona fide emergency.

- When **returning from an incident**, priority crossing will not be considered unless the resource is in route to another incident. All necessary documentation and manifests must be complete at the time of crossing.
- Where possible, all documentation should be the prescribed forms and all accompanying letters and authorizations must be on official fire agency letterhead. Electronic manifests often provide a better copy than faxed/copied versions; contact the intended crossing point for the best email address to use.

Entering Canada

- Personnel **must** carry adequate identification and proof of citizenship, *ideally in the form of a valid passport*. Visas may be required for some countries, particularly if the individual is not a US resident and does not possess identification that establishes this residency. Additional information regarding travelling to Canada, including what to expect, identification requirements etc. can be found at <http://www.cbsa-asfc.gc.ca/travel-voyage/kwte-qatf-eng.html>
- **WARNING:** personnel with criminal records may be refused entry to Canada. Please advise your crews that this is important, and if they have *any doubts* about their admissibility to the country where they are being deployed, they should resolve them *prior to deployment*.
- Contraband of any type is prohibited and can result in penalties or arrest. Canada prohibits the importation of drugs or controlled substances, and medical marijuana cards are not valid at the border. The importation of firearms is strictly regulated in Canada and for the purposes of this agreement firearms are prohibited.
- Before leaving your home base, ensure that your inventory of equipment and supplies is accurate and that your personnel manifest is fully complete.
- When **responding to an incident**, the dispatcher providing information to the border officials can request priority to the head of the line when crossing the border. Be specific about the crossing being used, the time of arrival, and nature of the incident. The response must be a bona fide emergency.
- When **returning from an incident**, priority crossing will *not* be considered unless the resource is *in route* to another incident. All necessary documentation and manifests must be complete at the time of crossing.
- Where possible, all documentation should be the prescribed forms, and all accompanying letters and authorizations must be on official fire agency letterhead. Electronic manifests often provide a better copy than faxed/copied versions; contact the intended crossing point for the best email address to use.
- Equipment and vehicles should be clear of soil as per Canadian Food Inspection Agency (CFIA) regulations. CBSA can provide advice and guidance regarding these regulations.

B. AUTHORITIES (Personnel)

The fact that the deployment is by a federal, state or provincial government at the official request of another federal, state or provincial government should be documented in some manner on official letterhead and supported by copies of the resource order. This assists border officials in verifying the official nature of the deployment. This also serves to differentiate between volunteer responders and/or commercial entities seeking to take advantage of the situation.

U.S. BOUND - CUSTOMS AND BORDER PROTECTION

- U.S. immigration law requires that every person entering the United States must apply for admission in person; ID and citizenship documents will be verified. Canadian Fire agencies should ensure that

crew manifests are on official agency letterhead. These should be faxed in advance to the Port of Entry to speed processing. Crewmembers with criminal convictions may not be admissible to the United States; if there is any question this should be clarified in advance by speaking with CBP Officers at the intended port of arrival.

- Adequate identification **and** proof of citizenship **must** always be carried when crossing the border. Proper ID helps determine who you are; it must have a recent photograph and be issued by a government authority (driver's license, photo identification or similar).
- Proof of citizenship establishes your nationality; the Western Hemisphere Travel Initiative (WHTI) now requires all persons to establish their citizenship with a valid passport or other approved document. Approved documents include:
 - ✓ United States or Canadian Passport
 - ✓ United States Passport Card
 - ✓ United States Permanent Resident Card (I-551)
 - ✓ Trusted Traveler Cards (NEXUS, SENTRI or FAST programs)
 - ✓ State or Provincial Enhanced Driver's License (currently available from Montana, Washington and British Columbia)
 - ✓ Enhanced Tribal Cards (when available)
 - ✓ Native American Tribal Photo Identification Card (from certain recognized tribes)
 - ✓ Form I-872 American Indian Card
 - ✓ Indian and Northern Affairs Canada (INAC) Card
- When traveling by air between the U.S. and Canada, Mexico, the Caribbean or Bermuda, you are required to present a passport.

United States Customs and Border Protection will exercise every possible latitude when dealing with responding emergency resources, but reminds agencies that exceptions to the above requirements will be made entirely on a case-by-case basis and may cause delay for the entire unit. Taking a moment to verify your crew's documents prior to departure may save significant time at the border.

- Normally fire crews will be paroled into the United States under section 212(d) (5) of the Immigration and Nationality Act, and a form I-94 will be issued to each person to document their entry. *The I-94 document should be returned to CBP at the time of departure.* Whoever is keeping documents for the strike team should ask for and receive a validated copy of the crew manifest and keep that as a backup document.
- Personnel that enter United States must arrive and be cleared at a designated CBP Port of Entry. Except in very rare circumstances such as crossing at a non-designated port of entry, *prior to proceeding to a fire scene*, those exceptions **MUST** be coordinated in advance through the Area Port Director and nearest Border Patrol Sector. Please see section "F" for the emergency contacts.
- Pilots and crews arriving by air must provide advance manifests. Manifests may be sent electronically or faxed (consult with the Port of Entry official).

*Note: It is VERY important to make sure **PRIOR TO BOARDING** that all crewmembers arriving by air are properly documented for entry into the United States, ideally in the form of a valid passport.*

CANADA BOUND - CANADA BORDER SERVICES AGENCY

- In Canada, there are provisions in the Immigration and Refugee Protection Act (IRPA) and the Customs Act (CA) relevant regulations allow for entry, without employment authorization, of

personnel and their equipment coming to Canada to assist in an emergency situation. This does not necessarily preclude one from a need for identification and documentation however.

- In all instances, notification by telephone should be made as soon as practicable by contacting the numbers found in the “Section E” of this document as well as “Appendix B-3” as appropriate.
- All relevant details about the place of entry, whether it is at an established port of entry or at a “non-designated” place of entry, should be provided to the operation in closest geographic proximity to the intended crossing.
- This information should include a list of personnel or a crew manifest and equipment inventories. Beyond notification by telephone, this additional information should be faxed or electronically provided in advance. If you are unsure about the specific information needed, please consult the CBSA representative upon reporting.
- This information should include a list of personnel or a crew manifest and equipment inventories. Beyond notification by telephone, this additional information should be faxed or electronically provided in advance. If you are unsure about the specific information needed, please consult the CBSA representative upon reporting.
- The crew manifest should include full given name, date of birth, residency, citizenship and a relevant reference number for identification – i.e., the information that is found on a valid passport.
- Persons with criminal records (such as a driving while intoxicated or driving under the influence conviction) **may** be inadmissible to Canada. If the entry is essential to the success of the emergency response, steps may be taken by the CBSA to approve a discretionary entry, with documentation.

C. EQUIPMENT

U.S. BOUND - CUSTOMS AND BORDER PROTECTION

- The requesting U.S. Fire Agency should notify the designated border crossing CBP Port Director or Supervisory CBP Officer as soon as practical (by phone and fax on agency letterhead) that emergency equipment and material will be arriving from Canada (provide ETA and destination).
- The responding Canadian Fire Agency should fax a manifest of equipment (on US [CBP Form 7533](#), if possible, or on agency letterhead) to designated Port Director or Supervisory CBP Officer at the port of intended arrival. Crews or trucks arriving at border must also carry the manifest. Information on the equipment and materials manifest can be of a general nature (number of pumps on engine, amount of foam, numbers of shovels, etc.).
- For airlift of equipment, CBP officials must be provided with a manifest of equipment and materials and these may need to be inspected at airport of arrival. Not all airports are designated for CBP clearance, and not all airports have full-time staff.
- Plan ahead and speak to a CBP Officer at the location where you intend to arrive.

CANADA BOUND – CANADA BORDER SERVICES AGENCY

- The responding U.S. Fire Agency should provide a manifest of equipment coming into Canada preferably by fax and prior to arrival at the border crossing. The manifest can be of a general nature (number of pumps on the engine, amount of foam, shovels etc.) and should be on agency letterhead. *Note: Prior to entering Canada, also stop at the U.S. Port of Entry and complete a U.S. Customs Form 4455 and have it validated by a CBP Officer. This helps establish that your listed equipment is of U.S. origin when you return.*
- Airlift of equipment: CBSA officials must be faxed the necessary manifest. Equipment may be inspected at destination at the prerogative of the Border Services Officer. Not all airports are designated for CBSA clearance, and not all airports have full-time staff.
- Plan ahead and speak to a CBSA Officer at the location where you intend to arrive.

D. AIRCRAFT ARRIVALS – SPECIAL CONCERNS

(Canada)

- ✈ In terms of arrivals by air to Canada, CBSA's expectations for reporting and notification will be determined by the location and mode of travel. As per Appendix B3 – please report air arrivals at designated airports in Canada by contacting the nearest Airport of Entry (AOE). For entries between ports of entry or at non-designated AOE's, please contact the closest port of entry for clearance and further direction.
- ✈ From a Canadian perspective, matters related to the use of “trans boundary waters” (Bucketing/Skimming) fall outside the jurisdiction of the Canada Border Services Agency. However, aircraft entering Canada for this purpose are subject to reporting regulations and procedures. As a point of reference, The International Boundary Waters Treaty Act, an Act respecting the International Joint Commission established under the treaty relating to boundary waters and to questions arising along the boundary between Canada and the United States, specifically grants an exception to the prohibition of bulk removal of water from Canadian boundary waters or “trans boundary waters” (Bucketing/Skimming).
- ✈ The Canada Border Services Agency does not have a body comparable to the Air Marine Operations Centre (AMOC).
- ✈ Further, the subsequent reporting of the return of Yukon Territory Air tankers and personnel, following their deployment in Alaska, should be done following all established measures and should include contacting the nearest CBSA AOE as per the contact information

(United States)

- ✈ Arrivals by aircraft will be treated similar to those at the land border. However, every effort should be made to identify inadmissible crew-members, *prior to departure* for the United States.
- ✈ Aircraft that will actually land in the United States must arrive and clear at a designated CBP airport. Except in very rare circumstances, *prior to proceeding to a fire scene*; those exceptions MUST be coordinated in advance through the Area Port Director, nearest Border Patrol Sector, *and* the Air Marine Operations Center (AMOC) in Riverside, California. Please see section “F” for the emergency contacts.
- ✈ Aircraft fire operations may include air observer flights or fire retardant drops or water bucketing where the aircraft does not actually land in the United States (“splash and dash”). It is important that these be properly coordinated with the Air Marine Operations Center (AMOC) and Border Patrol as noted below.
- ✈ AMOC is familiar with and recognizes distinct “squawk” codes to forestry and firefighting aircraft operating near the border. 1255 is the squawk assigned to firefighting aircraft unless some other emergency code has been designated by the FAA for a specific mission.
- ✈ When any fire operations are taking place near the border and between ports of entry, AMOC (1-800-553-9072 calling from USA or 1-951-656-8050 calling from Canada) and the nearest Border Patrol Sector must be contacted. The Spokane Sector Dispatch Center will be the primary point of contact and will provide notification to other Sectors as needed. Spokane may be contacted 24/7 at: (800) 218-9788, fax (509) 353-2750, or by email at SPW-DISPATCH@dhs.gov.
- ✈ CBP has special notification procedures for ***mobilizing Yukon Territory Airtankers (YT)*** into Alaska

- Resource Information
 - a. Obtain aircraft tail numbers of all aircraft from Yukon Duty Officer
 - b. Obtain the names and date of birth of all flight crew members
 - c. Obtain citizenship of all flight crew members
- Notify U.S. CBP Port Director at 907-774-2252 of plan to move Yukon Airtanker(s) and Birddog into Alaska. Provide the above info in a, b and c. Provide fire location and notify CBP of estimated arrival times.
- Inform CBP whether the Tanker will do a single drop and immediately return to the Yukon (“splash and dash”) or if the ship will be reloading in Alaska. If the latter, include the name of the Alaska tanker base that the aircraft will be operating from.
- If known, provide estimated times of departure from Alaska.
- Upon arrival at the Alaska tanker base, the flight crew leader will need to establish contact with CBP officials at 907-774-2252. The State Coordinator at AICC (or designee) must ensure that this phone contact occurs.
- **Release back to YT:** Notify CBP at 907-774-2252 when the aircraft is released back to Canada. CBP requests that Yukon Territory aircraft depart Alaska through Northway. This will enable the flight crew to “clear” Customs outbound. If aircraft are unable to land at Northway on their way out of Alaska, the aircraft will bypass CBP and proceed directly to their home base in the Yukon Territory. In this event, the State Coordinator at AICC will notify CBP by phone and provide written notice within 10 days of the aircrafts’ return to the Yukon Territory. The notice should include the date and time of departure and the number of days spent in Alaska.

**E. CANADA BORDER SERVICES AGENCY CONTACT NUMBERS
(Non-Emergency and Emergency - 24 Hours)**

In the event that you are seeking entry at an **established port of entry**, with personnel and goods, please contact the numbers provided in *Appendix B-3* of this document. Be prepared to provide by phone or fax, all information requested by the CBSA regarding the personnel and goods (as identified in the preceding sections). Every effort will be made to facilitate your entry and provision of the required information as soon as possible will ensure the most efficient planning and processing.

In the event that you are seeking entry or returning to Canada under **exigent circumstances**, by land or air, at a place where there is **no established port of entry**, please contact one of the following CBSA points of contact identified in Appendix B-3. Please be prepared to provide by phone or fax, all information to the CBSA regarding the personnel and goods (as identified in the preceding sections). Every effort will be made to facilitate your entry, and provision of the required information as soon as possible will ensure the most efficient planning and processing. Please select the point of contact based on the location of entry/re-entry to Canada.

NOTE:

For all matters related to advance planning and policy, and program areas please contact the CBSA Regional Emergency Management Coordinator:

Anita Barr, Regional Emergency Management Coordinator
 Canada Border Services Agency
 Tel.: (604) 834-4711
 Fax: N/A
Anita.Barr@cbsa-asfc.gc.ca

Please note that the numbers provided for the Regional Emergency Management Coordinator are **not monitored 24/7. For strictly operational matters related to an active or anticipated fire response plan, please consult the contact list to communicate directly with the closest CBSA operation.

F. UNITED STATES CUSTOMS AND BORDER PROTECTION CONTACT NUMBERS

Contact the Port Director or Supervisory CBP Officer at the Port of Entry you plan to enter through. They can directly facilitate your movement and are the best points of contact. The list that follows covers port locations starting in the west and moving eastward.

Customs and Border Protection has also established a coordinator for Washington, Idaho, Montana, North Dakota and Minnesota to deal with any problems that arise and to assist you with overall policy issues and advance planning:

All Areas

Mark W. Hanson, Supervisory CBP Officer

U.S. Customs and Border Protection
Great Falls, Montana International Airport
1620 Airport Drive; Great Fall, MT 59404
Office: 406-791-6116 Cell: 406-564-0946
E-Mail: Mark.w.hanson@cbp.dhs.gov

For Washington

Ronald Arrigoni

Area Port Director, Oroville, Washington
Office: 509-476-3441
Email: Ronald.T.Arrigoni@cbp.dhs.gov

In the event of an emergency, CBP has an established point of contact to assist the facilitation of crews into the U.S. This should be used in irregular emergencies when time is critical. Please ask to speak with the Duty Chief.

Customs and Border Protection

Command Center Duty Chief

For Montana and Idaho

406-335-9630 fax 406-335-2611

For Washington

360-332-7611 fax 360-332-2390

NOTE: In an emergency, if unavailable at any of these numbers, call CBP's National Communications Center at 1-800-XSECTOR (800-973-2867) and request that the dispatcher contact SCBPO Kenneth Huber or his designate.

APPENDIX F
Special Management Considerations
Letter of Expectation or Direction for Fire Support

SPECIAL MANAGEMENT CONSIDERATIONS

Special management considerations are tactics required for land and resource management and/or environmental constraints. These tactics can be used because of:

- Wilderness
- National Park
- Critical wildlife habitat or endangered species
- Critical watersheds
- Cultural Resources
- Public use and safety
- Land ownership

Because of these considerations they may require different measures related to:

- Use of heavy equipment, mechanized equipment
- Use of retardant; i.e. restrictions related to streams
- Water sources
- Trigger points for certain suppression actions
- Fireline rehabilitation requirements
- Coordination with Incident Management Teams
- Smoke
- Key Contacts

LETTER OF EXPECTATION OR DIRECTION FOR FIRE SUPPORT

A letter of expectation or direction can be issued for initial, extended or large fire support. The letter gives approval and direction for fire operation actions within an identified area. The letter may address objectives, priorities, expectations, guidelines, any special management considerations and suppression requirements.

APPENDIX G

2 Examples for Negotiated Extended Fires

ADDENDUM TO BRITISH COLUMBIA & NW UNITED STATES WILDFIRE RESPONSE BORDER ARRANGEMENT (Border Arrangement)

This addendum is to give approval to BC Wildfire Service and provide direction for fire operations actions within the Colville National Forest. The Stickpin Fire is threatening the boundary between the US and Canada. According to the "Border Arrangement" each agency has the authority to engage in suppression of wildfires that threaten values along the international border.

The Agencies, US Forest Service and British Columbia Wildfire Service, agree that it is mutually beneficial to take appropriate action on the Stickpin Fire to address the threat to values located within British Columbia, Canada. Appropriate action includes the use of helicopters, air tankers, dozers, pumps, chainsaws, etc. This approval includes dozers, tractors, feller bunchers or any other type of tracked earth moving equipment or harvesting equipment. Aerially delivered fire retardant is also approved for use within the National Forest.

The parties agree the British Columbia Wildfire Services will be assigned a designated branch on the north and northeast sides of the fire that is threatening British Columbia. The area of responsibility is shown on the attached map.

BC Wildfire Service will be responsible for:

- Oversight of all personnel, aircraft and equipment assigned to their branch;
- All costs of personnel, aircraft and equipment associated with the assigned branch;
- Establishing dozer lines in conjunction with US Forest Service standards;
- Use of Canadian aircraft will be coordinated with the Stickpin Fire Air Branch Director
- Working with the Resource Advisor assigned to the Branch

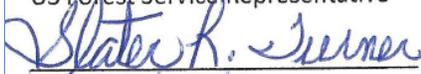
US Forest Service will responsible for:

- Lodging and food will be provided by the Stickpin Fire Base Camp
- Operational briefings, planning and logical support
- Rehabilitation works associated within BC Wildfire Service's branch

A USA type two incident management team (Mike Ciraulo Incident Commander) is presently managing the Kettle Complex on the US side of the border. A British Columbia incident management team has been assigned to manage the Canadian branch #3 of the Stickpin Fire as shown on the attached map. The Canadian Branch will coordinate all efforts on the US side of the border through Stickpin Fire IMT. There should be no independent action without first coordinating with the other agency that affects the border.

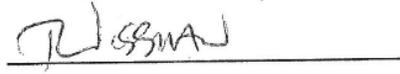
As always firefighter and public safety is our first concern. Conduct your operations with safety as your first priority.

US Forest Service Representative



Date: 8/23/15

BC Wildfire Services Representative



Provincial Wildfire
Coordination Officer

Date: Aug 22/2015

ADDENDUM TO BRITISH COLUMBIA & NW UNITED STATES WILDFIRE RESPONSE BORDER ARRANGEMENT

This addendum is to provide direction to responders engaged on the cross-border fire originating in Kootenai National Forest, Caribou Fire, Incident #MT-KNF-000174 and BCWS N1-1844 Linklater Creek Fire. This addendum does not supersede conditions and requirements outlined in the BC & NW United States Wildfire Response Border Arrangement or Operating Guideline 2017.

This fire is currently burning on both sides of the International border, primarily in a remote area within Kootenai National Forest, and extensive harvesting cut blocks in the headwaters of Linklater Creek, BC.

The agencies, US Forest Service and BC Wildfire Service, agree that it is mutually beneficial to take appropriate action on these fires to address the threat to values located within British Columbia, Canada and the area of Northwest Montana of the United States. Appropriate action includes the use of helicopters, air tankers, dozers, tractors, tracked earth moving equipment or harvesting equipment, pumps, chainsaws, etc. Aerially delivered fire retardant is also approved for use within the National Forest.

The parties agree the British Columbia Wildfire Services (BCWS) will be assigned a designated branch on the north side of the fire, which will be fully within British Columbia. Inclusion in the IMT organization structure will enhance communications, contact, and sharing of information.

To ensure the safety, effectiveness, and efficiency for both agencies and responders the following direction is provided;

- All aircraft responding to the incident will contact Caribou Fire, Air Operations Branch Director, (or designate) when approaching within five nautical miles of the incident. This will ensure all aircraft are accounted for and conflicts are avoided. This does not restrict either agency from implementing operational requirements, including the use of air tankers.
- Daily planning meeting will be held which include representation of both agencies for joint coordination of strategies and tactics to maximize the effectiveness of operations. Planned aircraft use for both sides will be communicated and included in the Incident Action Plan.
- Safety is paramount to all responders thus significant weather events (cold fronts, wind speed), and changes to fire behaviour (spotting) should be communicated as soon as possible. In addition, prior to a burn off taking place the planned event should be communicated.
- Rehabilitation will be completed by the agency with land management jurisdiction.

A USA type two Incident management team (Shawn Pearson-Incident commander) is presently managing the Caribou fire for the Kootenai NF on the US side of the border. The British Columbia wildfire Service will be assigned to manage the Canadian Branch of the Caribou fire. Each agency will coordinate all efforts on the border through the Caribou Fire IMT. There should be no independent action without first coordinating with the other agency that affects the border

As always firefighter and public safety is our first concern. Conduct your operations with safety as your first priority.

US Forest Service Representative
Christopher S. Savage, Forest Supervisor, KNF
US Forest Service Representative


Christopher S. Savage, Forest Supervisor, KNF

Date: 8/31/2017

BC Wildfire Services Representative
Provincial Wildfire Coordination Officer, BC
BC Wildfire Services Representative


Provincial Wildfire Coordination Officer
T. ROSSMAN

Date: 08/31/17

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