

## Exhibit O. Idaho Master Agreement Change Form

Note: Amendments to the Master Agreement should be proposed with regional (federal) or bureau (state) level concurrence from the agency(ies) proposing the change. Changes can also be proposed from interagency group's subject matter experts (Incident Business, Dispatchers, etc.).

Submit this Change Form to the Directors of the agencies party to this agreement no later than November 1<sup>st</sup>. Approved proposals will be implemented no later than February 1<sup>st</sup> in order to facilitate final distribution before fire season.

All fields must be completed.

### Proposing Unit

What is the proposing unit or group (i.e., Business Group, Field Office, Dispatch Zone)?

### Proposal Point of Contact

What is the name, agency, email address, and phone number of the proposal's point of contact?

Name	Agency	Email	Phone

### Description of Proposed Change

Identify the Section or Exhibit affected by the proposed change.

**Note:** if the change is to the [Idaho Cooperative Fire Protection Map](#), you must have concurrence from your agency's Director; provide geographic description and attach a PDF map for proposed changes to boundaries or methodologies.

*These fields are completed by representatives of the Directors of the agencies that are parties to the agreement*

Proposal Approved by Directors? Yes  No

Decision Rationale:

*If the proposal is approved by the Directors, this change form will be signed by the Idaho State Fire Director and a federal-level Director representing all federal directors of agencies party to the agreement. Once signed, the Master Agreement will be updated. If the change necessitates formal modification, Northern Region Coop Fire AD will initiate that process.*

State Fire Director

Federal-Level Director