

1 **NORTHERN ROCKIES COORDINATING GROUP (NRCG)**  
2 **NWCG STANDARDS FOR INTERAGENCY INCIDENT BUSINESS MANAGEMENT**  
3 **SUPPLEMENT**

4 **CHAPTER 50 – INTERAGENCY COOPERATIVE RELATIONS**

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6  
7 **Supplement No:** NR-2026-6

8 **Effective Date:** June 1, 2026

9 **Duration:** Effective until superseded or removed

10 **Approved:**

11 */s/ Ryan Melin*

12 **Ryan Melin**

13 **Chair**

14 **Posting Instructions:** Post by document, remove entire document, and replace with this supplement.  
15 Retain this transmittal as first page of document.

New Document	NR-2026-6	17 Pages
Superseded Document(s) by Issuance Number and Effective Date	NR-2025-6 (5/1/2025)	28 Pages

16 **Digest:**

17 **Exhibit NR10-Updates Montana Department of Natural Resources (DNRC) for the following:**

18 **Exhibit NR11- Idaho Department of Lands**

19 **Exhibit NR12 – North Dakota Forest Service**

20 Removed all state and cooperator personnel and equipment detail. All incident business information and  
21 a general outline of the State of North Dakota, NDFS, and Local Fire Departments operating procedures  
22 can be found on the NDFS Fire Management webpage at: [www.ndsu.edu/ndfs/fire](http://www.ndsu.edu/ndfs/fire).

23 **Exhibit NR13- South Dakota Wildland Fire Division**

1 **FORMAL AGREEMENTS**

2 **Agreements between Federal, State Fire Organizations and Local Governments**

3 This supplement outlines some incident business management procedures specific to Montana DNRC,  
4 the Idaho Department of Lands (IDL), the North Dakota Forest Service (NDFS), and the South Dakota  
5 Wildland Fire Suppression Division (SD WFS) that differ from the NWCG Standards for Interagency  
6 Incident Business Management (SIIBM) handbook. The information contained here, and the web links  
7 to more specific information, will apply when working on fires under the protection of the respective  
8 agency or when working with state employees, county employees, or city, county, or rural fire  
9 departments from the respective states.

10 **Exhibits: NR10 – Montana Department of Natural Resources and Conservation**

11 **NR11 – Idaho Department of Lands**

12 **NR12 – North Dakota Forest Service**

13 **NR13 – South Dakota Wildland Fire Division**

1 **EXHIBIT NR10**

3 **01.1 MONTANA DNRC GENERAL INFORMATION**

4 The Montana DNRC subscribes to general direction contained in the NWCG Standards for Interagency  
5 Incident Business Management (SIIBM) handbook. Information regarding specific incident business  
6 operating procedures for local government and the DNRC can be found in the Montana Incident  
7 Business Operating Guidelines for Firefighting Resources (MIBOG), located under DNRC Business  
8 Manuals at: <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>.

9 Information regarding mobilization of local government can be found in the NRCG LGFF Mobilization  
10 Guide at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>.

11 For further information contact one of the six Area Land Offices, the Forestry Division, or the Fire  
12 Protection Bureau:

13 **LAND OFFICES:**

14	Central Land Office	Helena, MT	(406) 458-3500
15	Eastern Land Office	Miles City, MT	(406) 232-2034
16	Northeastern Land Office	Lewistown, MT	(406) 538-7789
17	Northwestern Land Office	Kalispell, MT	(406) 751-2240
18	Southern Land Office	Billings, MT	(406) 247-4400
19	Southwestern Land Office	Missoula, MT	(406) 542-4200

20 **FIRE PROTECTION BUREAU:** Missoula, MT (406) 542-4250

21 **FORESTRY DIVISION:** Missoula, MT (406) 542-4300

22 **BILLING:**

23 DNRC will use applicable LGFF equipment rates and actual personnel costs for purposes of billing  
24 other agencies and private entities for fire suppression services. LGFF equipment rates can be found in  
25 the MIBOG located at: <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>.

26 **01.2 EMERGENCY MEDICAL SERVICES**

27 Emergency Medical Services (EMS) are available in the State of Montana through the regular ordering  
28 process at interagency dispatch centers. The preferred method of hiring EMS personnel and  
29 equipment/vehicles in Montana is: 1) Local EMS Jurisdiction (Public); 2) Sponsored Agency personnel  
30 licensed in Montana; and 3) Montana Fire Service Organizations, providing EMS services.

31 **01.3 EMERGENCY FIREFIGHTERS (EFFS) AND OTHER STATE OF MONTANA**  
32 **EMPLOYEES**

33 DNRC has six (6) Area Land Offices with various Unit Offices, and the Fire Protection Bureau that  
34 engage in statutorily mandated wildland fire suppression and all hazard incident activities. In some  
35 areas of the state, DNRC hires seasonal firefighter positions annually. As needed, DNRC also hires  
36 temporary, Emergency Firefighters (EFFs) for individual emergency operations that require more  
37 personnel than are already on staff.

#### 01.4 AGENCY ASSISTANCE WITH LGFF

When five or more LGFF resources are dispatched to an incident, DNRC or the Incident Management Team (IMT) may furnish a Technical Specialist to assist with any issues concerning personnel or equipment with the goal of helping mitigate significant differences which may arise and to ensure the departments are signed up properly. This person works for the IMT and is commonly housed in the Finance Section. This person is responsible for coordinating with the Incident Commander and the Command and General Staff on matters pertaining to resources (equipment and personnel) and in some cases jurisdictional responsibilities of LGFF resources associated with the incident and assists in the day-to-day operations with the LGFF.

#### Technical Specialist Position Responsibilities:

- Advise the Agency Administrator, Incident Business Advisor, and the IMT of the area LGFF jurisdictional responsibilities, including mutual aid responsibilities.
- Review contract or agreement specifications (such as Operating Agreements, MOUs, IA Agreements, and/or DNRC Incident Rental Agreements, etc.) regarding pay (equipment and personnel).
- Review business management activities to assure compliance with legal and fiscal requirements and efficient use of resources. Includes property management, law enforcement, and civil rights.
- Prepare a checklist of items that the Finance/Administration Section Chief (FSC) and the IMT need to be aware of; include terms and conditions of operating plans or agreements.
- Review job responsibilities and assignments for LGFF personnel.
- Monitor local jurisdictional agency responses in meeting jurisdictional responsibilities.
- Attend incoming briefing with the IMT if possible; make contact with the FSC.
- Attend planning sessions and make known the availability of LGFF resources, such as the length of commitment, rotating personnel, and impacts to local government operations.
- Through the FSC, provide information on use of equipment and personnel. Coordinate with the Logistics Section Chief (LSC) to identify problem areas for the LGFF such as interaction with the IMT and logistical support.
- Coordinate with the FSC and the LSC to ensure timekeeping and recording is completed. Provide assistance to appropriate personnel on timekeeping, travel, accidents, injuries, personnel problems or emergencies and other administrative needs.
- Check for compliance with equipment specifications, certification, engine typing, and Federal Excess equipment use guidelines.
- Ensure safety, personal protective equipment, other equipment, and actions of the LGFF personnel are consistent with approved standards.
- Assist the IMT in providing for the well-being and safety of assigned LGFF resources.
- Assist the IMT in the demobilization (if necessary) of LGFF resources.
- Provide direction for distribution of pay documents.

#### 01.5 MONTANA NATIONAL GUARD

All time is kept by the National Guard designated member and will be forwarded to Department of Military Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents

1 clearly as National Guard and include military rank of individual. The DMA will bill DNRC for all  
2 federal and state supported fires.

3 National Guard personnel are paid a daily rate. National Guard personnel do not receive hazard pay or  
4 any other pay differential. National Guard personnel are covered under Montana's Workers  
5 Compensation Insurance Program through the Montana State Fund. National Guard personnel are  
6 reimbursed for travel per diem expenses according to State of Montana regulations.

7 In administrative dealings with National Guard personnel, the chain of command should be respected.  
8 Disputes or discussions with individual National Guard personnel should include the individual's  
9 superior ranking supervisor.

10 **Responsibility for payment:** If the resources are ordered through DES, the ordering entity is  
11 responsible for payment as in the case of a local government or sheriff's office ordering the National  
12 Guard for evacuations. If the resource is ordered by the incident to assist in fire suppression or other  
13 duties associated with the fire, the host agency is responsible for payment.

14 The Memorandum of Agreement can be found at: [https://dnrc.mt.gov/Forestry/Wildfire/agreements-](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)  
15 [plans-guides](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides).

## 16 **01.6 MONTANA DEPARTMENT OF CORRECTIONS**

17 Through a cooperative agreement/operating plan between the Montana DNRC, the Montana  
18 Department of Corrections (DOC), and Montana State Prison (MSP), correctional officers and low  
19 security inmates form a Type 2 Hand Crew referred to as the Deer Lodge Crew. The Deer Lodge Crew  
20 is normally comprised of 15 inmates (FFT2s), 3 correctional officers (FFT1s), and always supervised by  
21 a DNRC crew boss (CRWB). The crew may be used on any wildland fire incident, regardless of  
22 jurisdiction, within the State of Montana.

23 The Deer Lodge Crew is a resource of the DNRC Southwestern Land Office (SWLO) and is dispatched  
24 through the Missoula Interagency Dispatch Center (MDC).

25 All costs in support of other agencies will be paid through DNRC and reimbursed through the Montana  
26 Cooperative Wildland Fire Management Agreement. It is the responsibility of the host agency to  
27 forward the completed payment packages/timekeeping documents to the DNRC Anaconda Unit, 1300  
28 Maguire Road, Anaconda MT 59711, after release from the incident. The Anaconda Unit will audit the  
29 payment packages prior to submission to the Department of Corrections.

30 The Department of Corrections will bill DNRC for the personnel costs of overtime hours for  
31 correctional officers and regular hourly rates for inmates (no overtime) per the DOC cooperative  
32 agreement/operating plan. Correctional officers and inmates do not receive hazard pay or any other pay  
33 differential. Correctional officers and inmates are covered under the Montana Workers' Compensation  
34 Insurance Program (see Section 01.3-7) by the Department of Corrections. Correctional officers may  
35 use the commissary, if one is provided, on a cash basis. Inmates are not allowed commissary privileges.

36 The assigned DNRC crew boss will be the administrative contact for the Deer Lodge Crew and will  
37 consult with the correctional officers in matters regarding security.

38 The DOC cooperative agreement/operating plan can be found at:  
39 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

1 **01.7 MONTANA DEPARTMENT OF TRANSPORTATION (MDT)**

2 There is a Memorandum of Understanding with the DOT to provide for the safe and efficient movement  
3 of road users through or around temporary traffic control zones created by incident management  
4 activities. It can be found under Mobilization Guides at:

5 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

6 Coordinate with the host unit, Incident Business Advisor and/or Agency Administrator to verify that the  
7 use of these resources is within the authority of the host agency.

8 **01.8 MONTANA HIGHWAY PATROL**

9 There is an agreement between the State of Montana DNRC and the Montana Highway Patrol, for  
10 mobilizing law enforcement to ensure public and firefighter safety by providing traffic control and  
11 security for roadways and property. The agreement is located on-line at:

12 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

13 Coordinate with the host unit, Incident Business Advisor and/or Agency Administrator to verify that the  
14 use of these resources is within the authority of the host agency.

15 **01.9 MONTANA SHERIFFS AND PEACE OFFICERS**

16 There is an agreement between the State of Montana DNRC and the Montana Sheriffs and Peace  
17 Officers for mobilizing law enforcement for an evacuation event which has exceeded local capacity.

18 The MSPOA agreement is located on-line at: [https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)  
19 [guides](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)

20 Law Enforcement Vehicle for incident use - \$140/Day + Fuel, NO Mileage Paid - Law Enforcement  
21 Vehicles ordered by the host incident agency utilized for work outside the normal scope of law  
22 enforcement duties such as roadblocks and incident security should be reimbursed at this un-operated  
23 rate. Vehicles must be ordered by the incident agency to perform duties beyond their normal assigned  
24 duties. Payment will not be made for additional attributes such as computers, radios, scene lighting, etc.,  
25 unless specifically negotiated and ordered by the incident on a case-by-case basis. Fuel and operating  
26 supplies will be reimbursed but NO MILEAGE will be paid. Notation must be made on the daily shift  
27 tickets that the vehicle was used as a Law Enforcement Vehicle. This daily rate is not subject to first or  
28 last day prorating.

29 Coordinate with the host unit, Incident Business Advisor and/or Agency Administrator to verify that the  
30 use of these resources is within the authority of the host agency.

31 **01.10 CLAIMS**

32 Claims arising under the jurisdiction of the State of Montana are negotiated by the responsible Line  
33 Officer or his or her designee, who must be named on the DNRC Authorized Signers List. When  
34 possible, claims should be settled at the incident. Settled claims may require an S (supply) resource  
35 order number for reimbursement/payment. For comprehensive information on handling claims against  
36 DNRC, see Chapter 370 in the DNRC 300 Incident Business Management Manual, or contact the  
37 Forestry Division Office, Department of Natural Resources and Conservation, 2705 Spurgin Road,  
38 Missoula, Montana 59804; office phone: (406) 542-4300.

39 **01.11 OTHER REFERENCE MATERIALS FOR MONTANA**

40 **01.11-1 NRCG Mobilization of Local Government Firefighting Resources**

41 Information contained within the Mobilization of Local Government Firefighting Resources guides the  
42 safe, cost effective, and timely hiring and mobilization of Montana’s Local Government Forces. This  
43 mobilization guide is most commonly referred to as the “Umbrella Document,” and provides guidance

1 on how Local Government Forces are made available to Northern Rockies (NR) cooperating agencies  
2 and the interagency wildland fire system.

3 This document may be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

#### 4 **01.11-2 DNRC 300 Manual - Incident Business Management**

5 This internal manual provides incident business management guidance to DNRC employees and  
6 cooperating agency personnel on managing DNRC wildland fire incidents according to State-specific  
7 policies and procedures. This document may be found on-line at:  
8 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>.

#### 9 **01.11-3 DNRC 900 Manual - Wildland Fire Suppression**

10 This internal manual provides guidance to DNRC employees and cooperating agency personnel on  
11 wildland fire suppression policies and procedures within Montana. This document may be found on-line  
12 at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

#### 13 **01.11-4 DNRC IBA Operating Guidelines/DNRC IBA Job Aid**

14 These documents provide guidance to DNRC employees and cooperating agencies on the State's  
15 general operating guidelines relating to fire business management and the role of DNRC Incident  
16 Business Advisors. They may both be found on-line at: [https://dnrc.mt.gov/Forestry/Wildfire/forms-  
17 information](https://dnrc.mt.gov/Forestry/Wildfire/forms-information)

#### 18 **01.11-5 DNRC Local Government Fire Force (LGFF) Incident Rental Agreement**

19 Local Government Fire Force (LGFF) equipment are hired on one (or more) DNRC Incident Rental  
20 Agreements: Unoperated IRA, Fully Operated IRA, or Option 3-Unoperated. Equipment must meet the  
21 accepted typing standards set forth in this supplement. Year-to-Year agreements (single year) are the  
22 preferred method, but an Area or Unit office may initiate a multi-year agreement for up to a three-year  
23 (3-year) period. LGFF Equipment hired Fully Operated (under Hiring Option 2) or hired under Option 3  
24 are eligible to accept assignments outside the Northern Rockies Geographic Area. Incident Rental  
25 Agreements templates may be found on-line at: [https://dnrc.mt.gov/Forestry/Wildfire/local-  
26 government-fire-forces](https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces)

#### 27 **01.12 FEMA GUIDELINES**

28 Montana DNRC may request that a fire threatening lives, property, and critical infrastructure that would  
29 have potential for a major Presidential disaster; be declared a FEMA fire to receive a Fire Management  
30 Assistance Grant (FMAG).

31 FEMA evaluates a fire threat using four criteria:

- 32 1. The threat to lives and improved property, including threats to critical facilities/infrastructure,  
33 and critical watershed areas.
- 34 2. Availability of state and local firefighting resources.
- 35 3. High fire danger conditions, as indicated by nationally accepted indices such as the National  
36 Fire Danger Rating System.
- 37 4. Potential for major economic threat.

38 The request is approved or denied based on:

- 39 1. The conditions that existed at the time of the state's request.

1        2. Whether the fire or fire complex threatens to cause a major disaster.

2        These grants do not provide assistance to individual home or business owners and do not cover other  
3        infrastructure damage caused by the fire.

4        FEMA will reimburse state and local governments 75 percent of the eligible fire management costs. All  
5        eligible work and related costs must be associated with the incident period of a declared fire.

6        If a fire is a FEMA declared fire, state agencies, local government agencies, and Tribal governments  
7        may apply as sub-grantee applicants. Applicants applying for sub-grantee status must be legally  
8        responsible for the firefighting activities for which reimbursement is requested.

9        Volunteer firefighting organizations that were created under a local statute or resolution giving them  
10        taxing authority are considered to be separate and distinct from the county in which they operate. These  
11        volunteer organizations are trustee operated and are eligible applicants.

12        Examples of eligible fire management costs:

- 13        • Firefighting and support services
- 14        • Equipment and supplies
- 15        • Evacuations
- 16        • Sheltering
- 17        • Traffic control/barricading
- 18        • Security
- 19        • Emergency Operations Centers
- 20        • Temporary repairs of damage caused by firefighting activities, not by the fire itself.

21        If a fire is a FEMA declared fire, DNRC will continue to pay according to the guidelines in the SIIBM.  
22        Local government or tribal entities may request reimbursement for eligible costs not normally paid by  
23        DNRC. Examples would be:

- 24        • Costs during the first 24 hours of a fire within your jurisdiction.
- 25        • Equipment costs when the fire is within your jurisdiction.
- 26        • Donated resources:
  - 27            ○ Value of volunteer labor
- 28        • Category B expenses:
  - 29            ○ Search and rescue
  - 30            ○ Provision of shelters or emergency care
  - 31            ○ Sandbagging
  - 32            ○ Provision of food, water, ice, and other essential needs
  - 33            ○ Removal of health and safety hazards

34        MT DNRC may request an additional fire package from the host agency for FEMA declared fires.

1 **EXHIBIT NR11**

2  
3 **IDAHO DEPARTMENT OF LANDS**

4 The Idaho Department of Lands (IDL) utilizes the standard forms contained in the NWCG Standards  
5 for Interagency Incident Business Management. Additional information regarding specific policies is  
6 contained within the IDL Incident Business Operating Guide (IBOG). The IBOG will be provided to  
7 Incident Management Team (IMT), Buying Team, and expanded dispatch personnel assisting on  
8 incidents under the jurisdiction of IDL. The IBOG, Idaho Cooperative Mobilization Agreement  
9 (ICMA), and additional IDL agreements and resources, may be found on the IDL Incident Business  
10 web page under Fire Management on the IDL public web site at:

11 <https://www.idl.idaho.gov/fire-management/incident-business/>

12 For further information and clarification, please contact:

13  
14 Amber Honsaker  
15 Deputy Chief, Fire Business  
16 Phone: 208-666-8644  
17 Cell: 208-416-3791

18  
19 Nicole Lee  
20 Fire Business Program Specialist  
21 Phone: 208-666-8648  
22 Cell: 208-860-4267

23  
24 Bureau of Fire Management  
25 3284 West Industrial Loop  
26 Coeur d'Alene, ID 83815-6021  
27 Phone: 208-769-1525  
28 Duty Officer: 208-416-3604

29 **1. STATE AND COOPERATOR PERSONNEL AND EQUIPMENT**

30 The IDL IBOG, ICMA, and other agreements can be found at:

31 <https://www.idl.idaho.gov/fire-management/incident-business/>

32 **Wildland Firefighter Differential Pay (H-Pay)**

33 Wildland Firefighter Differential pay is a form of Hazard pay. Employees of the Idaho Department of  
34 Lands and Idaho Timber Protection Associations that are involved in wildland fire suppression duties  
35 involving exposure to hazards associated with the suppression of wildland fires are entitled to receive  
36 Hazard Pay.

37 Idaho Department of Lands Hazard Pay is based on Direct Exposure.

38 Employees must be performing duties within or adjacent to the perimeter of an uncontrolled wildfire of  
39 any size in which action is being taken to control the fire. Such action includes operations, which

1 directly support control of the fire (e.g., activities to extinguish the fire, ground scouting, spot fire  
2 patrolling, search and rescue operations, intelligence gathering, and firing operations).

3 For aviation/helibase operations, employees must be performing duties that directly support fire  
4 suppression operations.

5 **Incident Documentation:** All personnel must utilize an Incident Crew Time Report SF-261 (CTR) to  
6 record hours, rounded to the nearest half hour, based on actual time performing hazardous duties.

7 On-Shift Time: Time of actual work, ordered standby, travel and Hazardous Duty Differential that has  
8 a specific start and ending time.

9 H-Pay shall be recorded by placing a note describing the hazard category in block 11 of the CTR. Hours  
10 must be clocked based on actual exposure and rounded to the nearest half hour.

11 More information is available on the Idaho Department of Lands Incident Business website listed  
12 above.

## 13 **2. EMERGENCY MEDICAL SERVICES**

14 ALL EMS providers working within the State of Idaho must meet minimum license standards, as  
15 determined by the Idaho Department of Health and Welfare, Emergency Medical Services (EMS)  
16 Bureau.

17 To provide Emergency Medical Service (EMS) in the state of Idaho, there are three (3) requirements:

- 18 1. Individual must hold an EMS license issued by the State of Idaho, and
- 19 2. Affiliated with an Agency that holds an EMS license issued by the State of Idaho, and
- 20 3. Affiliated with a Medical Director that holds a license to practice medicine in Idaho, issued  
21 by the State of Idaho

22  
23 Emergency Medical Services (EMS) is available in the State of Idaho through the regular ordering  
24 process at interagency dispatch centers. The preferred priority of hiring EMS personnel and  
25 equipment/vehicles in Idaho is:

- 26 1. Local EMS Jurisdiction
- 27 2. Agency personnel licensed in Idaho
- 28 3. Idaho Fire Service Organizations or local government
- 29 4. Private-owned EMS under contract or available for Incident Only Agreement
- 30 5. Out of state resources provided through states participating in the Recognition of EMS  
31 Personnel Licensure Interstate Comp Act (REPLICA); and
- 32 6. Out of state resources authorized under the Limited Request for Recognition.

33  
34 The EMS Compact, enacted by legislation in states, protects the public and enhances the Emergency  
35 Medical Services system in the United States. The EMS Compact facilitates the day-to-day movement  
36 of EMS personnel across state boundaries in the performance of their EMS duties as assigned by an  
37 appropriate authority. The EMS Compact authorizes state EMS offices to afford immediate legal  
38 recognition to EMS personnel licensed in another member state.

39 The EMS Compact is not a form of EMS licensure reciprocity. The EMS Compact extends a privilege  
40 for EMS personnel from member states to practice on a short-term, intermittent basis under approved

1 circumstances in other member states. When an IMT is assigned to an incident it is their responsibility  
2 to follow the procedures as described below. When an IMT is not assigned to an incident, it is the host  
3 agency's responsibility to ensure the procedures below are followed.

#### 4 IMT or Host Agency Responsibilities

5 It is the IMT's responsibility to coordinate with the Idaho EMS Bureau in Boise to ensure all EMS  
6 personnel working on wildfire incidents are licensed and working within their authority. They shall:

- 7 1. Contact the Idaho EMS Bureau at: Telephone 208-334-4000, Fax 208-334-4015, or Email  
8 [EMSProvLic@dhw.idaho.gov](mailto:EMSProvLic@dhw.idaho.gov) to establish a direct communication for incident support. The  
9 EMS Bureau provides written approval to the IMT for EMS personnel working on incidents.  
10 For incidents occurring outside of normal business hours, contact Idaho State Communications  
11 at 208-846-7610, who will facilitate direct contact with the EMS Bureau.
- 12 2. Keep the following forms on file at the incident for Idaho EMS Bureau review:
  - 13 a. Letter from the EMS provider's medical director, giving them authority to work on the  
14 wildfire incident.
  - 15 b. Copy of EMS license (referred to as "certification" in some states) for personnel
  - 16 c. Copy of license and cover letter, for EMS agency.
  - 17 d. **Out-of-state EMS personnel** must complete the "Limited Request for Recognition"  
18 form unless they are a participant REPLICIA state. Information on REPLICIA is found at  
19 <http://www.emsreplica.org> and coordinated through the Idaho Department of Health and  
20 Welfare's EMS Bureau.

21 The *Limited Request for Recognition form* can be found online at the Idaho EMS Bureau  
22 website at:

23 [https://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/AgencyLi  
censure/tabid/1602/Default.aspx?QuestionID=307&AFMID=17625](https://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/AgencyLi<br/>24 censure/tabid/1602/Default.aspx?QuestionID=307&AFMID=17625)

25 Per the Idaho Administrative Procedures Act (IDAPA) 16.01.07.140, an individual  
26 possessing an EMS license (or certification) from another state must have prior  
27 recognition before providing EMS patient care in Idaho. This may be accomplished  
28 under the conditions of an interstate compact with Idaho when one is in place from the  
29 state where the provider is licensed, or limited recognition is granted by the EMS  
30 Bureau.

31 The provider can apply for limited recognition through an Idaho licensed EMS agency or  
32 a Medical Unit Leader (MEDL) who has established a Medical Unit in Idaho for specific  
33 event coverage (such as wildland fire support) where patient care is provided under the  
34 supervision of an Idaho licensed physician. The provider may not provide EMS until  
35 recognition is granted by the EMS Bureau.

36 This form is not an application for licensure or reciprocity, only recognition. A National  
37 Registry of Emergency Medical Technicians (NREMT) card does not authorize EMS  
38 personnel to provide EMS patient care in the State of Idaho. Only a current license (or  
39 certification) document/card issued by a state or U.S. territory EMS office will be  
40 accepted as proof of EMS license/certification.

1 It is the responsibility of the MEDL to complete and submit the “Limited Request for  
2 Recognition” form as soon as possible, on behalf of all licensed personnel when utilizing  
3 licensed out-of-state EMS providers. This form may be printed and filled out, or filled  
4 out electronically, and submitted prior to the event, as personnel may not practice until  
5 they receive recognition from the EMS Bureau. A new form must be completed for each  
6 incident and updated when new EMS personnel assigned to the Medical Unit arrive or  
7 move from incident to incident within the state.

8 The EMS Bureau will acknowledge receipt of the form and provide recognition to the  
9 MEDL after validating the EMS licenses of listed personnel. If the EMS Bureau is  
10 unable to validate an EMS license or a license has been revoked or suspended in Idaho or  
11 any other state, the MEDL will be notified. EMS personnel without valid state EMS  
12 licenses will not be granted limited recognition and will not be authorized to provide  
13 EMS.

14 The MEDL should contact the EMS Bureau by phone at (208) 334-4000, by fax at (208)  
15 334-4015 or by email at [EMSProvLic@dhw.idaho.gov](mailto:EMSProvLic@dhw.idaho.gov) to submit their form or for further  
16 information.

- 17 e. **In-state licensed EMS personnel** who are not acting under an Idaho licensed EMS  
18 agency deployed at the incident must complete the *Planned Deployment Declaration*  
19 form, this can be found and submitted online to the Idaho EMS Bureau at:  
20 <http://healthandwelfare.idaho.gov/Portals/0/Medical/EMS/PlannedDeployment.pdf>
- 21 f. Licensed EMS personnel working for a licensed Idaho EMS agency deployed at the  
22 incident should be added to the agency roster in IGEMS (Idaho’s Gateway for EMS  
23 website): <https://www.idahoemsllicense.net/public/idaho/portal#/login>
- 24 g. Patient Care Integration Agreement-- It is the responsibility of the EMS personnel at the  
25 incident to ensure the agreement is completed upon assignment to the incident. The IMT  
26 medical unit leader or the host agency has responsibility to follow up to ensure  
27 compliance.

28 The Idaho EMS Bureau typically responds to the IMT during business hours Monday  
29 through Friday. There may be delays in responses to IMTs on weekends and after business  
30 hours.

- 31 3. When mobilizing EMS personnel outside their jurisdictions, whether from within Idaho or  
32 outside the State, as a courtesy to the local EMS jurisdiction, the IMT shall contact the local  
33 medical facility emergency room who can direct them to the Medical Director who has local  
34 jurisdiction authority to let them know the status of EMS personnel on the incident. This can be  
35 done through the EMS Bureau if necessary.

#### 36 EMS Personnel/Staff License Levels

- 37 • EMT – Emergency Medical Technician
- 38 • AEMT – Advanced Emergency Medical Technician
- 39 • Paramedic

1 Local Government and Private-Owned

2 EMS personnel from local government and private-owned EMS agencies are available to the federal  
3 and state agencies. Local Government EMS resources must be hired through the Idaho Cooperative  
4 Mobilization Agreement; a current agreement is required. For private-owned providers, that are not  
5 under a current federal agreement, the provider may be hired as an incident only resource.  
6

7 Rates for incident only agreements for EMS personnel shall be in accordance with Chapter 20 of the  
8 SIIBM. Local government rates are established in the current Idaho Cooperative Mobilization  
9 Agreement found at:

10 <https://www.idl.idaho.gov/fire-management/incident-business/> .

11 Fire Service Organizations (FSO)

12 Refer to the *Idaho Cooperative Mobilization Agreement* found at:

13 <https://www.idl.idaho.gov/fire-management/incident-business/>

14 FSO Documentation Requirements at demobilization from an incident includes, but is not limited to:

15 • Unoperated Agreement

- 16 ○ Emergency Equipment Use Invoice, OF-286, with original signatures.
- 17 ○ Emergency Equipment Deductions and Additions (Attachment to OF-286)
- 18 ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
- 19 ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
- 20 ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
- 21 ○ Incident Time Report, OF-288, or original Crew Time Report, SF-261 if OF-288 is not  
22 created at the incident.
- 23 ○ Incident Evaluation
- 24 ○ Claim documentation, if applicable

25 • Operated Agreement (single resources see below)

- 26 ○ Emergency Equipment Use Invoice, OF-286, with original signatures.
- 27 ○ Emergency Equipment Deductions and Additions (Attachment to OF-286)
- 28 ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
- 29 ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
- 30 ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
- 31 ○ Incident Evaluation
- 32 ○ Claim documentation, if applicable

33 • Operated Agreement and Unoperated, Single Resources

- 34 ○ Documentation requirements are the same as the “Unoperated Agreement”, listed above.

35 **EMS Kit/Supplies for incidents shall meet the requirement by the medical licensure. NWCG**  
36 **recommended items are NOT required, however, if an incident wants the EMS provider to come**  
37 **with the NWCG recommended items, it shall be requested at the time of order and documented**  
38 **on the Resource Order.**

1 **3. AGENCY PROVIDED MEDICAL CARE (APMC)**

2 Agency Provided Medical Care (APMC): APMC is not authorized on State of Idaho Protection  
3 Incidents.

4 **4. IDAHO NATIONAL GUARD**

5 Refer to the IDL Incident Business Operating Guide found at

6 <https://www.idl.idaho.gov/fire-management/incident-business/>

7 **5. IDAHO WATER RIGHTS**

8 Under Title 42, Chapter 2 of Idaho State Code

9 "...water may be diverted from a natural watercourse and used at any time, with or without a water  
10 right:

- 11 (a) To extinguish an existing fire on private or public lands, structures, or equipment, or to prevent  
12 an existing fire from spreading to private or public lands, structures, or equipment endangered  
13 by an existing fire;" [https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-](https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-201/)  
14 [201/](https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-201/)

1 **EXHIBIT NR12**

2 **NORTH DAKOTA FOREST SERVICE**

3 **GENERAL INFORMATION**

4 The North Dakota Forest Service (NDFS) has agency resources and cooperators available for all-risk  
5 incidents under the authority and provisions in the Cooperative Fire Management Agreement. All  
6 incident business information and a general outline of the State of North Dakota, NDFS, and Local Fire  
7 Departments operating procedures can be found on the NDFS Fire Management webpage at  
8 [www.ndsu.edu/ndfs/fire](http://www.ndsu.edu/ndfs/fire). For additional questions, please contact the NDFS at 701-328-9944.

9

1 **EXHIBIT NR13**

2 **SOUTH DAKOTA**

3 **SOUTH DAKOTA WILDLAND FIRE**

4 South Dakota Wildland Fire (SDWF) has agency resources and cooperators available for all-risk  
5 incidents under the authority and provisions in the Cooperative Fire Management Agreement (CFMA).  
6 Information provided is from the Statewide Annual Wildfire Action Plan for the Wildland Fire  
7 Division. The Action Plan covers information helpful to Incident Management Teams (IMTs) managing  
8 fires in South Dakota and instances where South Dakota resources are ordered for out-of-state  
9 assignments. Further information can be found at: <https://wildlandfire.sd.gov/>

10 For additional information, contact Brenda Even, Fire Business Manager in Rapid City, SD at 605-393-  
11 8115, FAX: 605-393-8044.