

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

CHAPTER 50 – INTERAGENCY COOPERATIVE RELATIONS

Supplement No: NR-2025-6

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Approved:

/s/ **Bryce Rogers**

BRYCE ROGERS

Chair

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

New Document	NR-2025-6	27 Pages
Superseded Document(s) by Issuance Number and Effective Date	NR-2024-6 (5/1/2024)	72 Pages

Digest:

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

Removed state and cooperator personnel and equipment detail. Refer to the Montana Incident Business Operating Guidelines for Firefighting Resources and the Emergency Firefighter Pay Plan and Position Matrix (MIBOG) which can be found under DNRC Business Manuals at:

<https://dnrc.mt.gov/Forestry/Wildfire/forms-information>.

Exhibit NR11- Idaho Department of Lands

Exhibit NR12 – North Dakota Forest Service

Fully Operated Engine and Water Tender rates updated.

North Dakota Forest Service pickups will be billed at a daily rate of \$400.00 per day.

Exhibit NR13- South Dakota Wildland Fire Division

FORMAL AGREEMENTS**Agreements between Federal, State Fire Organizations and Local Governments**

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

Exhibits: NR10 – Montana Department of Natural Resources and Conservation

NR11 – Idaho Department of Lands

NR12 – North Dakota Forest Service

NR13 – South Dakota Wildland Fire Division

EXHIBIT NR10**01.1 MONTANA DNRC GENERAL INFORMATION**

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

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

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

LAND OFFICES:

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

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

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

BILLING:

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

01.2 EMERGENCY MEDICAL SERVICES

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

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

DNRC has six (6) Area Land Offices with various Unit Offices, and the Fire Protection Bureau that engage in statutorily mandated wildland fire suppression and all hazard incident activities. In some areas of the

1 state, DNRC hires seasonal firefighter positions annually. As needed, DNRC also hires temporary,
2 Emergency Firefighters (EFFs) for individual emergency operations that require more personnel than are
3 already on staff.

4 **01.4 AGENCY ASSISTANCE WITH LGFF**

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

12 **Technical Specialist Position Responsibilities:**

- 13 • Advise the Agency Administrator, Incident Business Advisor, and the IMT of the area LGFF
14 jurisdictional responsibilities, including mutual aid responsibilities.
- 15 • Review contract or agreement specifications (such as Operating Agreements, MOUs, IA Agreements,
16 and/or DNRC Incident Rental Agreements, etc.) regarding pay (equipment and personnel).
- 17 • Review business management activities to assure compliance with legal and fiscal requirements and
18 efficient use of resources. Includes property management, law enforcement, and civil rights.
- 19 • Prepare a checklist of items that the Finance/Administration Section Chief (FSC) and the IMT need
20 to be aware of; include terms and conditions of operating plans or agreements.
- 21 • Review job responsibilities and assignments for LGFF personnel.
- 22 • Monitor local jurisdictional agency responses in meeting jurisdictional responsibilities.
- 23 • Attend incoming briefing with the IMT if possible; make contact with the FSC.
- 24 • Attend planning sessions and make known the availability of LGFF resources, such as the length of
25 commitment, rotating personnel, and impacts to local government operations.
- 26 • Through the FSC, provide information on use of equipment and personnel. Coordinate with the
27 Logistics Section Chief (LSC) to identify problem areas for the LGFF such as interaction with the
28 IMT and logistical support.
- 29 • Coordinate with the FSC and the LSC to ensure timekeeping and recording is being completed.
30 Provide assistance to appropriate personnel on timekeeping, travel, accidents, injuries, personnel
31 problems or emergencies and other administrative needs.
- 32 • Check for compliance with equipment specifications, certification, engine typing, and Federal Excess
33 equipment use guidelines.
- 34 • Ensure safety, personal protective equipment, other equipment, and actions of the LGFF personnel
35 are consistent with approved standards.
- 36 • Assist the IMT in providing for the well-being and safety of assigned LGFF resources.
- 37 • 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 clearly as National Guard and include military rank of individual. The DMA will bill DNRC for all federal and state supported fires.

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

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

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

The Memorandum of Agreement can be found at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>.

01.6 MONTANA DEPARTMENT OF CORRECTIONS

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

The Deer Lodge Crew is a resource of the DNRC Southwestern Land Office (SWLO) and is dispatched through the Missoula Interagency Dispatch Center (MDC). All costs in support of other agencies will be paid through DNRC and reimbursed through the Montana Cooperative Wildland Fire Management Agreement. It is the responsibility of the host agency to forward the completed payment packages/timekeeping documents to the DNRC Anaconda Unit, 1300 Maguire Road, Anaconda MT 59711, after release from the incident. The Anaconda Unit will audit the payment packages prior to submission to the Department of Corrections. The Department of Corrections will bill DNRC for the personnel costs of overtime hours for correctional officers and regular hourly rates for inmates (no overtime) per the DOC cooperative agreement/operating plan. Correctional officers and inmates do not receive hazard pay or any other pay differential. Correctional officers and inmates are covered under the Montana Workers' Compensation Insurance Program (see Section 01.3-7) by the Department of Corrections. Correctional officers may use the commissary, if one is provided, on a cash basis. Inmates are not allowed commissary privileges.

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

1 The DOC cooperative agreement/operating plan can be found at:

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

3 **01.7 MONTANA DEPARTMENT OF TRANSPORTATION (MDT)**

4 There is a Memorandum of Understanding with the DOT to provide for the safe and efficient movement of
5 road users through or around temporary traffic control zones created by incident management activities. It
6 can be found under Mobilization Guides at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

7 **01.8 MONTANA HIGHWAY PATROL**

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

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

12 **01.9 MONTANA SHERIFFS AND PEACE OFFICERS**

13 There is an agreement between the State of Montana DNRC and the Montana Sheriffs and Peace Officers for
14 mobilizing law enforcement for an evacuation event which has exceeded local capacity. The MSPOA
15 agreement is located on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

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

24 **01.10 CLAIMS**

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

32 **01.11 OTHER REFERENCE MATERIALS FOR MONTANA**

33 **01.11-1 NRCG Mobilization of Local Government Firefighting Resources**

34 Information contained within the Mobilization of Local Government Firefighting Resources guides the safe,
35 cost effective, and timely hiring and mobilization of Montana's Local Government Forces. This mobilization
36 guide is most commonly referred to as the "Umbrella Document," and provides guidance on how Local
37 Government Forces are made available to Northern Rockies (NR) cooperating agencies and the interagency
38 wildland fire system.

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

1 **01.11-2 DNRC 300 Manual - Incident Business Management**

2 This internal manual provides incident business management guidance to DNRC employees and cooperating
3 agency personnel on managing DNRC wildland fire incidents according to State-specific policies and
4 procedures. This document may be found on-line at: [https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)
5 [guides](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides).

6 **01.11-3 DNRC 900 Manual - Wildland Fire Suppression**

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

10 **01.11-4 DNRC IBA Operating Guidelines/DNRC IBA Job Aid**

11 These documents provide guidance to DNRC employees and cooperating agencies on the State's general
12 operating guidelines relating to fire business management and the role of DNRC Incident Business Advisors.
13 They may both be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>

14 **01.11-5 DNRC Local Government Fire Force (LGFF) Incident Rental Agreement**

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

22 **01.12 FEMA GUIDELINES**

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

26 FEMA evaluates a fire threat using four criteria:

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

33 The request is approved or denied based on:

- 34 1. The conditions that existed at the time of the state's request.
- 35 2. Whether the fire or fire complex threatens to cause a major disaster.

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

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

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

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

11 Examples of eligible fire management costs:

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

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

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

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

EXHIBIT NR11**IDAHO DEPARTMENT OF LANDS**

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

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

For further information and clarification, please contact:

Amber Honsaker
Fire Business Program Manager
Phone: 208-666-8644
Cell: 208-416-3791

Nicole Lee
Fire Business Program Specialist
Phone: 208-666-8648
Cell: 208-860-4267

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

1. STATE AND COOPERATOR PERSONNEL AND EQUIPMENT

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

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

Wildland Firefighter Differential Pay (H-Pay)

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

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

Employees must be performing duties within or adjacent to the perimeter of an uncontrolled wildfire of any size in which action is being taken to control the fire. Such action includes operations, which directly support control of the fire (e.g., activities to extinguish the fire, ground scouting, spot fire patrolling, search and rescue operations, intelligence gathering, and firing operations).

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

3 Incident Documentation

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

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

9 b. H-Pay shall be recorded by placing a note describing the hazard category in block 11 of the
10 CTR. Hours 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 above.

12 **2. EMERGENCY MEDICAL SERVICES**

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

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

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

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

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

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

35 The EMS Compact is not a form of EMS licensure reciprocity. The EMS Compact extends a privilege for
36 EMS personnel from member states to practice on a short-term, intermittent basis under approved
37 circumstances in other member states. When an IMT is assigned to an incident it is their responsibility to

1 follow the procedures as described below. When an IMT is not assigned to an incident, it is the host agency's
2 responsibility to ensure the procedures below are followed.

3 IMT or Host Agency Responsibilities

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

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

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

22 <https://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/AgencyLicense/tabid/1602/Default.aspx?QuestionID=307&AFMID=17625>
23

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

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

34 This form is not an application for licensure or reciprocity, only recognition. A National
35 Registry of Emergency Medical Technicians (NREMT) card does not authorize EMS
36 personnel to provide EMS patient care in the State of Idaho. Only a current license (or
37 certification) document/card issued by a state or U.S. territory EMS office will be accepted as
38 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 out
4 electronically, and submitted prior to the event, as personnel may not practice until they
5 receive recognition from the EMS Bureau. A new form must be completed for each incident
6 and updated when new EMS personnel assigned to the Medical Unit arrive or move from
7 incident to incident within the state.

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

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

- 16 e. **In-state licensed EMS personnel** who are not acting under an Idaho licensed EMS agency
17 deployed at the incident must complete the *Planned Deployment Declaration* form, this can
18 be found and submitted online to the Idaho EMS Bureau at:
19 <http://healthandwelfare.idaho.gov/Portals/0/Medical/EMS/PlannedDeployment.pdf>
20
- 21 f. Licensed EMS personnel working for a licensed Idaho EMS agency deployed at the incident
22 should be added to the agency roster in IGEMS (Idaho’s Gateway for EMS website):
23 <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 compliance.

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

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

34 EMS Personnel/Staff License Levels

- 35 • EMT – Emergency Medical Technician
- 36 • AEMT – Advanced Emergency Medical Technician
- 37 • Paramedic

38 Local Government and Private-Owned

1 EMS personnel from local government and private-owned EMS agencies are available to the federal and
2 state agencies. If not under a current agreement, the provider may be hired as an incident only resource.

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

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

6 Fire Service Organizations (FSO)

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

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

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

- 10 • Unoperated Agreement
 - 11 ○ Emergency Equipment Use Invoice, OF-286, with original signatures.
 - 12 ○ Emergency Equipment Deductions and Additions (Attachment to OF-286)
 - 13 ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
 - 14 ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
 - 15 ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
 - 16 ○ Incident Time Report, OF-288, or original Crew Time Report, SF-261 if OF-288 is not created at
 - 17 the incident.
 - 18 ○ Incident Evaluation
 - 19 ○ Claim documentation, if applicable
 - 20
- 21 • Operated Agreement (single resources see below)
 - 22 ○ Emergency Equipment Use Invoice, OF-286, with original signatures.
 - 23 ○ Emergency Equipment Deductions and Additions (Attachment to OF-286)
 - 24 ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
 - 25 ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
 - 26 ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
 - 27 ○ Incident Evaluation
 - 28 ○ Claim documentation, if applicable
 - 29
- 30 • Operated Agreement and Unoperated, Single Resources
 - 31 ○ Documentation requirements are the same as the “Unoperated Agreement”, listed above.

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

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

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

4. IDAHO NATIONAL GUARD

Refer to the IDL Incident Business Operating Guide found at

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

5. IDAHO WATER RIGHTS

Under Title 42, Chapter 2 of Idaho State Code

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

(a) To extinguish an existing fire on private or public lands, structures, or equipment, or to prevent an existing fire from spreading to private or public lands, structures, or equipment endangered by an existing fire;”

<https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-201/>

11

EXHIBIT NR12**NORTH DAKOTA FOREST SERVICE****GENERAL INFORMATION**

This information is intended to provide a general outline of State of North Dakota, North Dakota Forest Service (NDFS), and Local Government Fire Forces' (LGFF) operating procedures. For further information, contact the North Dakota Forest Service at 701-328-9944.

BILLING:

NDFS will use applicable LGFF Equipment rates, state rates, and actual personnel costs when established for purposes of billing other agencies and other entities for fire suppression services.

NDFS will apply a 5% administrative fee on all fire billing.

SEASONAL STATE EMPLOYEES

NDFS does NOT use the same Administratively Determined (AD) Rates as federal agencies when hiring seasonal firefighters. NDFS hires seasonal firefighters as state employees instead. NDFS will follow the NDFS policy 9121 for seasonal fire staff wages.

ENTITLEMENTS

Seasonal Firefighter employees do not earn sick or annual leave.

NDFS employees and LGFF are covered under the provisions of the State of North Dakota Workforce Safety Insurance Program.

NDFS employees and LGFF do NOT receive hazard pay, nor any other form of differential except overtime. NDFS employees receive the base rate for the first forty hours of work per week starting on Sunday at 0001 and ending on Saturday at 2400, and 1½ times the base rate for all approved time worked beyond forty hours per work week. Overtime does not need to be computed at the incident but will be figured when Emergency Firefighter Time Reports are processed by Payroll. Overtime accrual may differ for LGFF forces depending on home unit's policies. Questions regarding LGFF home unit policies should be directed to the LGFF home unit.

NDFS employees and LGFF may be in situations where meals or lodging must be paid out-of-pocket when in travel status or when meals at fire camp are not available. Reimbursement for such expenses will be in accordance with the Travel & Reimbursement Policies and State Per Diem rates, regardless of the location of the incident unless within the State of North Dakota where North Dakota Per Diem rates will take precedence.

MEAL PERIODS

North Dakota Forest Service employees and LGFF will be paid for meal breaks during uncontrolled fire assignments, unless they can be completely relieved of duty. If the employee must work during the meal break once the fire is controlled, this must be documented on the employee's crew time report. Non-

operational assignments will not be compensated for meal breaks unless documented and signed by the supervisor and should only be used under extraordinary circumstances.

Equipment will remain in paid status during meal periods, where people are required to show a meal break when they are relieved of duty.

WORK/REST, LENGTH OF ASSIGNMENT, AND DAYS OFF

The North Dakota Forest Service subscribes to the guidelines for rest and recuperation as outlined in Section 10-6 of the SIIBM and to all work/rest and length of assignment standards applicable to the NWCG and NREGC. Where the Incident Commander has deemed it necessary to provide rest and recuperation, permanent full time and seasonal state employees may be granted these privileges when in compliance with NDSU payroll guidelines.

ENGINE STAFFING

The North Dakota Forest Service normal operating procedures requires engine mobilization with three personnel (one engine boss and two firefighters). Mobilization of an engine with other than 3 personnel will be at the discretion of the North Dakota Forest Service. LGFF forces may operate with two to four personnel based on engine configurations.

PAYROLL

NDFS payroll dates end on the 15th and the last day of the month. Copies of payment documents for permanent and seasonal employees must be transmitted to home units in order to meet payroll deadline dates.

At the time of demobilization from an incident, the completed original OF-288 and signed Emergency Personnel/Equipment Shift Tickets (EPEST) MUST be transferred to the NDFS Bismarck Field Office for processing, preferably by hand. On long duration incidents consideration should be given to transmission of payroll documents on the 16th and the 1st of the month; however, this must be prearranged with the NDFS Bismarck Field Office.

Payment Document Requirements

Equipment and Emergency Firefighter

1. EPEST (Pink copies for the payment office, blue copies for the file)
2. Emergency Equipment Use Invoice (OF-286)
3. Emergency Firefighter Time Report (OF-288)
4. Resource Order
5. Fuel/Oil tickets (OF-304)
6. Emergency Equipment Rental Agreement (OF-294), if applicable
7. Inspection Form (pre/post) if available (OF-296)

Emergency Firefighter Time Reports, EPEST and supporting documentation will be filled out, a copy retained at the incident, and the signed original packet returned with the designated representative when demobed. This designated representative would normally be the Engine Boss, Strike Team Leader or Crew Boss. Any questions should be directed to the NDFS Bismarck Field Office.

1 **COMPENSATION FOR INJURY/ILLNESS**

2 If an NDFS employee is injured while on assignment, the North Dakota State University Safety Office must
3 be notified of the injury within 24 hours by contacting either Lois Christianson at (701) 231-9587 or Jennifer
4 Quenette at (701) 231-6740 for forms and procedures. The injured North Dakota State employee, or a
5 person acting on behalf of the injured employee, is responsible for reporting the injury to the immediate
6 supervisor. The immediate supervisor is responsible for the preparation of the [NDSU Risk Management](#)
7 [Employee Incident Report form](#). The Incident Report form must be transmitted to North Dakota State
8 University within 24 hours of notification or knowledge of a work-related injury. This form is available at:
9 <https://powerforms.docuSign.net/ddfa7b92-a065-4c45-b94a-a45955d826e5?env=na3&acct=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7&accountId=1ceb9a57-b6a3-4df7-b655-d64cf8f1c2d7>.

11 All employees are covered by the North Dakota Risk Management Program.

12 If any LGFF employee is injured while on assignment, the employee's home unit and NDFS shall be notified
13 immediately to aide in proper notifications and ND Work Force Safety documentation.

14 **HIRING METHOD**

15 NDFS will utilize a contracted services agreement (CSA) for the hiring method for Emergency Equipment
16 Rental Agreements (EERA). The CSA will be considered "Fully Operated" and is in accordance with the
17 procedures established in the SIIBM and the NRCG supplements to Chapter 20 of the SIIBM.

18 Private fire suppression resources and EMS resources that did not participate in the competitive solicitation
19 process may be hired "Fully Operated" if competitively solicited resources are not available and they meet
20 all equipment inspection standards and requirements. There may be extraordinary circumstances when it is
21 in the interest of the State to sign up equipment as "un-operated." These circumstances should be the
22 exception, not the rule, and must be pre-approved by the NDFS. In both circumstances, the CSA must show
23 that the agreement is applicable only for the duration of the incident.

24 Private contractors hired on a fully operated basis are responsible for providing their own operating supplies
25 (fuel, oil, foam, etc.). EMS supplies used during an incident are eligible for replacement by the incident or
26 as an approved billable expense paid for by the incident. Repairs and normal maintenance are the
27 contractor's responsibility.

28 **During-Incident Sign-up**

29 In the event equipment does not have a pre-existing agreement, procedures in the SIIBM and the geographic
30 area supplements to Chapter 20 & 50 of the SIIBM must be followed. On state fires, agreements initiated by
31 NDFS personnel do not have to be co-signed by Contracting Officers or Procurement Unit Leaders working
32 for a federal agency.

33 **LOCAL GOVERNMENT FIRE FORCE - EQUIPMENT RENTAL**

34 **General Information**

35 The guidelines in this document apply when Local Government Fire Forces are hired by NDFS. Detailed
36 equipment and personnel standards, mobilization and dispatch procedures are included in the [NRCG](#)
37 [Mobilization guide](#). The document may be found at: [https://www.nifc.gov/nicc/logistics/reference-](https://www.nifc.gov/nicc/logistics/reference-documents)
38 documents.

1 In accordance with the Interagency Cooperative Agreement signed by the U.S. Forest Service, Bureau of
2 Land Management, Park Service, Bureau of Indian Affairs, Fish and Wildlife Service, and the State of North
3 Dakota, NDFS is designated as the hiring and payment agency for personnel and equipment obtained from
4 Local Government Fire Forces (LGFF) when dispatched in circumstances other than local initial attack under
5 mutual assistance agreements. LGFF equipment costs and personnel payroll will be paid by NDFS who will,
6 in turn, seek payment as outlined in the Cooperative Fire Agreement (six party agreement). Said resources
7 shall be considered an agent of the State.

8 Procurement of fire apparatus, equipment, and personnel from LGFF will follow the procedures established
9 by the NDFS. Current rates are listed below. Rates for LGFF with established personnel rates will follow
10 the un-operated equipment rate plus actual personnel cost. LGFF without established personnel rates will
11 follow fully operated rate. Renegotiation of rates and responsibilities shall not happen at incidents. If there
12 are compelling reasons for renegotiation, the NDFS must be involved in the negotiations.

13 **Mutual Aid**- Mutual Aid resources may be converted to paid status after the initial response if the NDFS
14 deems it in the best interest of the State to do so. Mutual aid responses will be paid according to the
15 requesting jurisdictions' Annual Operating Plan (AOP). In absence of an AOP a standard of 8 hours mutual
16 aid is in effect. When the requesting agency releases the mutual aid resources, the mutual aid resources may
17 request to remain on the fire. It is the responsibility of the resource to contact the IC and request to remain on
18 the fire. If the resource remains on the fire beyond the mutual aid period without going through the IC
19 approval and sign-up process, the resource will not be paid. The following conditions and criteria must be
20 met and to be placed in pay status:

- 21 1. IC Approval
- 22 2. Equipment and Personnel must meet Agency Standards put forth in this Chapter of the SIIBM
- 23 3. Be Inspected or have signed a No Damages/ No Claims upon demobilization
- 24 4. Have a Resource Order

25 If these criteria are met, the resource may be paid back to the first hour of mutual aid request. It is the
26 responsibility of the LGFF to ensure that these criteria are met. If any of the criteria are not met any time will
27 be considered donated mutual aid time.

28 **Local Government Fire Force (LGFF) Equipment**

29 Minimum Specifications required by NWCG for equipment requirements for engines, water tenders, and
30 water trucks and contains the applicable equipment certification forms is listed in the following section. The
31 equipment's compliance with transportation safety rules, laws and other codes are the responsibility of the
32 LGFF.

33 LGFF equipment will remain in paid status during meal periods.

34 **Severity**

35 Severity rates for LGFF equipment will be paid at the established hourly rate when on duty. LGFF
36 equipment will remain in paid status during meal periods when personnel are off time.

37 **While in Transport**

1 When LGFF equipment is in transport status (via heavy transport, not being driven), equipment will be paid
 2 at the rate of 50%.

3 **Operating Supplies**

4 Fuel, repairs, and normal maintenance will be the LGFF’s responsibility. Approved equipment repairs,
 5 maintenance costs will be reimbursed with proper documentation (e.g. detailed receipt) and approval from
 6 the incident).

7 **ENGINE RATES – LOCAL GOVERNMENT FIRE FORCE EQUIPMENT**

Class	Type	Un-operated Hourly Rate	Fully Operated Hourly Rate	Number of personnel*
E1	Structural Engine I	\$200	\$440	4
E2	Structural Engine II	\$180	\$285	3*
WE3	Wildland Engine III	\$150	\$255	3*
WE4	Wildland Engine IV	\$120	\$190	2*
WE5	Wildland Engine V	\$100	\$170	2*
WE6	Wildland Engine VI	\$100	\$170	2*
WE7	Wildland Engine VII	\$75	\$145	2*

8 **For operational purposes and/or for safety reasons some engines may operate with an additional crewmember with the approval*
 9 *of the host agency. For a fully operated apparatus the additional personnel rate is \$35.00/hour and is added to the Fully*
 10 *Operated rate. LGFF personnel resources with no equipment will be billed at \$35.00/hour.*

11 **Minimum Standards for Classification for Engines**

12 Use the guide for the appropriate classification of engines from the [National Wildfire Coordinating Group](https://www.nwccg.gov/publications/pms200).
 13 This guide can be found at <https://www.nwccg.gov/publications/pms200>. When typing equipment, all of the
 14 standards must be met to qualify the equipment. Failure to meet any standard places the equipment in a
 15 lower type or disqualifies the equipment in its entirety.

16 **Foam Units:** No compensation will be given for foam units; however, foam used during the incident may be
 17 replaced or compensated as part of operating supplies.

18 **NRCG Minimum Required Complements for Engines**

19 Use the guide for the minimum NRCG complements for the engines from the [NRCG Chapter 20 –](https://gacc.nifc.gov/nrcc/nrcg/committees/business/nr%20supplements/NR_Chapter20.pdf)
 20 [Acquisition](https://gacc.nifc.gov/nrcc/nrcg/committees/business/nr%20supplements/NR_Chapter20.pdf). This guide can be found at
 21 https://gacc.nifc.gov/nrcc/nrcg/committees/business/nr%20supplements/NR_Chapter20.pdf.

22 **WATER TENDER RATES – LOCAL GOVERNMENT FIRE FORCE EQUIPMENT**

Class	Un-operated Hourly Rate	Fully Operated Hourly Rate	Number of Operators**
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WT1	\$130	\$205	2**
WT2	\$110	\$180	2**
WT3	\$100	\$170	2**

1 ***For operational purposes and/or for safety reasons, some tenders may operate with an additional crewmember with the*
 2 *approval of the host agency. For a Fully Operated apparatus, the additional personnel rate is \$35.00/hour and is added to the*
 3 *Fully Operated rate.*

4 **Minimum Standards by Water Tender Components**

5 Use the guide for the appropriate classification of water tenders from the [National Wildfire Coordinating](#)
 6 [Group](#). This guide can be found at <https://www.nwcg.gov/publications/pms200>.

7 **NRCG Minimum Required Complements for Water Tenders**

8 Use the guide for the minimum NRCG complements for the engines from the [NRCG Chapter 20 –](#)
 9 [Acquisition](#). This guide can be found at
 10 https://gacc.nifc.gov/nrcc/nrcg/committees/business/nr%20supplements/NR_Chapter20.pdf.

11 **DOZERS – LOCAL GOVERNMENT FIRE FORCE EQUIPMENT**

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully Operated Hourly Rate
1	200-369	\$160	\$205
2	100-199	\$95	\$150
3	60-99	\$65	\$120

12 **GRADERS – LOCAL GOVERNMENT FIRE FORCE EQUIPMENT**

Class	Flywheel Horsepower	Un-operated Hourly Rate	Fully Operated Hourly Rate
G1	201+	\$100	\$140
G2	126-200	\$80	\$120
G3	<125	\$60	\$100

13 Chains not required on machine, but available at next operational period.

14 **SEDANS, PASSENGER VANS, UTILITY VEHICLES, AND PICKUPS – LOCAL GOVERNMENT** 15 **FIRE FORCE**

16 Use the appropriate daily and mileage rate for the class and size of vehicle and supplemental necessary
 17 equipment provided by the LGFF. For rate information contact the North Dakota Forest Service at 701-328-
 18 9944.

1 For all LGFF vehicles equipped with a fire response package, please add an additional \$25.00 dollars per
2 hour, in addition to the applicable DOT mileage rate.

3 **AMBULANCES AND MEDICAL EQUIPMENT – LOCAL GOVERNMENT FIRE FORCE**

4 This section applies to local government ambulances only.

5 **Advanced Life Support (ALS) and Basic Life Support (BLS)**

6 **NOTE:** Ambulances will be under hire for incident use only and will be required to be available during off-
7 shift hours if needed for emergency transport. Hourly rate will start when requested to respond outside of
8 operational duty hours. 2:1 work/rest guidelines should be maintained.

Type	Rate Type	Minimum Personnel	Hourly Rates
Ambulance (ALS)	Fully Operated Hourly Rate	2 – (1) ALS and (1) BLS	\$150.00
Ambulance (ALS)	Un-operated Rate	2 – (1) ALS and (1) BLS	\$100.00
Ambulance (BLS)	Fully Operated Hourly Rate	(2) BLS	\$110.00
Ambulance (BLS)	Un-operated Hourly Rate	(2) BLS	\$70.00
ALS Chase Unit	Fully Operated Rate	(1) ALS	\$65.00
ALS/BLS Chase Unit	Un-operated	(1) ALS or (1) BLS	\$35.00 plus applicable DOT mileage rate
UTV	Daily Rate	N/A	\$21.00
Extra ALS Personnel	Additional Personnel	N/A	\$35.00
Extra BLS Personnel	Additional Personnel	N/A	\$25.00
BLS KIT	Replacement of Disposables	Un-operated	Replacement of Disposables
ALS Kit	Daily Rate + Replacements of Disposables	Un-operated	\$50/Day + replacement of disposables

9 **Equipment:** The resource order must specify whether ordering an ALS or BLS ambulance, or an ALS Chase
10 Unit. ALS ambulances come equipped with the state requirements for ambulances of that type including a
11 North Dakota/Nationally Registered Licensed Paramedic, cardiac monitoring equipment, advanced airway
12 management tools, medications for pain control, cardiac emergencies, and other drugs as required by the
13 state. BLS ambulances come equipped with the state minimum requirements for BLS ambulances and two
14 North Dakota/Nationally registered Emergency Medical Technicians.

1 An ALS Chase Unit comes staffed with a North Dakota licensed paramedic with a vehicle equipped with
2 oxygen, backboard, transport litter, basic bandaging and splinting materials, cardiac monitoring equipment,
3 advanced airway management tools, medications for pain control, cardiac emergencies, and other drugs as
4 required by the Administrative Rules of the State of North Dakota. Equipment shall be stored in a manner
5 that makes it easily transportable by helicopter. The vehicle for the chase unit must be 4x4 capable, must be
6 equipped with a fire response package and must be able to drive in typical fireline conditions. An UTV may
7 be ordered with an ALS or BLS Chase Unit.

8 **BLS and ALS Kits:** Kits are provided by the qualified medical personnel who are being hired. A BLS kit
9 must contain the minimum Basic Equipment Kit items as listed below and must be documented on a resource
10 order and requested by the incident. Each kit must contain a complement list with the kit contents listed.
11 For ALS kits, the minimum BLS kit must be provided, in addition to any ALS items directed by medical
12 control. Any personnel using such kits must be under the direction of their sponsoring medical director per
13 North Dakota Administrative Rules, North Dakota Codes, and the North Dakota EMS protocols.

14 **EMS Personnel:** Personnel must hold a current North Dakota licensure which will include registration with
15 the National Registry of Emergency Medical Technicians. Additionally, all line personnel must hold a
16 minimum of NWCG Firefighter Type 2 (FFT2) qualification, complete the annual Fireline Safety Refresher
17 RT-130 and complete the arduous-duty pack test annually. Personnel who are not line-qualified and those
18 assigned to stay in camp, must be escorted to and from the fireline with a line-qualified person.

19 **Fireline Qualified EMS:** - Personnel who are fireline-qualified and are assigned in one of the fireline
20 position titles, must be qualified FFT2 or above (see [NWCG PMS-310-1 Wildland Fire Qualification System](#)
21 for position requirements) at <https://www.nwcg.gov/publications/pms310-1>.

22 The training and qualifications above will be documented on an Incident Qualification Card. The incident
23 qualification card is **NOT USED** to certify an individual as an Emergency Medical Technician but is utilized
24 to certify that the individual has the above listed minimum fireline qualifications per [NWCG PMS-310-1](#) or
25 meets the intent of 310-1. EMT qualifications must be documented/certified through the North Dakota
26 Department of Health.

27 **NOTE** – If LGFF ambulance service is operating outside their normal jurisdiction they must receive medical
28 direction from qualified individual upon arrival at the incident and are encouraged to contact local hospital(s)
29 for online medical control and to discuss resource capability.

30 Additional personnel may be ordered at the discretion of the incident managers. Additional personnel will be
31 necessary for incidents that require coverage for more than 16 hours per day. When ordering ambulances or
32 chase units, consideration should be made for compliance with the work/rest ratios.

33 MINIMUM BLS KIT CONTENTS

- 34 • 2 air occlusive dressings
- 35 • 1 blood pressure manometer with adult, extra-large adult, and pediatric cuffs
- 36 • 1 stethoscope
- 37 • 5 dressings (assorted)
- 38 • 2 pairs of exam gloves

- 1 • 1 pair of safety glasses to provide splash protection for the ECP
- 2 • 1 surgical mask
- 3 • 1 oral glucose
- 4 • 1 flashlight
- 5 • 4 soft roller bandages
- 6 • 4 rolls of adhesive tape of assorted sizes
- 7 • 1 pair of heavy leather gloves
- 8 • 1 helmet for personnel that is capable of protection from head injury
- 9 • Paper and pen or pencil
- 10 • 1 pair of scissors
- 11 • 1 nasal oxygen cannula
- 12 • 1 adult and one pediatric oxygen mask
- 13 • 1 portable oxygen system containing at least 200 liters of oxygen with regulator and flowmeter
- 14 • 1 bulb syringe or equivalent suction apparatus
- 15 • 1 mouth to mask resuscitator with one-way valve, oxygen inlet and oxygen connecting tubing
- 16 • 4 oropharyngeal airways of assorted child and adult sizes
- 17 • Four triangular bandages

18 **ALS kits must contain all the above noted items, in addition to those items required by the sponsoring**
19 **medical director.**

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

21 REMS is a pre-staged extrication team that provides technical expertise in the use of Low Angle Rope
22 Rescue Operations (LARRO), High Angle Rope Rescue Operations (HARRO), and advanced terrain
23 techniques to transport a patient to either a vehicle or aircraft for transport to an appropriate medical facility.

24 Refer to [NRCG Memo #2022-003](https://gacc.nifc.gov/nrcc/nrcg/index/REMS-Guidance-Signed.pdf) located at: [https://gacc.nifc.gov/nrcc/nrcg/index/REMS-Guidance-](https://gacc.nifc.gov/nrcc/nrcg/index/REMS-Guidance-Signed.pdf)
25 [Signed.pdf](https://gacc.nifc.gov/nrcc/nrcg/index/REMS-Guidance-Signed.pdf).

26 Local government personnel and equipment hired and ordered for a REMS assignment, should be hired
27 using actual personnel cost and are not to include backfill, and this supplement (Chapter 50) for the
28 equipment. REMS support vehicles will be billed at BLS/ALS Chase vehicle rate. Necessary extraction
29 equipment utilized at the incident will be replaced by the incident. Equipment unable to be replaced at the
30 incident will be given appropriate paperwork for replacement at home to be billed back to the incident.

31 **MINIMUM REMS CONFIGURATION**

- 32 • Four Personnel

- One NWCG FFT1 qualified individual, all others NWCG FFT2 qualified (arduous physical fitness).
- All trained in Low Angle Rope Rescue Operations.
- Two trained in High Angle Rope Rescue Operations.
- A four-wheel drive vehicle capable of carrying the entire module and equipment.
- May be ordered with UTV.
- All necessary extraction equipment included.

REMS configurations may include medically qualified personnel from Emergency Medical Technician (EMT) Basic to Paramedic. The intent of REMS, no matter the configuration, is to utilize advanced rope and rescue techniques to safely extricate a firefighter who was injured or became ill in steep and challenging terrain.

REMS STANDARD EQUIPMENT LIST

- Four-person 4WD truck or equivalent
- Rope (NFPA 1983 Technical or General Use)
 - 2 each 200'
 - 2 each 300'
 - 2 each 150'
 - Adequate bags for safe transport and storage of rope
- Equipment (NFPA 1983 Technical or General Use)
 - 4 each descent control devices
 - 22 each carabineer, auto-locking 4 each small or mini prussic minding pulleys
 - 2 each small or mini prussic minding double pulleys
 - 1 each gathering plate or ring
 - Agency specific equipment (Non-NFPA compliant equipment)
 - 16 each prussic, compatible with rope diameter choice
 - Webbing, 1" width, greater than 17 KN
 - 12 each 20'
 - 8 each 12'
 - 8 each 5'
 - 1 each edge protection kit
 - 1 each hardware bag / pack
 - 5 each pickets
 - 1 each sledgehammer

- 1 ▪ Bicycle pump or fix a flat
- 2 ▪ Tire plugs
- 3 ▪ Adequate packs to contain above listed gear
- 4 ▪ GPS Device
- 5 ▪ Flagging
- 6 ▪ Basic First Aid Kit
- 7 ▪ 4 each Class II or III harnesses

- 8 • Patient Extraction Equipment

- 9 ○ Backboard
- 10 ○ 1 each multi-piece basket stretcher with hoist pre-rig
- 11 ○ 1 each Sked or other collapsible litter
- 12 ○ Litter wheel
- 13 ○ Knee and lumbar padding
- 14 ○ Leg splint with fiber tape and trauma shears
- 15 ○ Patient sleeping bag
- 16 ○ Patient fire shelter
- 17 ○ Patient helmet
- 18 ○ Patient eye protection
- 19 ○ Patient / Victim harness

20 **NORTH DAKOTA NATIONAL GUARD**

21 All time is kept by the National Guard designated member and will be forwarded to Department of Military
22 Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents clearly as
23 National Guard and include military rank of individual. The DMA will bill NDFS for all federally supported
24 fires. The NDFS then will bill the federal agencies for the support of their fires.

25 In administrative dealings with National Guard personnel the chain of command should be respected.
26 Disputes or discussions with individual National Guard personnel should include the individual's superior
27 ranking supervisor.

28 Responsibility for payment:

29 If the resources are ordered through DES, the ordering entity is responsible for payment as in the case of a
30 local government or sheriff's office ordering the National Guard for evacuations. If the resource is ordered
31 through the fire to assist in Fire Suppression or other duties associated with the fire, the host agency is
32 responsible for payment.

STATE-OWNED EQUIPMENT

The NDFS shall be reimbursed for use of state equipment in support of other agency incidents unless the master agreement with the cooperating agency states otherwise. The use of the equipment is billed at the negotiated rates, except Federal Excess Personal Property (FEPP) should show a use rate of 67 percent of the standard rate on use invoices.

The EPEST, and Emergency Equipment Use Invoice - OF 286, provide the required documentation on the use of NDFS equipment. Originals should be sent home with the operator to the NDFS Bismarck Field Office.

PICKUPS - STATE OWNED EQUIPMENT

North Dakota Forest Service pickups will be billed at a daily rate of \$400.00 per day.

TRAILERS AND TRANSPORTS – STATE OWNED EQUIPMENT

This category includes all the State-owned trailer units as specified. Refurbishment costs for tools and equipment from fire caches shall be paid by using agency under separate billing.

Equipment	Un-operated Daily Rate
Command trailer, tandem axle – modified for office use	\$100

ENGINES AND WATER TENDERS – STATE OWNED EQUIPMENT

North Dakota Forest Service engines will be billed at the following rate:

Type 6 engine is \$100.00 per hour in addition to the hourly wage for staff.

Type 3 Engine is \$200.00 per hour in addition to the hourly wage for staff.

CREW CARRIER – STATE OWNED EQUIPMENT

North Dakota Forest Service crew carriers will be billed at a daily rate of \$350.00 per day.

ALL-TERRAIN VEHICLES – STATE OWNED EQUIPMENT

Type	Un-operated Daily Rate
UTV Side by Side for 2 or 4 riders	\$300
UTV with fire suppression capacity (tank and pump)	\$700

All riders must wear an approved helmet while operating an ATV or UTV.

EXHIBIT NR13**SOUTH DAKOTA****SOUTH DAKOTA WILDLAND FIRE**

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

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