

Instructions for Completing the NW MAC Incident Prioritization Worksheet (IPW)

April 16, 2015 Revision

Submit the [Incident Prioritization Worksheet \(IPW\)](#) daily by 2100 (Pacific) via email or fax.

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The April 16, 2015 Revision of the NW MAC IPW is intended to meet the following objectives:

- Make the form simpler and easier to use;
- Provide scoring criteria that more capably assists the IC in choosing the best rating score for conditions encountered on the ground;
- Each scoring block points to corresponding blocks for the incident ICS-209 in order to achieve the following:
 - Eliminate duplicate data entry between the IPW/209;
 - Clarify the IPW/209 relationship to improve communications between the incident and the NW MAC;
 - Provide a clearer role for the ICS-209 as an operational intelligence document.

General Assumptions for Scoring Threats to “Values at Risk” on the Incident Prioritization Worksheet

This includes:

- Firefighter Safety
- Public Safety.
- Threats to Principal, Secondary Residences and Businesses.
- Threats to City Watersheds, Utilities, Transportation, Telecom and Commercial Timber.
- Threats to Remote Cabins, Out-buildings, Forest Improvements: Lookouts, Campgrounds.
- Threats to Habitat, Archeological, Historical, Cultural and Recreational Values.

In general:

- A score of “1” reflects an overall lack of risk/exposure to firefighters or resource values.
- A score of “3” reflects a typical incident “battle-rhythm” where operational strategies effectively moderate risk/exposure.
- A score of “5” reflects the stages of an incident when there is much uncertainty and/or operational strategies have not yet been effective or are only partially effective moderating risk/exposure.

FIREFIGHTER SAFETY

IPW

Firefighter Safety

(ICS-209 Block 28 & 29)

SCORE = 1--If limited firefighter exposure or simple hazards are easily mitigated.

SCORE = 3--If multiple hazards have been assessed AND effectively addressed by operational strategy.

SCORE = 5--If hazards are unassessed OR assessed hazards require complex operational strategies.

When providing rationale for the firefighter safety score listed on the IPW (above):

- Consider the critical events associated with fire weather or fire behavior (or other non-fire events) that may pose a risk to firefighters and aviation. **Record these in ICS-209 Block 28.**
- Similarly, describe the physical hazards—terrain, air quality, fuel/vegetative conditions, as well as fatigue and/or situational awareness (whether the incident has been well-reconnoitered) that exist. **Record these in ICS-209 Block 28.**

ICS-209

28. Observed Fire Behavior or Significant Events for the Time Period Reported:

(Describe fire behavior using accepted terminology. For non-fire incidents, describe significant events related to the materials or other causal agents):

29. Primary Materials or Hazards Involved:

(Hazardous chemicals, fuel types, infectious agents, radiation, etc.)

PUBLIC SAFETY

IPW

Public Safety

(ICS-209 Block 33 & 34)

SCORE = 1--If limited public exposure or hazards exist.

SCORE = 3--If public exposure has been mitigated by closures, evacuations or other measures.

SCORE = 5--If hazards are unmitigated and present a probable threat to the public.

When providing rationale for the public safety score listed on the IPW (above):

- Utilize **ICS-209 Block 33** to narratively describe specific actions checked in **Block 34** (below).

ICS-209

33. Life, Safety, and Health Status/Threat Remarks:	*34. Life, Safety, and Health Threat Management:	A. Check if Active
	A. No Likely Threat	0
	B. Potential Future Threat	0
	C. Mass Notifications in Progress	0
	D. Mass Notifications Completed	0
	E. No Evacuation(s) Imminent	0
	F. Planning for Evacuation	0
	G. Planning for Shelter-in-Place	0
	H. Evacuation(s) in Progress	0
	I. Shelter-in-Place in Progress	0
	J. Repopulation in Progress	0
	K. Mass Immunization in Progress	0
	L. Mass Immunization Complete	0
	M. Quarantine in Progress	0
	N. Area Restriction in Effect	0
		0
		0
		0
		0

Threats to Communities and Resource Values

IPW

Threats to Principal & Secondary Residences & Businesses

(ICS-209 Block 36 & 38)

- SCORE = 1—If no threat exists
- SCORE = 3—If threat to values at risk can be effectively reduced with existing resources.
- SCORE = 5— If threat cannot be reduced with existing resources and impact to values at risk is likely.

Threats to City Watersheds, Utilities, Transportation, TeleCom & Natural Resource Commodities

(ICS-209 Block 36 & 38)

- SCORE = 1—If no threat exists
- SCORE = 3—If threat to values at risk can be effectively reduced with existing resources.
- SCORE = 5— If threat cannot be reduced with existing resources and impact to values at risk is likely.

Threats to Remote Cabins, Out-buildings, Local Improvements: Lookouts, Campgrounds

(ICS-209 Block 36 & 38)

- SCORE = 1—If no threat exists
- SCORE = 3—If threat to values at risk can be effectively reduced with existing resources.
- SCORE = 5—If threat cannot be reduced with existing resources and impact to values at risk is likely.

Threats to T&E Species, Habitat, Archeological, Historical , Cultural & Recreation Values

(ICS-209 Block 36 & 38)

- SCORE = 1—If no effect or effects on values are beneficial.
- SCORE = 3—If risk to values are limited by fire intensity, by geographic extent, or both.
- SCORE = 5—If risk includes wide-spread, catastrophic and long-term loss of values.

For threats to communities and resource values, where appropriate, match IPW 2 & 5 day time-frames with similar time-frames noted in **ICS-209 Blocks 36 and 38**. Make sure the projected incident activity in **Block 36** corresponds to the threat/risk information in the same time period in **Block 38**.

ICS-209

36. Projected Incident Activity, Potential, Movement, Escalation, or Spread and influencing factors during the next operational period and in **12-, 24-, 48-, and 72-hour timeframes**:

38. Current Incident Threat Summary and Risk Information in 12-, 24-, 48-, and 72-hour timeframes and beyond. Summarize primary incident threats to life, property, communities and community stability, residences, health care facilities, other critical infrastructure and key resources, commercial facilities, natural and environmental resources, cultural resources, and continuity of operations and/or business. Identify corresponding incident-related potential economic or cascading impacts.

General Assumptions for Scoring Capability of “Meeting Incident Objectives” on the Incident Prioritization Worksheet

This includes:

- Difficulty in Attaining Incident Objectives
- Time to Completing Incident Objectives

In general:

- A score of “1” indicates that incident objectives can be met without additional resources OR additional resources will have little capacity to change the long-term nature of the incident.
- A score of “3” indicates a mid-range of productivity; added resources improve capability without necessarily shortening the time to completing incident objectives.
- A score of “5” indicates that additional resource capacity will significantly accelerate accomplishment of incident objectives.

Meeting Incident Objectives

IPW

Difficulty in Attaining Incident Objectives

(ICS-209 Block 39 & 40)

SCORE = 1—Resources are sufficient **OR** terrain/burning conditions prolong attainment of objectives.

SCORE = 3—Effective progress made toward attaining objectives given terrain/burning conditions.

SCORE = 5—Immediate progress made toward attaining objectives given terrain/burning conditions.

Time to Completing Incident Objectives

(ICS-209 Block 37 & 40)

SCORE = 1—Objectives will be completed in less than 2 days **OR** 10 days or greater.

SCORE = 3—Objectives will be completed in 5 to 9 days.

SCORE = 5—Objectives will be completed in 2 to 4 days.

Utilize **ICS-209 Blocks 37 and 39 (below)** as instructed on the form. In **Block 40**, be sure to describe how the additional critical resources (esp. T1 crews and helicopters) will help achieve objectives or accelerate the time in which specific objectives will be achieved. Knowing **X** number of crews will take **X** number of days to achieve objectives helps to frame allocation decisions.

ICS-209

37. Strategic Objectives (define planned end-state for incident):

39. Critical Resource Needs in 12-, 24-, 48-, and 72-hour timeframes and beyond to meet critical incident objectives. List resource category, kind, and/or type, and amount needed, in priority order:

40. Strategic Discussion: Explain the relation of overall strategy, constraints, and current available information to:

1. critical resource needs identified above,
2. the Incident Action Plan and management objectives and targets,
3. anticipated results.

Explain major problems and concerns such as operational challenges, incident management problems, and social, political, economic, or environmental concerns or impacts.

Other Considerations that Influence Incident Priorities

IPW

Social-Political Considerations: Low / Moderate / High

- LOW = No controversy and little media interest.
- MODERATE = Localized controversy with potential to attract wider interests.
- HIGH = Local/State/National interests have or will generate significant attention or controversy.
- Explain:

The Social-Political Considerations block of the IPW highlights subjective influences on decision-making. In many ways this particular IPW block indicates the potential consequences of failure—low, moderate or high. Given this, **no ICS-209 Blocks are indicated**. Explanations of social-political considerations are limited to the block provided at the bottom of the Incident Prioritization Worksheet.



Feedback on the NW MAC Incident Prioritization Worksheet (IPW) or these instructions should be directed to the Northwest Interagency Coordination Center (NWCC) Center Manager at 503-808-2732.