



Northwest MAC Group

Northwest Coordination Center
150 SW Harrison St Suite 400
Portland OR 97201

September 12, 2012

NW MAC Memorandum

To: Agency Administrators and Incident Commanders

From: NW MAC

Subject: Incident Prioritization Worksheet

To assist with the task of prioritizing incidents, allocating scarce firefighting resources, and meeting reporting requirements of the National MAC Group (NMAC), the NW MAC has developed an Incident Prioritization Worksheet (IPW).

The IPW is to be completed each day for each incident with a Type 1 or Type 2 Incident Management Team (IMT) assigned. The IMT should submit the IPW to the Planning Section at NW MAC via fax (503-808-2789) or email (PNWMAC@gmail.com) at the same time the ICS-209 is submitted each day (by 2100). The information submitted on the IPW and the ICS-209 will be used to validate the short and mid-term strategies, objectives, critical resource needs, threats and probabilities of success for each incident and will be used to prioritize incidents and allocate scarce resources in the Pacific Northwest.

The quality of information submitted on the ICS-209, as outlined in the following table, is essential for successful incident prioritization and resource allocation.

ICS-209 Block # and Title	Information Provided by IMT
Block 27 – Communities/ Critical Infrastructure Threatened	Specific threats and their time frames
Block 28 – Critical Resource Needs	Resources needed, listed in priority order based on threats identified in Block 26
Block 42 - Remarks	Critical objectives that will be met if critical resources (Block 27) are made available

- Bureau of Land Management
- U.S. Forest Service
- U.S. Fish and Wildlife Service
- National Park Service

- Bureau of Indian Affairs
- Washington State Fire Marshal
- Washington State Association of Fire Chiefs
- Washington State Dept. of Natural Resources

- Oregon Department of Forestry
- Oregon Fire Chiefs Association
- Oregon State Fire Marshal

Please note that an IPW must be submitted daily, even if no communities or critical infrastructure are threatened (i.e., even if Block 27 in ICS-209 is blank).

Your remarks are important when establishing an initial value or changing the value during the course of an incident; to provide context of the NWMAC in developing regional incident priorities. Referencing specific blocks on the ICS- 209 would be helpful and avoid duplication.

The form and instructions for completing the IPW can be found on the NWMAC website (www.nwccweb.us/admin/nw_mac). If you have questions about the IPW, please contact the Planning Section at NW MAC at (503) 808-2774.

With your assistance, NW MAC will continue to make sound decisions regarding incident priorities and resource allocations this wildfire season.

/s/ *Joe Shramek*

NW MAC Chair

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