

2016

WILDLAND FIRE MANAGEMENT ANNUAL OPERATING PLAN

**WYOMING STATE FORESTRY DIVISION, DISTRICT #4
(Lincoln, Sublette, Sweetwater, Teton, and Uinta Counties)**

This Plan is between the USDI Bureau of Land Management (BLM), Wyoming State Forestry Division (WSFD), USDA Forest Service (USFS), USDI National Park Service (NPS), USDI Fish & Wildlife Service (USFWS), and

Lincoln Co. - South Lincoln County Fire District, Bear River Fire District, Upper Valley Fire District, Alpine Fire District, and Lincoln County.

Sublette Co. - Sublette County.

Sweetwater Co. - City of Rock Springs, Sweetwater County Fire District #1, Eden-Farson Fire District, Town of Granger, Town of Wamsutter, and Sweetwater County.

Teton Co. - Teton Village Special Fire District and Teton County.

Uinta Co. - Uinta County Fire Protection & Emergency Services Joint Powers Board and Uinta County.

PREAMBLE

This operating plan is prepared pursuant to the Wyoming Interagency Cooperative Fire Management Agreement, USDA Forest Service #11-FI-11020000-020, USDI Bureau of Land Management #BLM-MOU-WY-930-1202, USDI National Park Service #12491200001, USDI Bureau of Indian Affairs #A12MA00028 and the USDI Fish and Wildlife Service #14-48-FF06R03000-12-K001.

PURPOSE

This is a Sub-Geographic Area Annual Operating Plan (AOP) applicable to all signatory parties within Wyoming State Forestry Division District 4. It addresses issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities.

RECITALS

National Response Framework activities will be accomplished utilizing established dispatch coordination concepts. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels.

Jurisdictional Entities are responsible for all planning documents i.e. land use, resource and fire management plans, and decision support documents for a unit's wildland fire and fuels management program.

Protecting Entities implement the actions documented and directed by the appropriate planning documents and decision support documents for initial and extended attack on wildfire incidents. They provide the supervision and support including operational oversight, direction and logistical support to Incident Management Teams.

INTERAGENCY COOPERATION

Interagency Dispatch Centers:

1. The Entities agree to participate in the neighborhood dispatch system. The Entities give authority to the dispatch center to provide the services required in support of the appropriate center's charter and operating plan. For specifics, see the dispatch center plans.
2. For initial dispatch

Lincoln Co. - in the southern 2/3 of the county, fires on State, Private, BLM, NPS, and USFWS ownership will use Rawlins Interagency Dispatch Center as the dispatch contact. For fires on USFS ownership, Teton Interagency Dispatch Center will be used. In the northern 1/3 of the county (Star Valley), fires on all ownerships will use Teton Interagency Dispatch Center. On multi-jurisdictional fires and incidents with poor radio communications the Incident Commander, in coordination/agreement with the dispatch centers and appropriate Duty Officers, will determine which dispatch center will be used based on acceptable radio communications. All responding units will be informed on which dispatch center is being used along with assigned frequencies for the incident. The responsible Agencies dispatch center will be updated on the progress and any significant events when a different dispatch center is providing support to an incident.

Sublette Co. - for interagency fires within Sublette County, either Teton Interagency Dispatch Center or Rawlins Interagency Dispatch Center will be used as dispatch contact. Fires will be dispatched according to dispatch center boundaries. On multi-jurisdictional fires and incidents with poor radio communications the Incident Commander, in coordination/agreement with the dispatch centers and appropriate Duty Officers, will determine which dispatch center will be used based on acceptable radio communications. All responding units will be informed on which dispatch center is being used along with assigned frequencies for the incident. The responsible Agencies dispatch center will be updated on the progress and any significant events when a different dispatch center is providing support to an incident.

For the reporting and assigning of the appropriate fire numbers on interagency fires within Sublette County, dispatch center boundaries will be the determining factor as to which dispatch center is responsible to do so.

Sweetwater Co. - on State, Private, BLM High Desert District, and USFWS ownership fires, Rawlins Interagency Dispatch Center will be used for the dispatch contact, on Wind River Bighorn Basin District BLM ownership fires, Cody Interagency Dispatch Center will be used. For fires on USFS ownership, Uinta Basin Interagency Fire Center will be used. On multi-jurisdictional fires the Incident Commander(s), in conjunction with the interagency dispatch center managers, will determine which dispatch center to use.

Teton Co. - for all interagency fires within Teton County, Teton Interagency Dispatch Center will be used for the dispatch contact. Communication frequencies to be used for initial attack will be according to the jurisdictional authority of the incident.

Uinta Co. - on State, Private, and BLM ownership fires, Rawlins Interagency Dispatch Center will be used for the dispatch contact. For fires on USFS ownership, Northern Utah Dispatch Center will be used. On multi-jurisdictional fires, the Incident Commander(s) in conjunction with the interagency dispatch center managers will determine which dispatch center to use.

Mobilization Process for State and County Resources:

When resources, stated in ROSS, are ordered from their local dispatch center for initial attack, it is their responsibility to notify their respective dispatch center of their assignment. It is also their responsibility to notify their respective dispatch center when they return home.

Standards:

FIREFIGHTER QUALIFICATIONS

Three levels of expertise are recognized.

1. Within jurisdiction the qualifications for local resources utilized for initial attack fire suppression will meet local standards.
2. Outside jurisdiction, on extended attack, all resources will meet NWCG 310-1 standards. Certification will be the responsibility of the sending entity.
3. All county and State Unit Leader positions and above will be NWCG 310-1 qualified. Certification is the responsibility of Wyoming State Forestry Division.

PREPAREDNESS

Protection Areas and Boundaries:

See: Lincoln Exhibit A, Sublette Exhibit A, Sweetwater Exhibit A, Teton Exhibit A, Uinta Exhibit A.

Methods of Fire Protection and Suppression:

Reciprocal Fire Protection Services (Mutual Aid)

Lincoln Co.

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Lincoln County.
2. Due to the ownership pattern and the response time, within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 8 hours in the Star Valley area (defined as north of Township 29 North) and 24 hours in the rest of the county following the initial report of the fire. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.

3. Reciprocal protection is not construed as an automatic dispatch. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum reciprocal fire protection period.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

Sublette Co.

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Sublette County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for the first initial response operational period. Costs incurred after the first operational period will be reimbursed by the protecting Entity. An operational period begins at 0001 hours and terminates at 2400 hours. The protecting Entity will be determined as soon as possible and notified.
3. Reciprocal protection is not construed as an automatic dispatch for the operational period. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protection Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum one operational period reciprocal fire protection.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

Sweetwater Co.

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Sweetwater County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 24 hours following the initial report of the fire to the jurisdictional Entity. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.

3. Reciprocal protection is not construed as an automatic 24 hour dispatch. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum 24 hour reciprocal fire protection.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

Teton Co.

1. The entire county is considered as a reciprocal protection zone with the exception of Bureau of Reclamation (BOR) lands. Initial Attack will be reimbursable on all BOR lands within Teton County.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for the first initial response operational period. Costs incurred after the first operational period will be reimbursed by the protecting Entity. An operational period begins at 0001 hours and terminates at 2400 hours. The protecting Entity will be determined as soon as possible and notified.
3. Reciprocal protection is not construed as an automatic dispatch for the operational period. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum one operational period reciprocal fire protection.
4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

Uinta Co.

1. The entire county is considered as a reciprocal protection zone.
2. Within the reciprocal fire protection zone, each Entity, with the exception of WSFD's 24 hours, shall assume its own full cost of expenditures for a maximum of 24 hours following the initial report of the fire to the jurisdictional Entity. Costs incurred after the reciprocal fire protection period ends will be reimbursed by the protecting Entity. The protecting Entity will be determined as soon as possible. All fires will be reported to the protecting Entity.
3. Reciprocal protection is not construed as an automatic 24 hour dispatch. Therefore, priority will be given to the release of a supporting Entity when it is mutually agreed upon by the initial attack IC that the fire situation is such that the protecting

Entity's forces on the scene can adequately control the incident. Furthermore, within its capabilities, the protecting Entity will render support to the supporting Entity to include but not limited to food, water, and additional forces to expedite release of the supporting Entity in advance of the maximum 24 hour reciprocal fire protection.

4. Entities will notify the BOR Agency Administrator (as listed in Attachment 2) as soon as possible when Initial Attack is not sufficient to control a fire.

Bureau of Reclamation

For all wildfires on BOR administered land and wildfires exceeding the Mutual Aid Period on State Parks land, Counties should send billing requests and documentation as listed in "Billing Procedures:, Section 4." of this AOP.

WSFD will contact the appropriate entity and determine payment process.

WSFD

WSFD shall assume costs of its non aviation related resources such as overhead, Smokebusters (WHCC), engines, or personnel for a maximum of 24 hours following the initial dispatch to the fire. This shall not be construed as an automatic 24 hour dispatch. Any deviation or variation will be at the discretion of the WSFD Fire Duty Officer or their designee. An exception to the 24 hour reciprocal period is the Wyoming State Helitack, provisions are as follows:

1. For all dispatches: WSFD will assume the cost of the aircraft daily availability.
2. For fires on State and/or Private jurisdiction or those fires that pose an imminent threat to State and/or Private lands: WSFD shall assume all associated costs of the Wyoming State Helitack for at least a full operational period to be determined by the WSFD Fire Duty Officer. Federal employees assigned to the Helitack may still be billed to the jurisdictional agency as described below.
3. For fires on Federal lands or those fires that pose no imminent threat to State and/or Private land, WSFD shall seek reimbursement for all costs associated with the Wyoming State Helitack with the exception of the aircraft daily availability.
4. Rates for the Helicopter and supporting costs shall be distributed upon execution of the contract.

Agreements/MOUs for Fire Suppression Responsibilities:

Agreements/MOUs between agencies establishing fire suppression responsibilities will be recognized by this AOP. Agencies providing this protection may represent the interest of the jurisdictional agency whose lands are being protected. Unless specified otherwise, the lands protected under Agreement/MOU will be afforded the same conditions/terms as the protecting agency's lands (i.e. mutual aid periods, etc.). All signatories to this AOP will be notified, in

writing, of changes or modifications to fire suppression responsibilities by the agency providing protection at the time of an approved Agreement/MOU.

Joint Projects and Project Plans:

COMMUNITY WILDFIRE PROTECTION PLANS (CWPP)

On fires that threaten, or involve the Wildland Urban Interface (WUI), the County's Community Wildfire Protection Plan should be referred to for suppression priorities and other information that could prove beneficial to the suppression efforts.

Fire Prevention/Education/Mitigation:

The Entities agree to cooperate in the development and implementation of fire prevention/education/mitigation programs. Entities will collaborate on ways to prevent unwanted wildfires. This program will have an overarching goal of lessening the risk of wildfire impacts to public and private land and structures especially in the WUI.

Entities will make available a contact list of people who can assist in wildfire prevention and education.

Fire Restrictions and Closures:

Fire Restrictions and/or Closures will be coordinated between the parties to this agreement to include initiating, implementing, and lifting.

Prescribed Fire (Planned Ignitions) and Fuels Management:

1. Fuels management and prescribed fire projects will be coordinated with the affected Entities to this agreement.
2. Wildfires resulting from escaped prescribed fires incidents, at the direction or under the supervision of one of the entities to this agreement, shall be the responsibility of that Entity. All subsequent suppression activities will be coordinated with the appropriate Entities. All incident management costs, unless otherwise agreed upon, exclusive of reciprocal periods, shall be borne by the responsible Entity and documented in a cost share agreement.
3. Escaped prescribed fires ignited by individual(s) not party to this agreement will be considered as wildland fires requiring suppression action under the terms and conditions of this agreement.
4. Entities agree to share and reimburse, according to the rates established in Exhibits C, D, E, and F for resources used on prescribed fire projects, based on availability, qualifications and need. For Forest Service prescribed fire projects, a separate agreement may be required.

Smoke Management:

Within their authorities, the Entities to this Agreement agree to coordinate in smoke management efforts. The Wyoming Department of Environmental Quality, Air Quality Division, Smoke Management Program has access to the Wyoming State Forestry Division Wildfire Reporting Program, and will assist in the coordination of smoke management within the state in support of the Wyoming Air Quality Standards & Regulations Chapter 10, Section 4 Smoke Management requirements.

OPERATIONS**Fire Notifications and Reporting:**

All fires and initial action on or near land under the protection of an Entity to this agreement will be reported promptly to the protecting Entity through the appropriate dispatch center (listed above: Interagency Cooperation) and further instructions agreed upon.

For a list of contacts for notification or requests of assistance see the attached appropriate County Directory (Attachment 2).

Initial Attack:

If one or more Entities to this agreement arrive on initial attack, the first Entity on the scene will assume command or turn command over to another Entity if they have more qualified supervisory personnel. Once protection responsibilities are established, the protecting Entity will either assume command or request a supporting Entity to do so. Based on the incident complexity, qualified personnel will assume command or agree to implement Unified Command of a multi-jurisdictional fire.

Independent Action on Lands Protected by Another Entity:

Nothing herein shall prohibit any Entity, on its own initiative, with notification and coordination with the protecting Agency and without requesting reimbursement from going upon lands known to be protected by another Entity to engage in suppression of wildland fires, when such fires are a threat to lands within that Entity's protection responsibility.

Special Management Considerations:**Federal Lands (BLM, USFS, NPS, USF&WS)**

The intent of these considerations is to provide guidance to initial responders regarding federal lands. In particular they are aimed at non-federal responders that may not be familiar with this management direction. These considerations may be modified if a decision by the initial attack Incident Commander determines that human life or safety is imminently threatened.

Heavy Equipment: Use of a dozer, road patrol, or grader is not authorized for suppression except in situations when the Field Manager/District Ranger/Project Leader/Park Superintendent, (in coordination with Duty Officer or designated official) provides verbal consent. This will be followed by written documentation to the Incident Commander. Within USFS wilderness lands,

heavy equipment requires Regional Forester Approval. All vehicles must remain on roads until a Resource Advisor arrives on scene to provide site specific guidance.

Aerial Retardant: Aerial retardant should not be applied within 300 feet of identified waterways (streams and lakes). Any application of retardant within these buffers should be directly reported to the dispatch center. Mis-application of retardant on USFS avoidance areas requires additional formal reporting.

Special Lands Designations: On Wilderness lands (Congressionally Designated, Wilderness Study Areas, and Recommended/Proposed/Potential Wilderness), and Areas of Critical Concerns (BLM) special tactics must be used. No motorized equipment may be used without proper approval including chainsaws, portable pumps and helicopter landings. Minimum Impact Suppression Tactics (MIST) will be utilized in order to minimize adverse impacts of management actions. Fire management resources will be advised of this and briefed on MIST.

Wildland Urban Interface Protection

structural fire suppression is the responsibility of local fire service Entities. Keeping an approaching wildfire from reaching a structure may be the responsibility of any of the parties to this agreement depending upon the location of the wildfire, ownership of the structure, and the chosen management strategy.

Private Lands – The protection of privately owned land and structures are the responsibility of the local fire service Entity that has jurisdiction for the private property.

Federal Lands w/Private Structures - The protection of privately owned structures on federal lands is the responsibility of the local fire service Entity that has jurisdiction for the private structures. Structure protection responsibilities of the local fire service Entity include actions taken directly on the structure or on the immediate area surrounding structures. The Federal Agencies will be responsible for keeping the fire from reaching the structures.

Entities that elect not to immediately suppress an ignition in order to manage the fire to achieve Land Management Plan objectives are responsible for the cost associated with that fire. This includes the cost of protecting private land, structures and infrastructure, as well as other State and Federal managed lands unless negotiated otherwise with the other affected jurisdictions. For incidents that have an initial response objective of protection (suppression) and it is later determined that a decision is made to effectively manage the incident for resource objectives, Entities should follow the standard cost share principles and may need to develop additional cost share agreements based on changes in the situation and objectives.

The local fire service Entity is responsible for developing structure protection plans and coordinating with the Incident Management Team to implement the plan. This could include the local fire service Entity preparing the plan themselves or working with the Incident Management Team to obtain resources to prepare and implement the plan.

Decision Process:ESCAPED FIRES OR FIRES THREATENING OTHER JURISDICTIONS

Field personnel, involved in fire suppression action, will contact the other protecting Entities as soon as possible after a fire escapes or threatens to escape initial attack, or is expected to be managed as a long duration event near intermingled ownership (defined as different ownership within 1 mile of the fire or it is anticipated that other ownerships may be involved). A Unit Administrator Group (see Glossary, Attachment 1) will be assembled by the initial attack Entity to represent the protecting Entities involved with that fire. For a list of the designated representatives for purposes of creating a Unit Administrator Group (UAG), see the directory (Attachment 2). The function including the roles and responsibilities for each rep within the UAG will vary to some extent between each agency as determined by agency policy and each respective Unit Administrator. In some cases, there will be several positions assigned to aid in completing the above tasks.

1. Guidelines for assembling the Unit Administrator Group
 - a. A wildfire that escapes initial attack or is a threat to other jurisdictions.
 - b. The fire is to be determined at a Type III or higher complexity level.
 - c. Containment is not anticipated before the next burning period.

2. The Unit Administrator Group's function is:
 - a. To participate in development and approval of wildfire decision documents developed for managing a fire incident.
 - b. To recommend to the appropriate Line Officer(s) the level at which the Incident should be managed.
 - c. To prepare a Delegation of Authority for Line Officers(s) signature.
 - d. To act as the Entity's Representative for their respective Entity.
 - e. To develop a coordinated message of Leader's Intent and agree on incident priorities to communicate to the incoming IC.
 - f. To recommend to the Line Officer(s) the management level (Type 1, 2 or 3) and command structure (Unified or Single IC) appropriate for the incident. This recommendation will be based upon complexity, ownership, values to be protected, and qualifications of personnel.
 - g. To initiate a written cost share agreement for Line Officer(s) approval signatures (Example – Exhibit G).
 - h. To prepare an IMT in-briefing, if an IMT has been ordered.
 - i. To agree to all expenditures whenever the management actions must be modified including mop-up, rehab, and patrol after demobilization of the fire.
 1. The Incident Commander/Unified Command will provide the Unit Administrator Group with an estimated fire cost daily.
 2. The Incident Commander/Unified Command and the Unit Administrator Group will reach mutual agreement when the fire situation is such that the group can be demobilized.

Delegation of Authority:

Incidents that have been declared as exceeding initial attack and transition to extended attack shall have an incident specific Delegation of Authority in place as soon as possible.

Preservation of Evidence and Fire Cause Determination:

Each Entity is responsible for investigating and taking appropriate law enforcement action for all fires on lands under their jurisdiction. The initial attack Incident Commander will take all responsible precautions to preserve evidence found.

Entities shall render mutual assistance in investigation and law enforcement activities and in court prosecutions to the fullest extent possible. Each Entity shall be responsible for fire-related law enforcement activities on wildfires that originate on their respective lands. To the extent permitted by Federal and State law, the protecting Entity will provide investigation files relative to the fire to the jurisdictional Entity for legal action and/or prosecution.

USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES**Cost Share Agreement:**

In situations where an incident encompasses land under the protection or jurisdictional responsibility of more than one Entity, a cost share agreement will be initiated as soon as possible prior to containment.

When fires are managed for multiple management objectives, a cost share agreement will be negotiated on a case by case basis. Where agreement cannot be reached regarding incident strategies, tactics, or costs the discussion will be elevated to the next level of Entity administrators representing each Entity.

See Exhibit G

When a cost share agreement is negotiated, the reciprocal (mutual aid) period will not apply. All costs will begin at the start of the incident.

Training:

The Entities party to this agreement will coordinate wildland fire training locally within the County, State, and the Geographic Area. Zone Training Representatives are responsible for coordinating with all Entities for the planning and delivery of wildland fire training.

Communication Systems:

Communication frequencies to be used for initial attack are included in Attachment 3.

All Parties to this agreement give permission for the use of their respective Entity's radio frequencies for emergency use only.

All Entities will utilize the Standard Air to Ground naming convention adopted by the National Interagency Incident Communication Division.

Aviation Operations:

1. Aerial resources/support may be used with prior approval of the protecting Entity unless otherwise specified under “Special Management Considerations” of this plan. For list of contacts for retardant usage see the appropriate County Directory (Attachment 2).
2. Aerial resources/support will be paid for by the requesting Entity if prior approval has not been obtained.
3. Air to air and air to ground frequencies with designated ground contacts need to be established with dispatch.
4. Aviation costs of wildfires on non-federal lands – reimbursement for aviation assets will be billed to the agency that has jurisdiction for the fire and are excluded from mutual aid. Daily availability, if there is any will still be the responsibility of the federal agency(ies).

Billing Procedures:

1. Federal Billings: Federal Agencies will not bill each other for fire suppression. See sub-paragraph 4 under this section for State and County billings.
2. When non-federal resources respond to non-federal incidents outside the State of Wyoming, bills should be submitted to the jurisdictional Agency where an existing payment mechanism has been implemented. If agreement and payment mechanisms do not exist, bills should be submitted to the appropriate USDA Forest Service, Rocky Mountain Region or Intermountain Region.

Wyoming State Forestry Division will coordinate resources, audit bills for service, and forward all completed bills for services to the Forest Service under these qualifying conditions:

- i. When non-federal resources respond to incidents which are outside the State of Wyoming, but are within USDA Forest Service Jurisdiction.
- ii. When the USDA Forest Service is the Lead Agency for Payment.

All completed bills will then be sent to the appropriate Forest Service region at the address listed below.

USDA Forest Service, Rocky Mountain Region
 Attn: Incident Business - Attn: Regional Business Specialist
 740 Simms Street
 Golden, CO 80401

USDA Forest Service, Intermountain Region
 Attn: Incident Business - Attn: Regional Business Specialist
 324 25th Street
 Ogden, UT 84401

3. When non-federal resources respond outside the State of Wyoming to incidents that are under US DOI jurisdiction or where the US DOI is the lead Agency for Payment, Wyoming State Forestry

Division will coordinate resources, audit bills for services, and forward all completed bills for services to the appropriate DOI Agency at the address listed below in sub-paragraph 4.

4. State and County Billings: When State or County resources are used and the fire management activity is within the State of Wyoming, the State or County will bill the protecting host unit.

When the State is the jurisdictional Agency, the Federal Agencies will submit their individual billings to the State and the State will reimburse each individual Agency. When the County is the jurisdictional Entity, the Federal Agencies will submit their individual billings to the County and the County will reimburse each individual Agency.

Payment for Wyoming State/County resources will be made directly to the appropriate State/County identified in the billing. The State will coordinate billing questions or disputes with the appropriate County.

Billing Addresses: All bills for services provided to the Wyoming State Forestry Division or to Counties will be mailed to the appropriate address listed below:

All bills for services provided to the Rocky Mountain Region – Forest Service will be mailed to:

USFS Rocky Mountain Region
Attn: Incident Business Specialist
740 Simms Street
Golden, CO 80401

All bills for services provided to the Intermountain Region – Forest Service will be mailed to:

USFS Intermountain Region
Attn: Incident Business Specialist
324 25th Street
Ogden, UT 84401

All bills for services provided to the Department of the Interior/BLM will be mailed to:

BLM Wyoming State Office
Attn: Budget/Incident Business Program Analyst
PO Box 1828
5353 Yellowstone Rd
Cheyenne, WY 82003

All bills for services provided to the Department of the Interior/NPS Intermountain Region will be mailed to:

NPS – Intermountain Region
Attn: Fire Incident Business Specialist
12795 W Alameda Parkway, Lakewood, CO 80228

PO Box 25287, Denver, CO 80225-0287

All bills for services provided to the Department of the Interior/BIA will be mailed to:

Bureau of Indian Affairs – Rocky Mountain Region
Branch of Fire & Forestry
Attn: Budget Analyst
316 N. 26th Street
Billings, MT 59101

All bills for services provided to the Department of the Interior/Fish and Wildlife Service will be mailed to:

US Fish & Wildlife Service
Regional Fire Administrative Officer
134 Union Blvd, Ste 300
Lakewood, CO 80228

The non-federal Entities of Wyoming are cooperators, not contractors. Rates established in the annual Wyoming Fire Mobilization Plan or Mini Fire Mobilization Plan exhibits C, D, E, F, and G have been agreed upon and accepted by all Entities. Emergency Equipment Rental Agreements will only be executed for equipment not listed in the above exhibits.

The jurisdictional Entity is not obligated to reimburse the supporting Entity for costs incurred during the Reciprocal (Mutual Aid) Period unless otherwise specified in a cost share agreement.

Fire Numbers: Entities will share their respective individual fire numbers for cross referencing purposes.

Billing Estimates/Time Frames: On fires where costs are incurred pursuant to the terms of this agreement, the billing Entity shall submit a bill or estimate for reimbursement as soon as possible, but not later than 120 days after the fire is controlled. If the total cost is not known at the time of initial billing, a partial bill, so identified, may be submitted. A final bill, so identified, will be issued within 270 days after control of the fire.

Billing deadlines set forth herein are intended merely to encourage prompt billing, and failure to meet billing deadlines shall not be construed as a release or waiver of claims for reimbursement against the other Entity.

For obligation purposes, the federal Entities will submit unpaid obligational figures to the non-federal Entities by May 15. The non-federal Entities will submit unpaid obligational figures to the appropriate federal Entity by September 15 for the previous federal fiscal year.

After the final billing has been sent and additional costs are identified, a supplemental billing may be issued if agreeable to applicable Entities.

Billing Content: A separate bill will be submitted for each fire. Bills or State Form WSFD-41, Exhibit B Invoice Form for Wyoming Firefighters and Equipment (WSFD-41) will be summarized by major categories. Bills or WSFD-41 will include incident name, location, accounting code, jurisdictional unit, incident number, appropriate resource order number, inclusive dates, and will be supported by originals or copies of the following:

- Fire Time Reports, OF-288
- Summary of travel charges
- Equipment Use Invoice and Daily Shift Tickets
- Credit card bill, list of purchases
- Cost Share Agreement, when applicable
- Copy of Resource Order

For out of state resources used on State or Private land incidents, their bills will be sent to the address below. Wyoming State Forestry Division will either make payment or forward the bill to the appropriate Entity for payment.

Lynda Berckefeldt
Wyoming State Forestry Division
5500 Bishop Blvd.
Cheyenne, WY 82002

INCIDENTS OUTSIDE THE STATE OF WYOMING

Any time non-federal Entity resources respond outside the State of Wyoming, all bills for services will be sent to the address below, where they will be audited and forwarded on as appropriate. Wyoming State Forestry Division (WSFD) will coordinate resources, audit bills for services, and forward all completed bills for services (Exhibit B's) on to the Forest Service, Rocky Mountain Regional Incident Business – Regional Budget Office.

Lynda Berckefeldt
Wyoming State Forestry Division
5500 Bishop Blvd.
Cheyenne, WY 82002

Payment Due Dates: All bills will have a payment due date 30 days after the date of issuance. If payment cannot be made before the 30 days expire, then a 30-day extension, with oral or written justification, may be requested. Voucher difference statements will accompany any payment made that is different than the amount billed.

Disputed Billings: Written notice that a bill is contested will be mailed to the billing Agency within 30 days of issuance of the final bill, and will fully explain the area of dispute. Contested items will be resolved within the designated waiver period.

Fire Cost Meeting: The Entities that are party to the cost share agreement will gather their suppression costs and meet to discuss these costs. Contested items will be resolved by signature parties if consensus cannot be reached, these costs will be elevated to the next higher level of management for resolution. After costs for fire suppression have been agreed upon then a bill will be issued to the owing party.

All supporting Entities are subject to examination and audit for 3 years after final payment.

Cost Recovery:

The Authorized Representatives of affected Entities will attempt to reach mutual agreement, as soon as possible after a fire start, on the strategy that will be used to recover suppression costs and damages from the individuals liable for such costs and damages. Such strategy may alter interagency billing procedures, timing, and content as otherwise provided in this agreement. Any Entity may independently pursue civil actions against individuals to recover suppression costs and damages. In those cases where costs have been recovered from an individual, reimbursement of initial attack, as well as suppression costs to the extent included in the recovery, will be made to the Entity taking reciprocal action.

GENERAL PROVISIONS

Modification:

Modifications within the scope of this Agreement shall be made by mutual consent of the Entities, by the issuance of a written modification request with a minimum 20 days notice, signed and dated by all Agencies, prior to any changes being performed. No Entity is obligated to fund any changes not properly approved in advance.

Annual Review:

This Annual Operating Plan (AOP) is reviewed annually by April 15 and revised, as needed. Wyoming State Forestry Division will be the lead Entity responsible for preparing the plan annually.

Entirety of Agreement:

This Agreement consisting of 20 pages, Attachments 1-3, and Exhibits A-H, represents the entire and integrated Agreement between the Entities.

Duration of Agreement:

This Annual Operating Plan remains in effect until superseded. It may be terminated upon 20 days written notice to all Entities.

Sovereign Immunity:

The parties do not waive sovereign immunity by entering into this Agreement and specifically retain immunity and all defenses available to them pursuant to State and Federal law.

Authorized Representatives/Signatures:

By signature below, all signatories to this Annual Operating Plan certify that the individuals listed in this document are authorized to act in their respective areas for matters related to this Annual Operating Plan. By my signature below, I authorize my signature to be photocopied into each and all of the Annual Operating Fire Plans for the Wyoming Interagency Cooperative Fire Management Agreement.

I understand that my Entity will be provided a copy of the agreement with a photocopied signature page when the required signatures are obtained.

THE PARTIES HERETO, as evidenced by their authorized signature below, have executed, and thereby entered into, this agreement upon the date of the last signature below.

PREPARED AND APPROVED BY:

Lincoln County

_____ Chairman, Lincoln County Commissioners 925 Sage Street, Kemmerer, WY 83101	(Printed Name)	Date
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_____ Lincoln County Fire Warden P.O. Box 203, Cokeville, WY 83114	(Printed Name)	Date
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_____ Chairman, Alpine Fire District P.O. Box 3785, Alpine, WY 83128	(Printed Name)	Date
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_____ Chairman, Bear River Fire District P.O. Box 99, Cokeville, WY 83114	(Printed Name)	Date
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_____ Chairman, South Lincoln County Fire District P.O. Box 188, Kemmerer, WY 83101	(Printed Name)	Date
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_____ Chairman, Upper Valley Fire District P.O. Box 546, Afton, WY 83110	(Printed Name)	Date
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Sublette County

_____ Chairman, Sublette County Commissioners 21 South Tyler Avenue, Pinedale, WY 82941	(Printed Name)	Date
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_____ Sublette County Fire Warden 130 South Fremont Avenue, Pinedale, WY 82941	(Printed Name)	Date
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Sweetwater County

Chairman, Sweetwater County Commissioners Courthouse, Green River, WY 82935	(Printed Name)	Date
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Sweetwater County Fire Warden 430 Blair Avenue, Rock Springs, WY 82901	(Printed Name)	Date
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Mayor, Town of Granger P.O. Box 42, Granger, WY 82934	(Printed Name)	Date
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Mayor, City of Rock Springs 212 D Street, Rock Springs, WY 82901	(Printed Name)	Date
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Mayor, Town of Wamsutter P.O. Box 6, Wamsutter, WY 82336	(Printed Name)	Date
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Chairman, Eden-Farson Fire District P.O. Box 6, Farson, WY 82932	(Printed Name)	Date
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Chairman, Sweetwater County Fire District #1 3010 College Drive, Rock Springs, WY 82901	(Printed Name)	Date
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Fire Chief, Rock Springs Fire Department 600 College Drive, Rock Springs, WY 82901	(Printed Name)	Date
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Teton County

Chairman, Teton County Commissioners P.O. Box 1727, Jackson, WY 83001	(Printed Name)	Date
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Teton County Fire Warden	(Printed Name)	Date
P.O. Box 901, Jackson, WY 83001		

Chief, Teton Village Special Fire District	(Printed Name)	Date
P.O. Box 56, Teton Village, WY 83025		

Uinta County

Chairman, Uinta County Commissioners	(Printed Name)	Date
225 9 th Street, Evanston, WY 82930		

Uinta County Fire Warden	(Printed Name)	Date
P.O. Box 640, Evanston, WY 82931		

President, Uinta County Rural Fire District	(Printed Name)	Date
3301 County Road 165, Evanston, WY 82930		

Chairman	(Printed Name)	Date
Uinta County Emergency Services Joint Powers Board		
P.O. Box 640, Evanston, WY 82931		

Bureau of Land Management

District Manager	(Printed Name)	Date
High Desert District Office, Bureau of Land Management		
280 Highway 191 North, Rock Springs, WY 82901		

District Manager	(Printed Name)	Date
Wind River/Big Horn Basin District Office, Bureau of Land Management		
P.O. Box 119, Worland, WY 82401		

United States Forest Service

Forest Supervisor, Ashley National Forest 355 North Vernal Avenue, Vernal, UT 84078	(Printed Name)	Date
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Forest Supervisor, Bridger-Teton National Forest P.O. Box 1888, Jackson, WY 83001	(Printed Name)	Date
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Forest Supervisor, Uinta-Wasatch-Cache National Forest 857 West South Jordan Parkway, South Jordan, UT 84095	(Printed Name)	Date
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National Park Service

Superintendent, Fossil Butte National Monument P.O. Box 592, Kemmerer, WY 83101	(Printed Name)	Date
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Superintendent, Grand Teton National Park and the John D. Rockefeller Jr. Memorial Parkway P.O. Box 170, Moose, WY 83012	(Printed Name)	Date
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US Fish & Wildlife Service

Project Leader, National Elk Refuge P.O. Box 510, Jackson, WY 83001	(Printed Name)	Date
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Project Leader Seedskadee National Wildlife Refuge Complex, US Fish & Wildlife Service P.O. Box 700, Green River, WY 82935	(Printed Name)	Date
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Wyoming State Forestry Division

District Forester, Wyoming State Forestry Division P.O. Box 1678, Pinedale, WY 82941	(Printed Name)	Date
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ATTACHMENT 2

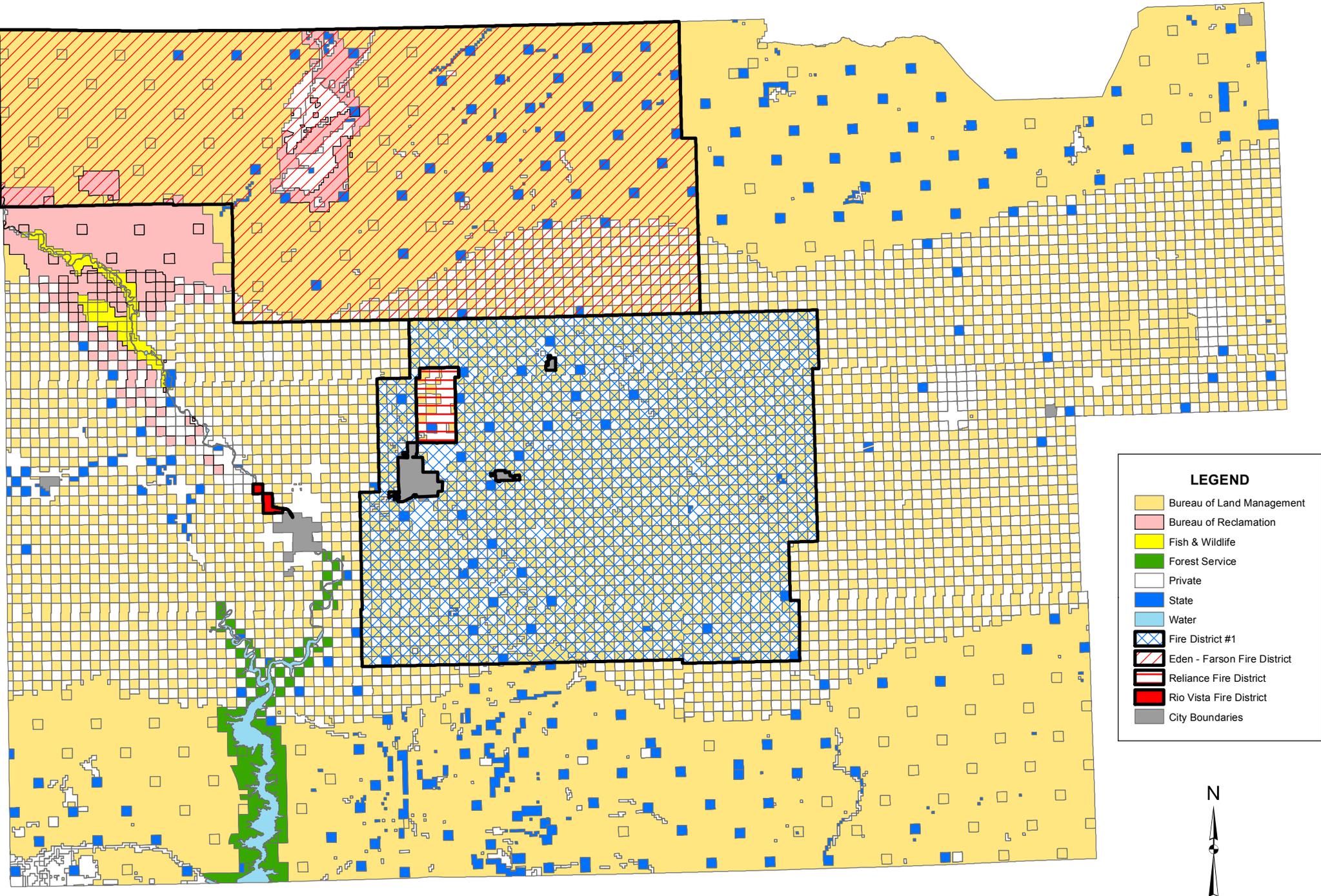
Not included due to sensitive information

ATTACHMENT 3

INITIAL ATTACK FREQUENCIES				
Label	Rx freq	Rx CG	Tx freq	TxCG
STATE FORESTRY LOCAL	151.160		151.160	
SWEETWATER CO LOCAL	155.055		155.055	
BLM FIRE 1 (Lander Tactical)	166.6375		166.6375	
BLM FIRE 2 (High Desert Tactical)	166.825		166.825	
VFIRE 21 (FERN)	154.280		154.280	156.7
ROCK SPRINGS BLM (Aspen)	168.575		168.575	
ROCK SPRINGS RPT (Little Mountain.)	168.575		165.000	136.5
RAWLINS BLM RPT (Flat Top)	168.275		164.250	123.0
WRBD BLM RPT (Limestone)	168.525		172.4375	136.5
ASHLEY NF SIMPLEX	172.225		172.225	
ASHLEY NF RPT (East Park)	172.225		164.8000	136.5
VERNAL BLM RPT (Goslin)	172.625		164.950	110.9
A/G 10 (east of highway 191 and south of highway 28)	166.9375		166.9375	
A/G 14 (west of highway 191)	167.500		167.500	
A/G 15 (east of highway 191)	167.5250		167.5250	
A/G 35 (west of highway 191)	167.2250		167.2250	
VMED 28	155.3400		155.3400	156.7

RADIO FREQUENCIES FOR EMERGENCY USE				
Label	Rx freq	Rx CG	Tx freq	TxCG
VFIRE 21 (FERN)	154.280		154.280	156.7
STATE MUTUAL AID	154.875		154.875	
STATE FORESTRY (1) DIRECT	151.430		151.430	
STATE FORESTRY (2) DIRECT	151.160		151.160	
STATE FORESTRY (3) FIRE	151.295		151.295	
SWEETWATER CO FIRE DIRECT	155.055		155.055	
SWEETWATER CO FIRE REPEAT	155.715		155.055	118.8
BLM FIRE 1 (WRBD Tactical)	166.6375		166.6375	
BLM FIRE 2 (High Desert Tactical)	166.825		166.825	
ROCK SPRINGS BLM REPEAT (Aspen)	168.575		168.575	
ROCK SPRINGS BLM RPT (Hogsback)	168.575		165.000	110.9
ROCK SPRINGS BLM RPT (Twin Buttes)	168.575		165.000	123.0
ROCK SPRINGS RPT (Little Mountain.)	168.575		165.000	136.5
RAWLINS BLM SHEEP MTN	168.275		168.275	
RAWLINS BLM RPT (Flat Top)	168.275		164.250	123.0
WRBD BLM RPT (Limestone)	168.525		172.4375	136.5
ROCK SPRINGS PORTABLE REPEATER	168.575		165.000	167.9
VERNAL BLM RPT (Goslin)	172.625		164.950	110.9
ASHLEY NF SIMPLEX	172.225		172.225	
ASHLEY NF RPT (East Park)	172.225		164.8000	136.5
NIMS SCENE OF ACTION	168.550		168.550	
AIR TO GROUND A/G 10 (east of hwy 191 and south of hwy 28)	166.9375		166.9375	
AIR TO GROUND A/G 15 (east of hwy 191 and south of hwy 28)	167.5250		167.5250	
AIR TO GROUND A/G 13 (east of hwy 191 and north of hwy 28)	167.4250		167.4250	
AIR TO GROUND A/G 14 (west of highway 191)	167.5000		167.5000	
VMED 28	155.3400		155.3400	156.7
City of Rock Springs	154.1300		154.1300	

EXHIBIT A SWEETWATER COUNTY OWNERSHIPS



LEGEND

- Bureau of Land Management
- Bureau of Reclamation
- Fish & Wildlife
- Forest Service
- Private
- State
- Water
- Fire District #1
- Eden - Farson Fire District
- Reliance Fire District
- Rio Vista Fire District
- City Boundaries



WYOMING RESOURCE BUSINESS PROCEDURES

This information is provided in summary and will provide a general outline for WSFD procedures that differ from other agencies. For further information, contact Lynda Berckefeldt, Fire Business Manager at (Work) 307-777-7300, (Cell) 307-421-0065 or, JT Wensman, Assistant State Forester – Fire Management in Cheyenne, WY, at (Work) 307-777-3368, (Cell) 307-286-6315.

Wyoming firefighters use all Incident Command System (ICS) forms, the same as in the Interagency Incident Business Management Handbook and in the finance kits. In addition, all state and county resources responding to any incident (private, state, federal) will have a copy of the “Wyoming Wildland Fire Resource Mobilization Guide”, which contains the established procedures, rates and forms. This information can also be found on this web site: <http://wyfireinfo.wy.gov> (Click on CFW/Business Tab)

For qualifying EFSA fires, the qualifying County/Department/District should be the Administrative Office for Payment. The qualifying County/Department/District will be responsible for reimbursing all Wyoming County responding resources and all local vendor payments. WSFD will process I-BPA payments, payments based on any current federal agreement (i.e. VIPR or EERA Agreements), and other states responding resources and after Cost Share meeting, WSFD will pay the federal costs associated with the incident (within WSFD statutory and budget authorities). WSFD will keep original documentation whenever possible.

On multi-jurisdictional fires, the cost share agreement will specify the Administrative Office for Payment and the agencies will determine appropriate payment processing.

Contract claim resolutions and corresponding payment invoices may be delegated to a federal contracting officer if assigned to a state or private land fire.

Payment office address for Wyoming State Lands is at the WSFD HQ:

Wyoming State Forestry Division
5500 Bishop Blvd.
Cheyenne, WY 82002

Documentation: When a Cost Share Agreement is done, it will be noted within the agreement which entity will retain the original financial documentation package. If a cost share agreement is negotiated, an incident package may be requested for each agency represented; this should be done early in the incident. IIBM Chapter 40 guidelines will be followed unless specifically directed otherwise.

Personnel Timekeeping: Wyoming has agency resources and cooperators available for wildland firefighting and all-risk incidents under the authority and provisions in the Statewide Cooperative Wildland Fire Management and Stafford Act Response Agreement. Wyoming firefighters under this plan will be treated as “agency” personnel. They should not be confused with private contractors.

WYOMING RESOURCE BUSINESS PROCEDURES

Wyoming firefighter rates are “FF” rates described in the Wyoming Firefighters Pay Plan of the “Wyoming Resource Mobilization Guide”. Rates for full time employed state, county and Department or District employee firefighters will be reimbursed for their established rate in effect at the time of the incident including benefits

The FF rate shown for each classification is the rate per hour to be paid for all service required for each cooperator. Premium compensation of one and one half times the hourly rate will not be paid for FF rates. The percentage of benefits can be added to all fire billings including but not limited to; workers comp, FICA, and Medicare. Percentages will be established by employing agency and an itemized listing will be provided to the Wyoming State Forestry Division (WSFD) Fire Business Manager.

The Incident Official-in-Charge has the final authority to accept or reject any person for employment under this Plan.

Personnel Time will be documented on the Crew Time Report (SF 261) and Emergency Firefighter Time Report (OF-288). Upon demobilization, original OF-288 documents are given to Wyoming resources. Original SF-261 along with copies of OF-288 will be retained by the incident.

The Wyoming State Travel Policy will be used for travel to/from the incident, when lodging and/or meals are not provided by the incident and for the daily incidentals while on an incident. Meals provided by the incident, other than those on days departing from or arriving to home unit, will be deducted. First and last days of travel, (leaving from home unit and arriving back at home unit) will be at 75% of the travel rate. Current GSA per diem rates can be found at: <http://www.gsa.gov>. Motel receipts are required. Wyoming firefighters travel voucher can be found at <http://wyfireinfo.wy.gov> (click on CFW/Business tab), or home unit travel vouchers will be used to verify expenses.

LEAVE TRAVEL TIME HOME OPEN: TRAVEL TIME HOME WILL BE SIGNED THEN POSTED BY THE COUNTY FIRE WARDEN TO THE EMERGENCY FIRE FIGHTER TIME REPORT (OF-288) AND SUBMITTED ALONG WITH THE ORIGINAL TRAVEL CTR FOR REIMBURSEMENT. For billing purposes, the original copy will be sent home with federal, state, county, and volunteer firefighters. The original Emergency Firefighter Time Report (OF-288) should be signed in other than black ink.

Travel time starts when you arrive at the place and time the County Warden/District Chief has designated as the departure point (usually the fire hall). Travel time stops when you arrive in camp and have unloaded or parked the engine. If you have to travel more than a half hour from your home to the departure point, you may claim it as travel time.

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WYOMING RESOURCE BUSINESS PROCEDURES

Incident Operations Driving: These standards address driving by personnel actively engaged in wildland fire or all-hazards response activities, including driving while assigned to a specific incident or during initial attack fire response (includes time required to control the fire and travel to a rest location). In the absence of more restrictive agency policy, these guidelines will be followed during mobilization and demobilization as well. Individual agency driving policies shall be consulted for all other non-incident driving. Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty-day.

- No driver will drive more than 10 hours (behind the wheel) within any duty-day.
- Multiple drivers in a single vehicle may drive up to the duty-day limitation provided no driver exceeds the individual driving (behind the wheel) time limitation of 10 hours.
- A driver shall drive only if they have had at least 8 consecutive hours off duty before beginning a shift.

Exception to the minimum off-duty hour requirement is allowed when essential to:

- o accomplish immediate and critical suppression objectives, or
- o address immediate and critical firefighter or public safety issues.

Documentation of mitigation measures used to reduce fatigue is required for drivers who exceed 16 hour work shifts. This is required regardless of whether the driver was still compliant with the 10 hour individual (behind the wheel) driving time limitations. *(In accordance with the August 2012 Interagency Incident Business Management Handbook)*

Mobilization and Demobilization: To manage fatigue, every effort should be made to avoid off unit (excluding IA response) mobilization and demobilization travel between 2200 hours and 0500 hours. *(In accordance with the January 2016 Interagency Standards for Fire and Fire Aviation Operations Handbook)*

All transportation from point of hire until return to point of hire will be at the requesting unit's expense. When an employee is released for cause, or quits without good reason before the emergency is over, pay will be stopped at the time services are terminated. However, return transportation to the point of hire may be allowed such an employee at the option of the Incident Official-in-Charge.

All breaks of more than three hours and all meal breaks while traveling to and from the incident need to be shown.

All hours of employment under this Pay Plan will be recorded as either on-shift or off-shift. All on-shift time is compensable; all off-shift time is non-compensable.

On-shift is time of actual work, ordered standby, or compensable travel with a specific start and ending time. On Shift consists of time spent traveling from and to the point of hire and related waiting time, and other travel necessary for the performance of work, such as from incident camp to incident line or between incident camps.

WYOMING RESOURCE BUSINESS PROCEDURES

Off-shift is non-compensable time that allows for sleeping and eating or other activities of a personal nature.

Ordered standby: An employee is on duty and time spent in ordered standby is hours of work if, for work-related reasons, the employee is restricted by official order to a designated post of duty and is assigned to be in a state of readiness to perform work with limitations on the employee's activities so substantial that the employee cannot use the time effectively for his or her own purposes. A finding that an employee's activities are substantially limited may not be based on the fact that an employee is subject to restrictions necessary to ensure that the employee will be able to perform his or her duties and responsibilities, such as restriction on alcohol consumption or use of certain medications (5 CFR 551.431(a)(1))

Incident agencies or IMT's that utilize ordered standby must document the decision and clock hours in writing on the CTR, SF-261. The clock hours must be recorded on the Emergency Firefighter Time Report, OF-288, for all compensable hours under ordered standby. Ordered standby demands careful attention to ensure that compensation is paid where warranted and not paid when inappropriate (5 CFR 55.431).

The following guidelines are provided for uniformity:

Compensable standby shall be limited to those times when an individual is held, by direction or orders, in a specific location, fully outfitted and ready for assignment (15 Federal Labor Relations Authority (FLRA) No. 91, August 9, 1984; 52 Comp. Gen. 794; and *Hyde v. United States*, 209 Ct. Cl. 7456, 1976).

Individuals' are not entitled to standby compensation for time spent eating when actual work is not being performed. This applies even though the individuals' may be required to remain at the temporary work site.

Time spent in a mobilization or demobilization center, or other general area, including incident base, where the individual can rest, eat, or, to a limited degree, pursue activities of a personal nature is not compensable as ordered standby.

Such time is compensable only to the extent needed to complete the guaranteed hours (8, 9, or 10) for that calendar day. No pay authority exists to guarantee individuals' more than their base hours. ICs or AAs do not have the authority to guarantee more than base hours. (*In accordance with the August 2012 Interagency Incident Business Management Handbook*)

All County and State resource orders canceled while enroute to an incident will return to home base immediately unless repositioning is approved. If the resource is a strike team or a task force, approval will not be granted without consent of 100% of the counties involved with the order being canceled. If repositioning is approved, manpower will be paid a minimum of eight hours per day and all equipment will receive the daily minimum guarantee. All equipment and manpower will be released if not assigned within 24 hours of arriving at the repositioning location. Equipment and manpower will be released if not used within 24 hours of coming off their last assigned shift.

WYOMING RESOURCE BUSINESS PROCEDURES

Minimum compensable time allowance for each employment period is 2 hours. Thereafter, time will be computed in multiples of 30 minutes.

Length of Assignment:

Assignment Definition - An assignment is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit.

Length of Assignment - Standard assignment length is 14 days, exclusive of travel from and to home unit, with possible extensions identified below.

Time spent in staging and preposition status counts toward the 14 day limit, regardless of pay status, for all personnel, including IMTs.

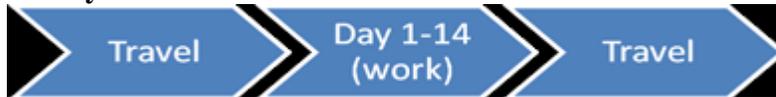
Assignment Extension - Prior to assigning incident personnel to back-to-back assignments, their health, readiness, and capability must be considered. The health and safety of incident personnel and resources will not be compromised under any circumstance.

Assignments may be extended when:

- life and property are imminently threatened,
- suppression objectives are close to being met, or
- replacement resources are unavailable, or have not yet arrived

Upon completion of the standard 14 day assignment, an extension of up to an additional 14 days may be allowed (for a total of up to 30 days, inclusive of mandatory days off, and exclusive of travel). Regardless of extension duration, 2 mandatory days off will be provided prior to the 22nd day of the assignment. When personnel are required to take a mandatory day off, which falls on their normal day off, there will be no pay compensation.

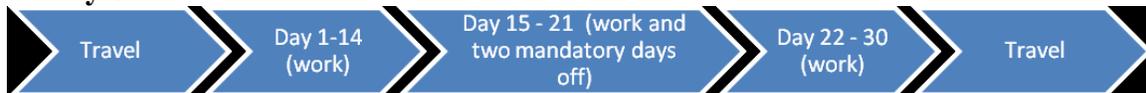
14 Day Scenario



21 Day Scenario



30 Day Scenario



WYOMING RESOURCE BUSINESS PROCEDURES

Single Resource Extensions:

The Section Chief or IC will identify the need for assignment extension and will obtain the affected resources concurrence. The Section Chief and affected resource will acquire and document the home unit supervisor's approval.

The IC approves the extension. If a geographic or national multi-agency coordinating group (GMAC/NMAC) is in place, the IC approves only after GMAC/NMAC concurrence.

The home unit supervisor and affected resource must concur with the extension.

(In accordance with the August 2012 Interagency Incident Business Management Handbook)

Meals on Fireline: Personnel on the fireline may be compensated for meal periods if all the following conditions are met:

- 1) the fire is not controlled, and;
- 2) the Operations Section Chief makes a decision that it is critical to the effort of controlling the fire that personnel remain at their post of duty and continue to work as they eat, and;
- 3) the compensable meal break is approved by the supervisor at the next level and it is appropriately documented on the Crew Time Report, SF-261.

Whenever deemed practical and necessary by the Incident Official-in-Charge, the Government will furnish subsistence and lodging without cost. There will be no additional compensation for subsistence or lodging which the employee may furnish.

Entitlements: State and county resources do not receive hazard pay. The percentage of benefits can be added to all fire billings including but not limited to; workers comp, FICA and Medicare. Percentages will be established by employing agency and an itemized listing will be provided to the Wyoming Fire Business Manager.

Wyoming firefighters may purchase from the commissary. Charges must be recorded on the firefighter time report for payment purposes.

Restocking of equipment and supplies from the supply unit is allowed. For items that are not able to be filled at the supply or ground support unit upon demobilization, an "S" number shall be given in order that the item(s) may be purchased at the home unit.

Emergency Equipment Use Invoice, OF-286: Emergency Equipment Use Invoices will be used when hiring any equipment and for miscellaneous expenses. When completing the Emergency Equipment Use Invoice, the preparer must enter the EIN/SSN number for payment processing as explained in the EERA instructions.

Effective Dates of Agreement: **04/15/present year through 04/14/following year**

WYOMING RESOURCE BUSINESS PROCEDURES

On state land incidents, enter the WSFD HQ address in the Administrative Office For Payment block. For private land incidents, enter the Local County or fire district address in the block. For joint ownership incidents the Unit Administrator Group will give direction.

As mentioned previously, the rates to be used for state and county department resources are found in the “Wyoming Wildland Fire Resource Mobilization Guide”. Procedures for the OF-286 invoices at the end of the incident are to ensure all deductions for fuel, oil and repairs are posted and the documents are signed. Time worked on incident will be finalized on incident.

Wyoming equipment remains in paid status during meal breaks while on fireline.

Privately Owned Vehicle(s) (POVs): When authorized for use, POVs get reimbursed for mileage and a daily rate, for travel to/from incident and if it is used on incident. If it is not used, there are no charges for it for that day. POVs are listed under the dispatching county entity, and reimbursed through the same process as a state/county vehicle for that county. Mileage and daily use must be documented on an Emergency Equipment Shift Ticket (OF-297) and posted to an Emergency Equipment Use Invoice (OF-286). The original OF-297 and OF-286 must be sent home with the equipment for billing purposes. Fuel is documented as a deduction for POVs the same as state/county equipment, as all equipment is wet. Fuel and oil purchases are documented on Fuel and Oil Tickets (OF-304), if purchased on an incident, and a credit card cannot be used.

Any equipment resource claiming mileage will record daily odometer readings on an Emergency Equipment Shift Ticket (OF-297) and it must be signed by incident supervisor.

Both POVs and agency vehicles should be noted on original resource orders as authorized at time of dispatch.

Travel time home will be signed then posted by the County Fire Warden to the Emergency Equipment Use Invoice (OF-286) and submitted along with Emergency Shift Ticket (OF-297) for reimbursement. FOR STATE AND COUNTY RESOURCES, ALL ORIGINAL SIGNED USE INVOICES (OF-286), SHIFT TICKETS (OF-297) AND FUEL AND OIL TICKETS (OF-304); ARE SENT HOME WITH THE EQUIPMENT FOR BILLING PURPOSES. The original computerized Emergency Equipment Use Invoice (OF-286) should be signed in other than black ink.

Procurement

Emergency Equipment Rental Agreements, OF-294: On state land incidents, WSFD personnel can execute OF-294 agreements. On private land incidents, County Wardens, District Chiefs or their designee can execute OF-294 agreements. In both instances, the agreements do not have to be countersigned by Contracting Officers or Procurement Unit Leaders. On joint ownership incidents the Unit Administrator Group will give direction.

WYOMING RESOURCE BUSINESS PROCEDURES

When writing EERA's on state land incidents, use the following address for the "Ordering Office" which is also the office of payment:

Wyoming State Forestry Division
5500 Bishop Blvd
Cheyenne, WY 82002

When writing EERA's on private land incidents, check with the County Warden or District Chief or their designee to get the correct office of payment information.

Direction may be given by the Unit Administrator Group for EERA's on joint ownership incidents.

For agreement numbers on state land incidents, check with the local District Forester to secure a block of numbers. For private land incidents check with the local County Warden, District Chief, or their designee.

During completion of the CONTRACTOR block, the EIN/SSN number must be filled in. A signed WOLFS-109 or W-9, Request for Taxpayer Identification Number and Certification, must be completed before payment is possible. The WOLFS-109 form can be found on the following web site: <http://wyfireinfo.wy.gov> (click on **CFW/Business** tab) or from a Wyoming Agency Representative. This form should be attached to the payment documents, when submitting for payment, when the "Administrative Office for Payment" is Wyoming State Forestry Division.

The W-9 form, also located on above web site, should be completed when the "Administrative Office for Payment" is the local jurisdictional county.

Only prepare an EERA for equipment not covered in the Wyoming Wildland Fire Resource Mobilization Guide when Wyoming state/county/department/district equipment is used on incident. Shift tickets, fuel issues, and use invoices should be prepared for these units.

Miscellaneous Purchases: The OF-286 can be used for miscellaneous expenses in the same manner as hiring equipment. Wyoming does not use Blanket Purchase Agreements, but have a large variety of charge accounts set up in communities throughout the state.

As bills for meals, lodging, fuel or other supplies are turned in to finance, an OF-286 is prepared. These can be documented by each transaction or daily. Remember do not include sales tax. It can be taken off in the deductions section if tax has been added to the bill.

Copies of the vendors itemized invoice showing name, address, date, incident name, and total amount due, must be attached to the OF-286. The vendor invoices must be signed by the person making the purchase. A maximum **18** percent gratuity may be included on meal invoices (except sack and "to go" lunches).

WYOMING RESOURCE BUSINESS PROCEDURES

Ordering of Wyoming State Forestry Inmate Crews (Smokebusters) and State of Wyoming Exclusive Use Helicopter:

For mobilization of WSFD resources, Northern Great Plains (Rapid City, SD), Northern Utah (Salt Lake City, UT) Teton (Moose, WY) and Rawlins (Rawlins, WY) Interagency Dispatch Centers may order directly from the dispatch center in charge of that resource.

This ordering will be done via the Resource Ordering Status System (ROSS).

Inmate Hand Crews (Smokebusters): The Smokebusters (based out of the Wyoming Honor Conservation Camp in Newcastle, Wyoming) are ordered directly from Casper Interagency Dispatch Center. They have NWCG qualified inmates who can be dispatched to both wildland and prescribed fires within the state.

Smokebuster crews are restricted to the State of Wyoming boundaries, with the following exception; they can also be dispatched to wildland fires in the Black Hills of South Dakota. These crews are configured as 5 to 7 man squads with a red carded crew boss from WSFD. In some instances a Department of Corrections officer will be sent along with the 20 man crews. In lieu of a correctional officer, the crew supervisors will be responsible for the inmate crew's needs before, during and after shift. This may cause the supervisors to claim work hours in excess of the 2:1 work/rest ratio. The supervisors "in camp" work hours should not be counted against the work/rest ratio.

Individual Emergency Firefighter Time Reports (OF-288) will be kept on individual crew bosses and correctional officers. Emergency Firefighter Time Reports (OF-288) will not be kept on individual inmate crewmembers. Do only one OF-288 for each crew. Name them; number of crew members, then Smokebusters (i.e. 14 Smokebusters, 7 Smokebusters, 7 Smokebusters (2)).

Wyoming Helitack: The Wyoming State Helitack (based out of the Glenrock area) is ordered directly from Casper Interagency Dispatch Center

To promote safe and aggressive initial attack, fires on State and/or Private jurisdiction or those fires that pose an imminent threat to State and/or Private lands: WSFD shall assume all associated costs of the Wyoming State Helitack for at least a full operational period to be determined by the WSFD fire Duty Officer. Federal/**other out of state** personnel assigned to the Helitack may still be billed to the incident during this time. Fires on Federal lands or those fires that pose no imminent threat to State and/or

Private land, WSFD shall seek reimbursement for all costs associated with the Wyoming State Helitack with the exception of the aircraft daily availability. WSFD will assume the daily rate for the helicopter on all incidents regardless of jurisdiction. WSFD will notify all cooperators of current flight hourly rates and support costs associated with the Wyoming State Helitack, annually.

WYOMING RESOURCE BUSINESS PROCEDURES

Ordering of Wyoming Office of Homeland Security (WOHS), Wyoming Military Department (WMD) and Wyoming Department of Transportation (WYDOT) resources:

Orders for resources for wildland fire incidents from these state agencies will be placed with the Interagency Zone Dispatch Center. The Interagency Zone Dispatch Center will then place the order with the Wyoming State Forestry Division (WSFD) Duty Officer. The WSFD Duty Officer will order the requested resources through these respective state agencies and respond back to the Interagency Zone Dispatch Center with the status.

Available (WMD) incident resources include but are not limited to: ground transportation, Blackhawk Helicopters with buckets, dozers and MAFFS unit. When ordered, a liaison from the Guard will accompany the ordered resources. Upon being ordered the National Guard will notify Wyoming State Forestry Division with the equipment identification and a manifest with the personnel responding.

Available WOHS incident resources include but are not limited to: Communications trailer, portable radio cache, refrigeration trailer and generators.

Available WYDOT incident resources include but are not limited to: Highway signs, dozers, and road graders.

County Fire Warden Billing Procedures:

- 1) Out of State Fires – Send Exhibit B, and all original backup documentation to WSFD for audit and forwarding on to the appropriate jurisdictional entity. (BLM, BIA, USFYS, USFS, NPS Regional Offices)
- 2) In-State: Send the Exhibit B, and all the original backup documentation to the appropriate jurisdictional entity (BLM District Office, USFS FMO Office, NP Office, etc.)
- 3) EFSA Qualifying Incident – Exhibit B and original backup documentation will be sent to the County you are providing assistance to. That County will issue payment, then send a copy of check / voucher / warrant along with documentation to WSFD for reimbursement.

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EXHIBIT B-2
RESPONSIBILITIES OF FINANCE SECTION
WITH WYOMING ENGINES AND RESOURCES

Receive paperwork package from engine boss/agency representative upon their arrival in incident camp. It should consist of:

1. Emergency Firefighter Time Reports for all firefighters, or Check-In Form
2. Emergency Equipment Use Invoices for all equipment, or Check-In Form
3. Crew Time Report showing travel time to incident.
4. Emergency Equipment Shift Tickets for each piece of equipment showing travel time/mileage to incident.
5. Copy of Mini Fire Mobilization Guide
 - Equipment rates: (Exhibit C, D, E & E-1)
 - Firefighter rates: (Exhibit F)
6. Resource Order

Complete box 9 for all Emergency Equipment Use Invoices.

Daily: Post times from crew time reports and Emergency Equipment shift tickets to the Emergency Firefighter Time Report and Emergency Equipment Use Invoice.

At demobilization:

1. Verify that all days and times have been posted accurately. Leave travel home open. **Travel time home will be finalized by home unit.**
2. Deduct any fuel costs for equipment on Emergency Equipment Use Invoices.
3. Have engine boss/agency representative check Emergency Firefighters Time Reports and Emergency Equipment Use Invoices. Correct any errors.
4. After Engine Boss/Agency Representative has signed reports and invoices, sign reports and invoices.
5. Give the Engine Boss/Agency Representative (1) the original and employee/contractor copies of all the Emergency Firefighter Time Reports. Make sure all Workers Comp or other medical forms are attached to the Time Reports. (2) Original Emergency Equipment Use Invoices, original Emergency Equipment shift tickets, and fuel and oil tickets.
6. Verify with supply that the cooperator has the right to restock equipment through supply. Provide documentation through the supply unit or ground support unit for a replacement purchase when they arrive at their home unit for any equipment or supplies that cannot be restocked through the supply or ground support units at the incident.

Administrative Office for Payment: 1) outside State of Wyoming will be the jurisdictional entity, e.g. USFS, BLM, NPS, State of 2) within State of Wyoming will be the local office of the responsible agency.

FOR BILLING PROCEDURES, THE ORIGINAL FINANCE COPY AND THE EMPLOYEE/CONTRACTOR (COOPERATOR) ORIGINAL OF THE EMERGENCY FIREFIGHTER TIME REPORT (OF-288), ORIGINAL EMERGENCY EQUIPMENT-USE INVOICE (OF-286), ALL ORIGINAL EMERGENCY EQUIPMENT SHIFT TICKETS (OF-297) AND EMERGENCY EQUIPMENT FUEL AND OIL ISSUES (OF-304) WILL BE SENT HOME WITH STATE AND COUNTY RESOURCES.

EQUIPMENT USE RATES

Exhibit C

EQUIPMENT DESCRIPTION	ICS TYPE	Unmanned Work Rate	Special Rate	Minimum Guarantee
Ex-Military 6X6 500 - 750 gal ² engine ³	3/4X	\$78.00/hr	NA	4/5
Ex-Military 4X4 150 - 400 gal ² engine ³	4X	\$28.00/hr	NA	4/5
Ex-Military UTV / AWD 50 Gal Min	7X	\$18.00/hr	NA	4/5
AWD 500-750 gal ² engine ³ (AWD-All Wheel Drive)	3X/4X	\$94.00/hr	NA	4/5
AWD 150-400 gal ² engine ³	5/6X	\$69.00/hr	NA	4/5
UTV / AWD 50 gal ^{2/3} Min	7X	\$28.00/hr	NA	4/5
RWD 401-750 gal ² engine ³ (RWD - Rear Wheel Drive)	4/5	\$41.00/hr	NA	4/5
RWD 150 - 400 gal ² engine ³	5/6	\$25.00/hr	NA	4/5
1,000 GPM/300 gal ² engine ³	Type 1	\$127.00/hr	NA	4/5
500 GPM/300 gal ² engine ³	Type 2	\$94.00/hr	NA	4/5
2000+ gal TACTICAL water tender	Type 1	\$114.00/hr	NA	4
1,000 - 1,999 gal TACTICAL water tender	Type 2	\$94.00/hr	NA	4
4000+ gal water tender	Type 1	\$104.00/hr	NA	4
2,500 - 3,999 gal water tender	Type 2	\$84.00/hr	NA	4
1,000 - 2,4999 gal water tender	Type 3	\$73.00/hr	NA	4
Portable pumps ¹		NA	\$144.00/day	NA
Drop Tank (fold-a-tank)		NA	\$86.00/day	NA
ATV - 4 Wheel Drive		NA	\$80.00/day	NA
UTV - WITH SEAT BELT		NA	\$100.00/day	NA
Fire Line Vehicle (Only hours USED on Fire Line ⁵)			\$ 29.00/hr	NA
Sedan Van/Station Wagon		\$.54/mi	\$ 52.00/day ¹	NA
4X2 Truck - Compact		\$.54/mi	\$ 40.00/day ¹	NA
4X2 Truck - 1/2 Ton		\$.54/mi	\$ 47.00/day ¹	NA
4X2 Truck - 3/4 Ton		\$.54/mi	\$ 53.00/day ¹	NA
4X2 Truck - 1 Ton		\$.54/mi	\$ 66.00/day ¹	NA
4X4 Sport Utility		\$.54/mi	\$53.00/day ¹	NA
4X4 Suburban/Excursion		\$.54/mi	\$ 74.00/day ¹	NA
4X4 Truck - Compact		\$.54/mi	\$ 47.00/day ¹	NA
4X4 Truck - 1/2 Ton		\$.54/mi	\$ 53.00/day ¹	NA
4X4 Truck - 3/4 Ton		\$.54/mi	\$ 60.00/day ¹	NA
4X4 Truck - 1 Ton		\$.54/mi	\$74.00/day ¹	NA
Crew Buggy 4X4 Crew Cab		\$.54/mi	\$ 74.00/day ¹	NA
Communications/Mechanics Vehicle		\$1,323.00/day	NA	NA
Medical Unit Trailer ⁶		\$100.00/day	NA	NA
Mobile Cache ⁶		\$525.00/day		6
Truck tractor with trailer / 1 driver			\$159.00/hr ⁷	7
Truck tractor with trailer / 2 drivers			\$190.00/hr ⁷	7
ALS Ambulance ⁶		\$1,200.00/day	\$.54/mi	
BLS Ambulance ⁶		\$800.00/day	\$.54/mi	
75 - 114 HP Motor Grader (Volvo G60,G66; Fiat Allis 65C; Champion C50A,C60A)	4	\$101.00/hr	NA	\$ 808.00 ⁴
115 - 144 HP Motor Grader (Volvo G710; Cat 120H,135H; JD 670C, 670C II; Case 845)	3	\$116.00/hr	NA	\$ 928.00 ⁴
145 - 199 HP Motor Grader (Case 865; Cat 12H,140H; JD 670CH II,770C; Volvo G720)	2	\$133.00/hr	NA	\$ 1,064.00 ⁴
200+ HP Motor Grader (Case 885; Cat 14H,16H; JD 772CH II; Volvo G740,G740B,G746B)	1	\$221.00/hr	NA	\$ 1,768.00 ⁴
50 - 99 HP Dozer (Case Hd-4,6+,Hd-11b,550+;Cat D-3+,D-4+;JD450+,550,650+,750C-D)	3	\$107.00/hr	NA	\$ 856.00 ⁴
100-199 HP Dozer (Case 1150B-D; Cat D5-B,D-5H; JD 700H,JD-750,750B; Terex 82-20)	2	\$147.00/hr	NA	\$ 1,176.00 ⁴
200 HP + Dozer (Cat D-7R,D-8H; Terex 82-20B, 82-30; Int'l Dressta TD-25C, TD-25E)	1	\$206.00/hr	NA	\$ 1,648.00 ⁴

ALL EQUIPMENT IS AT A WET RATE.

POV'S ARE INCLUDED IN THIS RATE TABLE

¹ Rate is in addition to mileage. This rate only applies if the equipment is used. No Special Rate is authorized for equipment sitting in camp.² Refers to tank capacity. For tanks exceeding above limits, add \$.50 for each additional 100 gallon capacity. This becomes the unmanned work rate.³ If engine has metered foam capability add \$3.00 to work rate, if engine has a CAFS (compressed air foam system) capability add \$6.00 to work rate.⁴ Minimum guarantee is eight hours times the unmanned work rate. Actual hours of work will apply to the first and last day of use.⁵ ENGINE TRANSPORT: See Entire Transport Policy, for specifications on engine hours during transport⁶ See Special Equipment Rates and Documentation, for specifications.⁷ See Special Equipment Rates and Documents for specifications.

ENGINE AND WATER TENDER TYPING

Requirements	ENGINE TYPE						
	Structure		Wildland				
	1	2	3	4	5	6	7
Tank Minimum capacity (gal)	300	300	500	750	400	150	50
Pump minimum flow (gpm)	1000	500	150	50	50	50	10
@ rated pressure (psi)	150	150	250	100	100	100	100
Hose 2½"	1200	1000	-	-	-	-	-
1½"	500	500	1000	300	300	300	-
1"	-	-	500	300	300	300	200
Ladders Per NFPA 1901	YES	YES	-	-	-	-	-
Master Stream 500 gpm min.	YES	-	-	-	-	-	-
Pump and roll	-	-	YES	YES	YES	YES	YES
Maximum GVWR (lbs)	-	-	-	-	26,000	19,500	14,000
Personnel (min)	4	3	3	2	2	2	2

Requirements	Water Tender Type				
	Support			Tactical	
	S1	S2	S3	T1	T2
Tank Capacity (gal)	4000	2500	1000	2000	1000
Pump minimum flow (gpm)	300	200	200	250	250
@ rated pressure (psi)	50	50	50	150	150
Max. Refill Time (minutes)	30	20	15	-	-
Pump and roll				YES	YES
Personnel (min)	1	1	1	2	2

1. All types shall meet federal, state and agency requirements for motor vehicle safety standards, including all gross vehicle weight ratings when fully loaded.
2. Type 3 engines and tactical water tenders shall be equipped with a foam proportioner system.
3. All water tenders and engine types 3 through 6 shall be able to prime and pump water from a 10 foot lift.
4. Personnel shall meet the qualification requirement of NWCG *Wildland Fire Qualification System Guide*, PMS 310-1

Common Additional Needs – Request as Needed

All Wheel Drive (includes four wheel drive)

High pressure pump (250 psi at one half flow of Type)

Foam Proportioner

Compressed Air Foam System (CAFS) 40 cfm minimum

Additional Personnel

These tables list the NWCG type minimum requirements for engines and water tenders. Please use these types when requesting engines and water tenders.

REVISED 10/2007
NWCG # 006-2008
Engine and Water Tender
Typing Standards

EXHIBIT D
Special Rates and Documentation

Payment for Drop Tank(s)/Portable Pumps(s) will only be made if the Incident requests their use outside the area the engine is assigned.

Payment for equipment listed in this agreement, and on the Emergency Equipment Rental Agreement, Form OF-294, will be processed from the Emergency Equipment Use Invoice, Form OF-286, and signed by a Government official. An Emergency Equipment Rental Agreement, Form OF-294, will be required for equipment not listed in Exhibits C of this agreement. The Emergency Equipment Rental Agreement must also be signed by an authorized Government official.

Fuel usage will be documented on Emergency Equipment Fuel & Oil Issue, Form OF-304, or reasonable facsimile, and attached to the OF-286 (Use Invoice).

Engines while in transport will receive actual hours of transport, but not to exceed 8 hours per day at the work rate of the engine. Work hours are in addition to transport hours. Examples: an engine is transported for 6 hours and worked 8 hours, the pay will be 14 hours (6 hours transport plus 8 hours worked) or; an engine is transported for 12 hours and worked 4 hours, the pay shall be 12 hours (8 hours transport plus 4 hours worked).

Engines being driven to the incident will receive actual hours.

FIRE LINE VEHICLES will use appropriate mileage/daily rates in Exhibit C while traveling from and returning to their base and between incidents if reassigned to a different incident from the original dispatch. If both mileage and hourly rate are claimed in the same day, then the special rate will not apply. Vehicle rates for actual hours worked will be applicable when the vehicle is **WORKED ON THE FIRE LINE**.

Fire Line Vehicles must meet the following criteria:

Four Wheel Drive	First Aid Kit
Seating For 3 Persons	Fire Extinguisher
Field Programmable Mobile Radio	Shovel
Emergency Lighting	

Federal Excess Personal Property (FEPP) used as a Fire Line Vehicle does not qualify for the \$29.00/hour rate. Use appropriate mileage/daily rates in Exhibit C for FEPP equipment used as a Fire Line Vehicle.

Dry Rate – The government furnishes all operating supplies after the equipment arrives at the incident.

Wet Rate – The contractor furnishes all operating supplies

Claims settlement is agency specific and remains the responsibility of the agency with jurisdiction over the incident. Agency Administrators may limit the level and authorities of

EXHIBIT D
Special Rates and Documentation

assigned personnel. Procurement personnel shall request direction for claims resolution from the agency upon assignment. Contracting Officers shall use experience and judgment in deciding a fair and equitable settlement and take into consideration such things as contractor vs. government furnished operator.

Normal Wear and Tear: The term “normal wear and tear” includes, but is not limited to:

1. Hoses that burst due to excessive pressure (PSI), old age, or deterioration of material during use.
2. Brush scratches on the body of the vehicle.
3. Punctures tears, blisters, or destruction of tires and/or sidewalls due to rocks or sticks normal to the working environment.
4. It is anticipated that there will be wear on the paint on the inner and outer surfaces of the vehicle, top, sides, rails, and tailgate. There may also be chips from flying rocks and minor bumps and dents on both the sheet metal and the bumpers.
5. Clogged air filters and oil filters from dust during off highway driving.
6. Damage or failure of shocks or power train (steering linkage and suspension) by either fatigue or part failure due to age, manufacturer defect or operator. Power train includes engine, clutch, transmission, transfer case, driveline, front and rear differentials, axles, wheels, and bearings.

All equipment time will be posted on an Emergency Equipment Use Invoice (OF-286). The original and contractors copy of the Emergency Equipment Use Invoice and Emergency Equipment Shift Tickets will be returned with the responsible leader when demobed or reassigned to another incident.

Only systematic metering units will increase the rate by \$3.00 per hour. Any other foam capabilities, such as an education pipe, siphoned, P.O.K. nozzles, or when the foam is dumped directly into the tank, will not receive the \$3.00 per hour additional compensation.

Mobile Cache: The Mobile Cache inventory will include the following items to meet the minimum standards:

The vehicle used to tow the Mobile Cache Van will use appropriate mileage/daily rates in Exhibit C while traveling to and from incidents. The daily rate of the Cache is an unmanned rate. Owner of the Cache will supply a manager at the Receiving & Distribution Manager (RCDM) rate on Exhibit F.

EXHIBIT D
Special Rates and Documentation

Camp Accommodations Items	Fire line Tools
Administrative/Ground Support Kit Batteries – 1 brick ea. AAA,AA,C&D Coffee Pot, coffee – 1 Cots – 2 Garbage Bags –roll – 1 Gas Cans – 5 gallon – 3 Hammer 2 ½ - 1 Maps Matches Paper Towels – case – 1 Parachute Cord – roll - 1 Pin Board - 1 Posts - iron – 12 Post Pounder – 1 Tables-4 Chairs-8 Tape - packing or duct - 1 Tarps – 2 Tent – two man –1 Tent Fly-Large for shade-1	Tool Kit-small-1 Light sticks-bx-1 Toilet paper-cs-1 Visqueen-lg.rl-1 Hand soap btl-6 General Message Fr. Carport 10X20 Belt Weather Kit – 1 Combi Tools - 10 Drip Torches – 2 Files – flat – box - 1 Fusses – case - 1 Mclouds – 4 Mop Up Kit - 2 Pulaski’s – 10 Rakes – 2 Shovels – 10 Chainsaw files 7/32- box-1 Bladder bags-6
Personal Protective Items	Safety Items
Chain Saw Chaps – pair – 1 Ear Plugs – case - 1 Gloves – pair – 12 ea M. -24 ea L,XL Helmets - 6 Nomex Shirts – 6 ea.-M,L,XL Nomex Pants- 6 ea. M,L,XL	Bottled Water – cases – 2 EMT Kit – 100 man - 1 Flagging - box –2 box-3 killer tree Lanterns-2-D cell Florescent-4 Head lamps - 10 Water Cubes-8 MRES – cases - 4
Water Handling Accessories	Water Storage
Hose Clamps – 5 Nozzles 1inch – 20 Reducers 1 x ¾ inch - 24 Reducers 1 ½ x 1 inch – 24 Gated Y’s – ¾ inch – 30 Gated Y’s – 1 inch – 20 Gated Y’s – 1 ½ inch – 15 Ball Valves – ¾ inch – 30 Hose 50ft rolls – ¾ inch – 100 Hose 100ft – 1 inch - 50 Hose 100ft rolls – 1 ½ inch – 50 Nozzles – Garden – 30 Nozzles – Forestry – 6 Water Manifold – 5 way – ¾ inch - 1 Water Pump – Mark 3 - 1	Blivet – 134 Gallon – 1

EXHIBIT E

Tractor Trailer Fire Engine Transport Policy

1. Tractor trailers may be contracted by the counties for transport of engines with approval from the incident, utilizing Optional Form 294 (Emergency Contract Haul Agreement), as per example. (Recommend utilizing Bonded ICC carriers when available)
2. If dispatched as part of a strike team:
 - a. A staging area will be selected within the State prior to leaving the Wyoming borders.
 - b. Driving policy will consist of a sprint & stop procedure of approximately 250 miles LED by the Strike Team Leader. Should this procedure cause any disconnect resulting in loss of travel time the STL shall return to a within sight convoy.
 - c. A contact telephone number for any loss of vehicles in convoy will be determined at time of mobilization.
3. 2 certified drivers will be provided by the trucking firm/owner in compliance with DOT regulations for extended travel time. These regulations indicate a single driver may not drive in excess of 11 hours and 2 drivers may drive for 8 consecutive days before a rest period is required.
4. The truck tractor owner is responsible for and must have liability, collision and \$200,000 minimum cargo insurance for fire engines. The owner must also have State and Federal authority to haul equipment.
5. The truck tractor owner/driver is responsible for any required permits.
6. Tractor trailers will be paid only for actual trips driven. (empty or loaded)
7. Tractor trailers will be paid at the rate for trip hours.

Trip Hours – The number of hours it takes from time of dispatch from home base to unloading of equipment at incident, minus sleep time if required. (This time will be used as a guideline for any other return trips.) Determination of time for an undriven leg will be computed by dividing the road map mileage by 50 mph.
8. If drivers are carded fire fighters, they may be used on the engines.
9. Payment for the Contract will be made in 60-90 days.
10. County/State fire organizations will carry credit cards for the purchase of non-contractual strike team fuel.
11. For Out-of-State dispatches 36 hour notice of intention to demobilize engines should be given to the Single Resource Boss so that arrangement for engine transport can be made.

EXHIBIT E

Tractor Trailer Fire Engine Transport Policy

12. All transporting costs incurred by the county and/or state are reimbursable by the incident.
13. When the Tractor/Trailer with operator(s) is requested to stay on the incident or stage up, and the operator(s) agree, the rate will be a daily minimum of 8 hours times the work rate listed in Exhibit C. If the operator(s) work as firefighter(s) the listed work rate in Exhibit C will be reduced by the FFD rate (in Exhibit F) per operator.

WYOMING FIREFIGHTERS PAY PLAN

Wyoming Firefighters will be paid at their highest, fully qualified Red Card Position.

FF RATE	COMMAND	OPERATIONS	LOGISTICS	FINANCE	PLANS	OTHER
FF A \$15.00 non Red Carded personnel			<ul style="list-style-type: none"> • Kitchen/ camp helper (camp) • Radio operator (RADO) 			<ul style="list-style-type: none"> • Driver, up to & Including 1 ton (DRVP)
FF B \$20.00 (Red Carded –all trainee positions on Red Card)		<ul style="list-style-type: none"> • Hand Crew Member (FFT2) • Swamper (THSP)¹ 	<ul style="list-style-type: none"> • Camp Crew Squad Boss • Supply Clerk • Tool & Equip Spec (TESP) • Aircraft Base Radio Operator (ABRO) • Cook (THSP) 		<ul style="list-style-type: none"> • Display processor(DPRO) 	<ul style="list-style-type: none"> • Clerk (CASC) • Driver, Over 1 ton and up to 4 tons, no CDL required (DRVS) • Expanded Dispatch Recorder (EDRC) • Driver (DRIV) No CDL Required
FF C \$25.00		<ul style="list-style-type: none"> • Squad Boss (FFT1) • Sawyer/FALA up to 12”dbh • Helicopter Crew Member (HECM) 	<ul style="list-style-type: none"> • Mechanic’s helper (THSP) 	<ul style="list-style-type: none"> • Personnel time recorder (PTRC) • Equipment time recorder (EQTR) • Commissary Manager (CMSY) • Comp/Injury specialist (INJR) • Claims alist (CLMS) 	<ul style="list-style-type: none"> • Status/Check -In Recorder (SCKN) 	<ul style="list-style-type: none"> • Computer Data Entry Recorder (CDER) • Support Dispatcher (EDSD)
FF D \$31.00	<ul style="list-style-type: none"> • IC/Initial Attack (ICT5) 	<ul style="list-style-type: none"> • Single Resource Boss (CRWB, HEQB, ENGB, FIRB, FELB, HMGB) • Deck Coordinator (DECK) • Loadmaster (LOAD) • Staging area manager (STAM) • Sawyer/FALB up to 24” dbh • Heavy Equipment Operator (THSP)¹ / (DOZ1) • Air tanker coordinator (ATCO) • Aerial Observer (AOBS)¹ • Air Base Radio Operator (ABRO) • SEAT Manager (SEMG) • Mixmaster (MXMS) 	<ul style="list-style-type: none"> • Head Cook, First Cook (COOK) • Incident Communication Tech (COMT) • Incident Communications Center Manager (INCM) • Emergency medical Basic (EMTB) • Base/camp manager (BCMG) • Ordering Mgr(ORDM) Receiving &Dist Mgr (RCDM) • Equipment manager (EQPM) • Security manager (SECM) 		<ul style="list-style-type: none"> • Training Specialist (TNSP) • Documentation Unit Leader (DOCL) • Field observer (FOBS) 	<ul style="list-style-type: none"> • Driver (DRIV) CDL Required

WYOMING FIREFIGHTERS PAY PLAN

Wyoming Firefighters will be paid at their highest, fully qualified Red Card Position.

FF RATE	COMMAND	OPERATIONS	LOGISTICS	FINANCE	PLANS	OTHER
FF G \$40.00	<ul style="list-style-type: none"> • Safety officer (SOF3) • LOFR • Information officer (IOF3) • Agency Rep (AREP)¹ • IC/initial attack (ICT4) 	<ul style="list-style-type: none"> • Air tanker Base Manager (ATBM) • Helibase manager (HEB2) • Helicopter coordinator (HLCO) • Strike team leader • Task force leader (TFLD) • Water Handling Specialist (THSP)¹ 	<ul style="list-style-type: none"> • Mechanic (GMEC) • Emergency medical technician Intermediate (EMTI)¹ 		<ul style="list-style-type: none"> • Infrared interpreter (IRIN) • Incident meteorologist (IMET) 	<ul style="list-style-type: none"> • Hazardous Materials Specialist (THSP)¹ • Incident Business Advisor (IBA3) • Supervisory dispatcher (EDSP) • GIS Specialist (THSP)¹ • Fire Chief • Zone Warden /Deputy Zone Warden
FF H \$43.00	<ul style="list-style-type: none"> • IC/extended attack (ICT3) • RXB2 	<ul style="list-style-type: none"> • Div. group supervisor (DIVS) • Air support group supervisor (ASGS) • Air tactical group supervisor (ATGS) • RX11 • Professional faller/FALC 24" dbh or greater • Structural Protection Specialist (STPS) • Helibase Manager, Type 1 (HEB1) 	<ul style="list-style-type: none"> • Unit Leaders (COML, MEDL, FDUL, SPUL, FACL, GSUL, Food Service Sergeant) • Emergency Medical Technician Paramedic (EMTP)¹ • Logistics Section Chief, type 3 (LSC3) 	<ul style="list-style-type: none"> • Unit Leaders (COMP, COST, TIME, PROC) • Finance Section Chief, type 3 (FSC3) 	<ul style="list-style-type: none"> • Unit Leaders (SITL, RESL, DMOB) • Fire Behavior analyst (FBAN) • Fire Investigator (FINV)¹ • Planning Section Chief, type 3 (PSC3) 	<ul style="list-style-type: none"> • Computer Technical Specialist (CTSP)¹
FF J \$46.00	<ul style="list-style-type: none"> • IC, type 2 (ICT2) • RXB1 • RXM2 • Information Officer, type 2 (IOF2) • Safety Officer, type 2 (SOF2) • Command Staff, type 2 	<ul style="list-style-type: none"> • Operations Section Chief, type 2 (OSC2) • Air Operations Branch Director (AOBD) • Operations Branch Director (OPBD) 	<ul style="list-style-type: none"> • Logistics Section Chief, type 2 (ISC2) 	<ul style="list-style-type: none"> • Finance Section Chief, type 2 (FSC2) 	<ul style="list-style-type: none"> • Planning Section Chief, type 2 (PSC2) 	<ul style="list-style-type: none"> • Incident business advisor (IBA2) • Expanded Dispatch Coordinator (CORD) • County Fire Warden • Deputy County Fire Warden
FF K \$54.00	<ul style="list-style-type: none"> • Incident Commander, Type 1 (ICT1) • Information Officer, type 1 (IOF1) • Safety Officer, type 1 (SOF1) 	<ul style="list-style-type: none"> • Operations Section Chief, type 1 (OSC1) • Aircraft Pilot¹ 	<ul style="list-style-type: none"> • Logistics Section Chief, type 1 (LSC1) 	<ul style="list-style-type: none"> • Finance Section Chief, type 1 (FSC1) 	<ul style="list-style-type: none"> • Planning Section Chief, type 1 (PSC1) 	<ul style="list-style-type: none"> • Incident Business Advisor (IBA1)

¹ RATE APPLIES ONLY IF DISPATCHED AS THIS POSITION.

WYOMING FIREFIGHTERS PAY PLAN

Wyoming Firefighters will be paid at their highest, fully qualified Red Card Position.

The following positions will **ONLY** receive the respective rate if the individual is ordered for the specific position: Agency Rep (AREP), Aerial Observer (AREO), Water Handling Specialist (THSP), Aircraft Pilot, Fire Investigator (FINV), Computer Technical Specialist (CTSP), Emergency Medical Technician Intermediate/Paramedic (**EMTI**) (**EMTP**) (**Rate reverts to EMTB for pay purposes**), and all Technical Specialists (THSP).

If a county owned cache van/trailer is ordered, the person manning the cache van/trailer will be paid at the FF rate **equal to that** of the Receiving & Distributing Manager (RCDM).

EXHIBIT G

Cost Share Agreement

INSTRUCTIONS –COST SHARE AGREEMENT

Numbered instructions correspond to form items that require further explanation. Supplements to cost share agreements will be numbered consecutively following the original (#1) for each fire. Supplements may be added at any time. Where insufficient room is available for necessary information, additional sheets or addendums may be added. Small revisions to this cost share agreement may be completed on a single page, describing the change to the original cost share agreement, and obtaining new signatures from those involved.

A Master Cooperative Wildland Fire Management Agreement exists between all major wildland fire protection agencies in Wyoming. This agreement authorizes general mutual aid, including reciprocal and cooperative fire protection services elaborated upon in local annual operating plans. Other cooperative agreements exist between fire management agencies that authorize fire management services between Agencies at the sub-geographic level. The objective of the Cost Share Agreement is to establish and document the cost sharing and basic organizational structure in response to specific fires.

Cost Share Agreements will be negotiated between agencies involved in specific on-the-ground fire suppression activities. These agreements are mandatory when more than one jurisdictional responsibility for fire protection is affected by the placement of the fire. The agreement will not affix liability for fire cost payment by either Agency based upon responsibility for the fire origin. The designated representatives of each Agency with forces on the fire are responsible for completing and signing the cost share agreement.

1. List the fire name agreed upon by Agencies involved.
2. Give the origin or best estimate of origin location by legal description.
3. Estimate the size at the time of the Cost Share Agreement.
4. List the Agencies involved in fire suppression operations and respective agency fire numbers.
5. List the date and time that the agreement is in effect. That time could be prior to or following the time that negotiations are made for the agreement.
6. Check the appropriate command structure for the fire. Definitions:

UNIFIED COMMAND – A method for all Agencies with jurisdictional responsibility to contribute to determining the overall objectives for the incident; interagency ICS team structure.

SINGLE COMMAND STRUCTURE – One Agency manages the incident with liaison and concurrence of objectives from other involved Agencies.

List the appropriate personnel filling ICS positions on the fire.

7. List any special conditions or resource objectives, i.e., dozer restrictions, mechanized restrictions, bald eagle nest, high value plantation. Operational responsibility for the fire will be defined in this section (if appropriate). Respond to this item only if Agency forces have specific segments of the fire. This information will not determine cost responsibility, unless specified in Item 11. Examples are: Divisions A and B; all structural protection areas; specific campground.
8. List the Agency responsible for structural protection, and any pertinent control information or contacts.
9. List operation conditions or directions pertaining specifically to: air operations, base camp and food service, and fire investigation. Costs pertaining to these decisions shall be documented in Item #10.

EXHIBIT G

10. Fire suppression costs shall be determined from the information supplied in this item. There are several ways to determine the best cost share mix. A, B, and C are typically used on smaller, less complex incidents on lands with similar values and uses; D and E on larger, more complex incidents, such as those with both wildland urban interface and wildlands. Examples of cost-sharing methodologies may include, but are not limited to the following:
- A. Each Agency pays for its own resources – fire suppression efforts are primarily on jurisdictional responsibility lands.
 - B. Each Agency pays for its own resources – services rendered approximate the percentage of jurisdictional responsibility, but not necessarily performed on those lands.
 - C. Cost share by percentage of ownership or Agency jurisdictional responsibility.
 - D. Cost is apportioned by geographic division. Examples of geographic divisions are: Divisions A and B (using a map as an attachment); privately owned property with structures; or specific locations such as campgrounds.
 - E. Reconciliation of daily estimates (for larger, multi-day incidents). This method relies upon daily agreed to cost estimates, using Incident Action Plans or other means to determine multi-Agency contributions. Reimbursements can be made upon estimates instead of actual bill receipts.
- The following are not reimbursable:
- Responsibility for tort claims or compensation for injury costs.
 - Non suppression rehabilitation costs are the responsibility of the jurisdictional Agency.
 - Non-expendable property purchases will be the responsibility of the Agency making the purchase.
 - Support costs (i.e. office dispatchers, warehouse workers, etc.), unless they are charging to an emergency code assigned to the incident.
- The cost centers that should be considered in this agreement:
- Fireline Resources: Dozers, engines, fallers, transports, water tenders, hand crews, line overhead.
 - Fire Camp Operations and Support: Overhead, buses, camp crews, communications, food, refrigerator units, showers, toilets, water trucks, cache supplies, rescue/med, camp facility.
 - Air Support: Helicopters, (with support) air tankers.
 - Cost apportionment by period (i.e. state mobilization or conflagration, Fire Management Assistance Grant declaration, additional jurisdictional involvement).
11. List any specific conditions relative to this agreement, such as: dispatch procedures, one Agency representing another, notifications, incident information, coordinated intelligence, etc.
12. Signatures of authorized personnel. List any attachments to the agreement. Give the date of the last revision or former Supplemental Agreement for the same fire.

EXHIBIT G

COST SHARE AGREEMENT

The purpose of this agreement is to provide for a coordinated cooperative fire suppression operation on this fire and to describe the cost divisions. This agreement is a supplement to the Master Cooperative Wildland Fire Management Agreement or (list other agreement and number) between the Agencies listed.

1. Fire Name: _____ Origin Date _____ Time _____

2. Origin: Township _____ Range _____ Section _____

3. Estimated Size _____ Acres at the time of this agreement.

4. Agency _____ Fire # _____ Accounting Code _____

5. This agreement becomes effective on: _____

_____ At _____ and remains in effect until amended or terminated.

6. Overall direction of this incident will be by () Unified Command, or by () Single Command structure.

Identify below personnel filling the following positions:

<u>Position</u>	<u>Name(s)</u>	<u>Agency</u>
Incident Commander	_____	_____
Agency Administrator	_____	_____
Representative	_____	_____
Liaison	_____	_____
Finance	_____	_____
Operations	_____	_____

7. Suppression action will be subject to the following special conditions and land management considerations: _____

EXHIBIT G

8. Geographic responsibility (if appropriate) by Agency is defined as follows:

Agency _____ Geographic Responsibility _____

The Agency responsible for structural protection will be: _____

9. Special operational conditions agreed to (include as appropriate Air operations, base camp, food service, fire investigation, security, etc.)

List cost share information in Item #10:

EXHIBIT G

10. Fire Suppression COSTS will be divided between Agencies as described:

Cost Centers: (Resources)	Agency: (%)	Agency: (%)	Agency: (%)

11. Other conditions relative to this agreement (Notifications, incident information, etc):

EXHIBIT G

12.

Agency	Agency	Agency	Agency
Signature	Signature	Signature	Signature
Printed Name	Printed Name	Printed Name	Printed Name
Title/Date	Title/Date	Title/Date	Title/Date

Agency	Agency	Agency	Agency
Signature	Signature	Signature	Signature
Printed Name	Printed Name	Printed Name	Printed Name
Title/Date	Title/Date	Title/Date	Title/Date

List of Attachments (if any): _____/_____/_____

EXHIBIT H

FIRE COMPLEXITY ANALYSIS

The following questions are presented as a guideline to assist the responsible line officer in analyzing the complexity or predicted complexity of a fire situation. Because of the time required to assemble and move an overhead team to an incident, this checklist should be completed when a fire escapes initial attack and be kept as a part of the fire records. As the situation becomes more complex, this checklist should be completed to assure adequate lead time in requesting any necessary assistance.

Use of the Guide:

1. Analyze each element and check the response yes or no.
2. If positive responses exceed or are equal to negative responses within any primary factor (A through G), the primary factor should be considered as a positive response.
3. Determine fire complexity from the number of primary factors (A through G) that are rated positive.

Number of Primary Factors (A-G) Rated Positive	Fire Complexity
0-1	Class III
2-3	Class II
4+	Class I

4. It must be emphasized that this analysis should, where possible, be based on predictions to allow adequate time for assembling and transporting the order resources.

EXHIBIT H

<i>FIRE COMPLEXITY ANALYSIS GUIDE</i>				
A.		FIRE BEHAVIOR – Served or predicted	YES	NO
	1.	Burning Index (From onsite weather measurements) predicted to be 80 th percentile or higher using the major fuel model in which the fire is burning.	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Potential for “blowup” conditions (terrain, fuel moistures, winds, unusual fuel, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Crowning long range spotting, or fire whirls observed even during “cool periods” (night).	<input type="checkbox"/>	<input type="checkbox"/>
	4.	No relief forecast.	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
B.		PERSONNEL	YES	NO
	1.	200 or more people per shift	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Two or more divisions	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Wide variety of Special Support personnel or equipment (military, MAFFS, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
	4.	Are the majority of the local initial attack resources committed to this fire?	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
C.		CULTURAL RESOURCES THREATENED	YES	NO
	1.	Urban interface	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Summer homes	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Other developed areas (industrial, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
	4.	Archeological sites.	<input type="checkbox"/>	<input type="checkbox"/>
	5.	Rare or endangered species (habitat)	<input type="checkbox"/>	<input type="checkbox"/>
	6.	Other special resources	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
D.		SAFETY	YES	NO
	1.	Extended exposure to unusually hazardous line conditions.	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Serious accident or fatality.	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Is there a substantial air operation that is not properly staffed.	<input type="checkbox"/>	<input type="checkbox"/>
	4.	Any other safety problem.	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
E.		OWNERSHIP	YES	NO
	1.	Fire burning on more than one land ownership.	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Potential for claims (damages)	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Different or conflicting management objectives.	<input type="checkbox"/>	<input type="checkbox"/>
	4.	Disputes suppression responsibility.	<input type="checkbox"/>	<input type="checkbox"/>
	5.	Other	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
F.		EXTERNAL INFLUENCES	YES	NO
	1.	Controversial fire policy	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Preexisting controversies	<input type="checkbox"/>	<input type="checkbox"/>
	3.	Sensitive media relationships	<input type="checkbox"/>	<input type="checkbox"/>
	4.	Smoke management problems	<input type="checkbox"/>	<input type="checkbox"/>
	5.	Other external influences	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		
G.		EXISTING OVERHEAD	YES	NO
	1.	Existing overhead worked 2 shifts without success.	<input type="checkbox"/>	<input type="checkbox"/>
	2.	Have overhead overextended themselves (mental or physical)	<input type="checkbox"/>	<input type="checkbox"/>
		TOTALS		

REMARKS:

EXHIBIT H

Glossary of Terms:

Potential for blow-up conditions - any combinations of fuels, weather, and topography excessively endangering personnel.

Rare or endangered species - threat to habitat of such species, or in the case of flora, threat to the species itself.

Smoke management - any situation which creates a significant public response such as smoke in a metropolitan area or visual pollution in high use scenic areas.

Extended exposure to unusually hazardous line conditions - extended burnout or backfire situations, rock slides, cliffs, extremely steep terrain, abnormal fuel situations such as frost killed foliage, etc.

Disputed suppression responsibility - any fire where responsibility for suppression is not agreed upon due to lack of agreements or different interpretations, etc.

Controversial fire policy - escaped management fires are one example of this. Another is differing fire policies between suppression agencies when the fire involves multiple ownership.

Pre-existing controversies - these may or may not be fire management related. Any controversy drawing public attention to an area may present unusual problems to the fire overhead and local management.

Have overhead overextended themselves mentally or physically this is a critical item that requires judgment by the responsible line officer. It is difficult to write guide lines for this judgment because of the wide differences between individuals. If, however, the line officer feels the existing overhead cannot continue to function efficiently and take safe and aggressive action due to either mental or physical reasons, assistance is mandatory.