

# Shoshone NF Fire/Fuels COVID-19 Operations & Wildland Fire Response Plan

**Objective** – mitigate exposure to COVID19 for fire/fuels personnel while providing mission critical resources for fire preparedness, suppression, FEMA support and forest and fuels management.

**All work will be consistent with the Health and Safety guidance listed below:**

1. Minimize face to face business unless directly tied to mission critical work. Maximize telework and virtual services to the extent possible realizing that virtual firefighting is difficult.
2. Practice recommended sanitation and social distancing during all ongoing operations.
3. Utilize risk assessments so mission critical work can be accomplished safely.

**Introduction** – COVID 19 is a very serious, highly contagious virus like we have never seen in our generation and is changing how we live. Wildland firefighters are considered mission critical to both local and national fire efforts. Because of this, firefighters are a critical need and will be onboarded as regularly scheduled.

Having a high number of employee's working together in facilities, housing, traveling in vehicles and working on the fireline and camping and eating on wildfires all pose a significant challenge to social distancing to limit the spread of this virus. The following guidelines are intended to limit but may not eliminate all risk of exposure.

## EMPLOYEE SCREENING

- Employees, daily, will individually determine if they are fit for work utilizing the **Am I Fit Checklist** (Appendix A).
- Employee, daily, will be screened using the **Wildland Fire COVID-19 Screening Tool** (Appendix B), as monitoring equipment becomes available.
- If employees feel sick or have COVID-19 symptoms prior to or during the day, notify supervisor and follow the appropriate response action process flowchart (Appendix C).
- Supervisors will need to continually address employee health conditions before during and before the end of the workday.
- When testing becomes available, utilize to determine fit for work.

## PERSONAL HYGIENE

- Wash hands frequently, especially when preparing food, before and after meals, and after using restroom. Wash hands regularly for 20 seconds with soap and water or alcohol-based hand rub.
- Cover your nose and mouth with a disposable tissue or flexed elbow when you cough or sneeze. Do not touch your eyes, nose or mouth if your hands are not clean. Dispose of tissues as quickly as possible and wash or sanitize hands.
- Do not touch eyes, nose, mouth with gloved or unwashed hands.
- Do not share water bottles, community food containers, PPE, flight helmets, or other personal items such as tobacco products, snacks, towels, etc.
- If you feel sick or have any flu like symptoms or have been exposed to others exhibiting symptoms, do not come to work and seek medical attention. If you reside in crew quarters and you feel sick, minimize contact with other residents and inform your supervisor immediately.
- Regularly launder bedding, towels and clothes, treat the objects as if contaminated.
- Avoid close contact whenever possible.
- Work with your supervisor if you need to seek help for physical and mental health.

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- Wear clean clothing/PPE every day when not on an assignment.
- Wipe down all non-laundered apparel daily (shoes, watches, phones, jewelry, etc.) with disinfectant.
- Eat smaller, more frequent meals that include fruits and vegetables to maintain blood sugar and support a healthy immune system.
- Consume appropriate calories to support levels and regular body function.
- Stay hydrated, drink water at regular intervals throughout the day.
- Avoid stimulants near bedtime.
- During off-duty hours, employees should continue to follow social distancing and washing/cleaning protocols to minimize exposure and transmission of COVID-19 to crewmembers. Employee lax behaviors during off duty periods could cause the entire crew to be quarantined and reduce the capacity to meet fuels targets or suppress fires on forest.

## ONBOARDING

1. Follow guidance in “USDA Forest Service – Hiring Manager’s Guide to Onboarding during the COVID-19 National Emergency”. FMO’s have the flexibility for onboarding in person or virtual.

## FIRE TRAINING, WORK CAPACITY TESTING AND FIRE REFRESHERS

### A. New Employee’s:

- Training – complete on-line basic firefighting training (S-130 Firefighter Training, S-190 Introduction to Wildland Fire Behavior, L-180 Human Factors in the Wildland Fire Service, IS-700 An Introduction to the National Incident Management System, and ICS-100 Introduction to the Incident Command System), on-line preferably at their residence utilizing telework agreements or in small groups following social distancing protocols. Fire shelter proficiency training should be conducted in small groups using an old standard fire shelter that no longer meets service requirements or a practice shelter as a one-person, one-time use until a cleaning protocol can be developed.
- A zone field day for new firefighters is recommended in small groups to reinforce online training concepts.
- After completion of required training, training certificate copies will be provided to Cody Dispatch to input into IQCS.
- Work Capacity Test (WCT) – each employee will complete eMedical Health Screening Questionnaire (HSQ) prior to participating in a WCT. If an employee response in the HSQ indicate a OF-178 physical exam is required, these exams are currently postponed in 2020. The Forest HSQ Coordinator will coordinate with the individual to provide additional information to the USFS Medical Qualifications Office to obtain medical clearance. When an individual is cleared in eMedical by HSQ or Medical Qualifications Office, the individual may participate in a scheduled WCT.
- Reference Risk Assessment for administering the Work Capacity Test during COVID-19 (Appendix E).
- Upon successful completion of the WCT the Administrator will provide Cody Dispatch with the individual reporting form for entry into IQCS. A red card will then be created and provided to the Forest Deputy Fire Staff for signature by the Forest Fire Staff and distribution to each zone FMO.

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## B. Incumbent/Recurring/AD Employee's:

1. Fire Refresher Training – RT-130. No requirement for refresher training in 2020. The RT-130 competency will be automatically awarded to all employees from their current expiration date identified in IQCS by the National Training Officer.  
It is recommended that employees take advantage of self-study refreshers virtually or in small groups using WFSTAR videos and support material to include entrapment avoidance and related case studies, current issues, predictive services, and other hazards and safety material. To compensate for lack of hands-on shelter training, employees are encouraged to watch the “New Generation Fire Shelter” video on the NWCG website.
2. Work Capacity Test (WCT) - each employee will complete eMedical Health Screening Questionnaire (HSQ). If an employee response in the HSQ indicate a OF-178 physical exam is required, these exams are currently postponed in 2020. The Forest HSQ Coordinator will coordinate with the individual to provide additional information to the USFS Medical Qualifications Office to obtain medical clearance. Individuals that received a medical waiver in previous years will still need to address the waiver requirements and submit the information to the USFS Medical Qualifications Office to obtain medical clearance.  
When an individual is cleared in eMedical by HSQ or Medical Qualifications Office, the individual name will be submitted to Cody Dispatch for entry in IQCS. A red card will then be created and provided to the Forest Deputy Fire Staff for signature by the Forest Fire Staff and distribution to each zone FMO.

## TRAINING/MEETINGS/GROUP ACTIVITIES

- Work with supervisor to define minimum training needs, consider alternative methods to present and attend training (online, VTC, conference call, etc.)
- Hold open air crew meetings, briefings, training, and After-Action Reviews with enough room to maintain appropriate social distancing.

## WAREHOUSE FACILITIES

Warehouse facilities are typically shared with other resources. Coordination will be essential between all users to meet social distancing requirements and minimizing gatherings larger than 10 people. The following are recommendations to limit warehouse facility use and congestion. It is recommended that alternate warehouse or report to work facilities are identified to minimize crews mixing with each other as much as possible.

- Maintain open doors in facilities during use to maintain natural air flow through the facilities.
- Utilize current cleaning and sanitizing guidelines (Appendix D), and *Risk Assessment for Working, living with the possibility of being exposed to COVID-19* (Appendix E). Spray bottles with rags or cleaning wipes and gloves will be readily available within warehouse facilities for cleaning.
- Assign a trained employee to supervise daily cleaning procedures.
- Develop routine daily cleaning procedures for cleaning facilities.
- All work surfaces (computers and keyboards, printers, tables, door handles, restroom toilets and sinks, radios, vehicles) will be cleaned with recommended virucides after each use by employee.
- Use disposable paper towels with approved cleaner, or wipes for cleaning.
- Thoroughly wet surfaces with cleaning solution with and air dry; do not actively dry surfaces after application. Wash hands thoroughly after cleaning.

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- If alternative locations cannot be identified for crews then a schedule will need to be created to minimize crew mixing and groups larger than 10 people. As an example, one crew would arrive at 0700 in the morning, gather their equipment and leave by 0730, second crew would arrive at 0730 and leave by 0800 when the third crew would arrive. The opposite would occur at the end of the day with crews coming back in at ½ hour increments.

## VEHICLE USE

- “Module as One” concept will be used to limit vehicle sharing between crews or resources and curb potential virus spread. Maximum of 4 people for crew cab vehicles and 2 people for single cab or extended vehicle will allow for some separation in the passenger compartment. This concept is an appropriate trade-off between risks associated with driving and potential virus spread.
- Face coverings are optional for all personnel in a vehicle while traveling to minimize the spread of COVID19. If used, face coverings should be maintained in a sanitary manner and should not be distracting or offensive to others. They should fit snugly but comfortably to the face and secured with ties or ear loops, include multiple layers of fabric; allow breathing without restriction and be able to be laundered and machine dried with damage or change in shape.
- Vehicles will be assigned to the same people as much as possible. Reference Risk Assessment for *Daily operations, public contacts and restroom/facility cleaning* (Appendix E).
- Instruct drivers to wipe down every touched surface in a vehicle when they return it. The coronavirus can survive for 72 hours on a surface before dying if the surface is not cleaned. Use your discretion on whether you should clean the vehicle prior to use. Charge the cost of cleaning and sanitizing supplies to unit program funds.
- It is important to wipe down frequently touched vehicle surfaces with a cleaner and/or disinfectant, such as the steering wheel, gear shifter, radio, armrest, power window buttons, and door handles. However, beware that alcohol- or ammonia-based cleaners may damage the dashboard and seats. Ammonia-based cleaners may damage touch screen terminal displays.
- Vehicles exposed to the COVID19 virus should be thoroughly disinfected and cleaned. The extent of cleaning must be reviewed on a case-by-case basis to assess risk in accordance with CDC guidance (See resource link below). Charge the cost of this service to the fleet program.
- Instruct drivers to wipe down the fuel pump handle and keypad prior to inputting their odometer and driver ID. If you don't have wipes, then consider using a paper towel to grab the fuel dispenser handle. Ask drivers to wipe down fuel cards, especially if it is a shared card. If drivers wear gloves when refueling, be sure to instruct them to dispose of them in a refuse receptacle before re-entering the vehicle.
- Disinfect mobile radios after use.
- Spray bottles with disinfecting cleaner and rags or cleaning wipes and gloves will be readily available in each vehicle for cleaning.
- Disinfect fire vehicles and equipment, daily prior to use and at the end of shift or with any personnel change.
- Follow established check-in/check-out procedures with Cody Dispatch.

## PHYSICAL TRAINING

- It is recommended that individuals complete personal PT training at their residence at the beginning of each workday based on their work assignments (fuels versus suppression).
- PT in small groups is allowed as long as social distancing is followed.
- Adequate time will be provided to complete workout and shower on the clock prior to arriving at their designated duty station.

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- Approved physical activities can be found in the forest wellness plan.

## HOUSING

- It is recommended that individuals obtain their own personal housing rather than government housing.
- Where that is not an option, government housing may be available, but may not be in the most efficient location.
- It is recommended that crew members be housed in the same building if possible, to limit exposure between different crews.
- To meet current social distance requirements, everyone will be assigned their own bedroom but may have shared bathrooms and cooking areas.
- If an individual begins to feel ill or exhibiting symptoms of exposure to COVID19, the individual will be immediately isolated in the existing or alternative location (Appendix C).
- If the existing location contain other employees; they will be moved to alternate housing. Isolation or quarantine housing has been pre-identified on each district with alternative housing options identified for well employees that range from other housing locations to rental trailers or motels.
  - Isolation – separating sick people with COVID19 from those that are not sick.
  - Quarantine - separates and restricts the movement of people who were exposed to COVID19 and see if they become sick.
- Recommend employees keep to themselves within government provided housing as much as possible to maintain social distancing recommendations.
- Establish schedule or rotation for common use areas such as kitchens and bathroom, maintain separation of personal items by storing them in sleeping areas and other designated singular use storage space (i.e. toothbrush etc.)
- Consider providing outside hand washing facilities for individuals to wash before entering.
- Wash dishware immediately after use, consider not sharing utensils, cups, or dishes between roommates.
- Commit to twice daily cleaning of all surfaces schedule.
- Develop a system for bringing in groceries or other materials to dwellings with waiting period or wipe down process for decontamination.

## FUELS WORK

- Accomplishing fuels targets are still a priority and need to be completed following all COVID-19 protocols for social distancing and maintaining vehicle and equipment cleaning requirements.
- Prioritize social distancing and cleaning vehicles/equipment to minimize COVID-19 contamination and spread in all fuels work.
- Minimize face to face meetings with contractors/cooperators and workers as much as possible, maintain social distancing in one of one interaction.
- Work with the Contracting Officer to determine when the forest is ready to issue, *Notice to Proceed*, with any contracts. COR's need to address the capability of the local community to meet housing and feeding of a contract crew and any other local ordinance's, that may need to be addressed concerning COVID-19 protocols.
- Prescribed burning is currently paused so depending on acres burned for target accomplishment is not realistic. Fall burning is yet to be determined.
- Mechanical treatments both force account, through agreement or contract and timber sales will be utilized for maximum accomplishment.

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- Completing burn prep for fall prescribed burning should be prioritized especially if some mechanical treatments are postponed.
- Fuels crew equipment should be individually assigned and maintained as much as possible, no sharing of equipment unless cleaned appropriately.
- Maintain separation between fuels, suppression, and other resource crews to minimize COVID-19 contamination and spread.
- It is recommended that fuels crew members not fill-in on engines and crews to maintain crew separation. Consider standing up a portion or the entire fuels crew as one to substitute for an IA module or utilize a fuels engine in lieu of a suppression engine when a crew/module are unavailable.

## WILDFIRE RESPONSE PLAN

The forest response plan follows guidance from the [Wildland Fire Response Plan – COVID-19 Pandemic for the Rocky Mountain Region](#) and the [Rocky Mountain Region 2 Wildland Response within COVID-19 Plan](#). As more information becomes available, this document will be amended to reflect those changes.

All incident management will be based on meeting objectives while anchoring decisions to risk management. All our guidance is grounded as directed in the Chief's Letter of Intent for the 2020 Fire Season:

Objectives for this fire year will be:

- Minimize to the extent feasible COVID-19 exposure and transmission and smoke exposure to firefighters and communities.
- Prioritize the use of local suppression resources with the predominate strategy being rapid containment.
- Commit resources only when there is a reasonable expectation of success in protecting life and critical property and infrastructure.
- Described expectations in Delegations of Authority for risk-based protocols to develop response strategies.
- Encourage innovation and use of doctrine for local adaptations.
- Develop methods for broad information sharing giving changed conditions
- Use the skills of the entire agency workforce to play a role this fire year.

### Responding to Wildfires

On every fire the primary focus will be on sustaining life - protecting the health and safety of our firefighters and the public as we carry out our core wildfire mission critical responsibilities during the unknowns associated with COVID-19.

Agency Administrator's will be involved in all decisions related to selecting the right management response to limit risk of exposure and spread of COVID-19, emphasizing containment to minimize duration and number of responders to meet objectives.

All wildland fires are unique and will be critically assessed through risk-informed decision making. In some cases, swift and aggressive initial attack may be the right response and in other cases a different response may be necessary when the safety of firefighters or aviation assets would be compromised.

On every fire the probability and consequences of fire impacting values at risk vs risk to firefighters protecting those values will be assessed and where risk cannot be adequately mitigated, other management options will be considered.

Select suppression strategies to minimize number of firefighters needed to achieve objectives by utilizing all fire management tools. These may include direct and indirect attack, point or zone protection, utilizing aviation assets to check or confine, heavy equipment and sprinkler systems around WUI values, burning out from natural features or roads, use of explosives to complete critical firelines as well as managing fires with minimal suppression response where there are minimal impacts to values or resources.

Utilize WFDSS fire behavior projections and probability modeling on all fires and for larger extended attack fires, consider requesting the Risk Management Assistance Team (RMAT) products to assist in risk-based decisions.

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The 5 R's will be utilized in a commonsense approach for every fire considering COVID-19 exposure to responders:

- Right Plan, Right Time, Right Place, Right type and number of Resources, and Right Duration.

Managing wildfires for resource benefit may be considered only through critical risk analysis of smoke impacts to firefighters and communities, duration, and potential impacts to values, infrastructure, stakeholders and other jurisdictions considering COVID-19.

Innovation and use of doctrinal principals are encouraged. This year will require thinking outside the box prioritizing the safety of our firefighters in the presence of COVID-19.

**The intent with every response will be to minimize fire size with the fewest number of firefighters possible while maintaining a high probability of success in protecting values and resources.**

## Pre-Fire Season

- Coordinate with adjacent agencies and cooperators on fire response protocols on forest and adjacent jurisdictions considering minimizing COVID-19 exposure risk to fire personnel. In other words, talk with our partners about how we all are responding to fires and how we can work together to minimize exposure of each other's resources.
- Utilize fire restrictions to reduce human-caused wildfires. Coordinate with surrounding agencies and cooperators for consistent messaging to the public.
- Maintain public information on forest website, social media, newspaper and radio press releases and "Fire Danger" signage along travel routes on the forest.
- Pre-identify personnel that are considered higher risk to respiratory illnesses and factor into assigned roles and tasks on all fire responses.
- Purchase additional cache items (e.g. MREs, freeze dried meals, PPE, cubies, tools, packs and support equipment) to minimize sharing between crews and individuals.
- Purchase additional PPE and cleaning supplies to build cleaning kits for each module during extended attack or camping situations.
- Train individuals on the setup and use of portable repeaters to facilitate communication gaps in our radio system in remote locations.
- Train individuals on the setup and use of remote cameras for monitoring wildfires in lieu of remote camps or use of aircraft.
- Train individuals on the setup and use of portable RAWs to provide weather information near wildfires not represented by current NFDRS RAWs.
- Train/certify individuals on the use of horses and pack stock to facilitate access, support, and demobilization for backcountry wildfires.
- Obtain Forest Supervisor blanket approval for use of equipment in wilderness (i.e. pumps, chainsaws, helicopters) to facilitate aggressive and quick initial attack on fires while they are small and if safely accessible.
- Assess militia workforce skills and provide virtual training if available to add forest suppression and support capacity.
- Minimize use of shared PPE items by multiple personnel. Assign PPE/equipment by module.
- Identify multiple available camp sites to accommodate smaller groups of firefighters such as divisions on a large fire. Identify local restaurants, outfitters, and caterers that may be able to provide meals to these smaller camps.

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- Boost EMT medical kits to accommodate [COVID-19 PPE/cleaning protocols](#).
- Ensure resource access to ESRI Collector platform.

## During Fire Season

- Monitor daily fire danger, as ERC's approach 80<sup>th</sup> percentile (High) and 100-hr fuel moistures at or below 8% consider extended staffing hours and resources.
- During forecasted red flag conditions and/or dry lightning consider extended staffing hours and resources.
- Monitor live and dead fuels moistures through collection and drying to assist in increased situational awareness for fire potential. Enter fuel moistures in National Fuel Moisture Database.
- Consider increased detection flights across the forest after lightning events to detect and suppress fires while they are small. Coordinate with adjacent agencies to share the cost and for efficiency.
- Line qualified militia should carry fire PPE and support equipment to assist suppression resources as requested.
- Consider fire prevention patrols during periods of increased fire danger and fire potential.
- Consider fire restrictions when human caused wildfires are increasing and fuel conditions become critical. Coordinate with surrounding agencies and cooperators for consistent messaging to the public.
- Increase public information on the forest website, social media, radio and newspaper press releases as fire potential increases.
- Provide daily briefings via radio/phone or other virtual systems to assigned suppression resources to include current and expected fire danger, weather forecast and available resources. Consider ordering additional mobile devices to improve virtual briefings (request made to the RO to consider).
- Assess risk of standing up Bighorn Basin T2IA interagency crew later in the season.
- Coordinate with local agencies and cooperators to order and have available additional resources, if available, during periods of high fire potential.

## Initial Attack

- Cody Dispatch is responsible for dispatching initial attack resources following preplanned response found in the [Shoshone National Forest Preparedness, Staffing and Wildfire Response Guidelines](#), based on current Fire Danger for each Fire Danger Rating Area (FDRA).
- Obtain accurate fire size-up information by ground/air to provide intel for risk-based decisions.
- Prioritize the use of local resources for initial attack, both other agencies and cooperators. You may have to rely on local cooperators to provide extended attack when other resources may not be available to respond.
- Additional resource requests will be determined by the IC in consultation with the Duty Officer following the minimum number of resources to achieve objectives rule of thumb.
- Consider snags when determining firefighter staffing any fire or portion of fire before engagement.
- Consider use of aircraft (both helicopters and air tankers) and heavy equipment to keep fires small and minimize number of firefighters after a through risk assessment has been completed with a moderate to high probability of success (>60%).
- Utilize smokejumpers on remote fires or to provide additional staffing to local resources on existing fires.
- Consider proximity and access to medivac/extractions sites on all fires and factor into all decisions before firefighter engagement.

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- Utilize militia skills to supplement fire support needs on the forest. Militia may be tasked to help with staffing engines or modules if needed especially during draw-down of resources (consider utilizing militia modules if possible, to limit module mixing).
- IA Resources should be prepared to be self-sufficient for 3-5 days with food/water/tools/camping and support equipment to hike/fly/pack-out of initial attack fires.
- Consider use of forest pack stock for pack-in, support and pack-out of back country fires when adequate air support is not available. Ensure all pack personnel are line qualified with PPE available.
- Limit mop-up and smoke exposure by only securing portions of a fire that have the potential to threaten the line, emphasize the use of IR technology, both hand and aerial, to determine threat potential.
- Work under the “Module as One” concept as much as possible to minimize exposure by not mixing personnel, e.g., work one flank of a small fire or same personnel assigned together for the entire season, on same schedule, to same vehicles, on same assignments, in same camp, etc.
- Utilize district/forest PIO/PAO to provide accurate and timely incident information through forest website, social media, radio and newspaper press releases.
- Coordinate all evacuations with County Sheriff and local EOC considering COVID-19 protocols.

### Extended Attack

- A WFDS decision will be developed for all wildfires that escape initial attack or are escalating into extended attack or a long-duration event. All WFDS decisions will include a protection objective.
- Committing additional local or regional/national resources to larger and longer duration fires will be determined based on values at risk and probability of success.
- All team orders will be approved and made through the Forest Duty Officer in consultation with appropriate Agency Administrators.
- Agency Administrators should be available throughout the fire season for assisting with the development of WFDS decisions on escaped fires. In the event the local AA is not available or unqualified for the decision, an alternate AA should be identified and be available.
- Consider strategies and tactics the minimize the need for suppression repair and BAER response.

### COVID on an Incident

- If individual(s) on an incident starts to show signs/symptoms of COVID contact the local county Public Health Department for guidance (Park County 307-527-8570, staffed 0800-1700 M-F, Fremont County 307-857-3677 or 307-856-6979 staffed 0800-1700 M-F).
- Notify local Medical Unit or EMS for guidance on transport and remove individual(s) off incident based on Medical Unit/EMS guidance.
- For local incidents, either EMS or local agency personnel in proper PPE will transport to either a hospital or previously determined isolation location. If individual is not taken to a hospital and is living in government quarters, previous identified isolation housing will be utilized. For individuals not living in government quarters, other arrangements will need to be made for isolation at home or other sites.
- Consider quarantining the entire module and others that may have been exposed to the individual(s) showing symptoms. Utilize flow chart for appropriate actions (Appendix C).
- Complete local medical plans with identified care facilities for COVID-19 patients.

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- Contact local care facilities to determine their COVID-19 protocols if a Forest Service hospital liaison is needed for a sick or injured employee, whether in person or virtual.

### Travel/Camps

- Consider using an increased number of vehicles during crew transports whenever possible to allow more separation within each vehicle. Assess risk of more vehicles being driven to an incident as well as extra vehicles when arriving at an incident, parking and working on the fireline (Risk Assessment in Appendix E).
- Resources/crews should stay out of fire camps and Incident Command Posts (ICPs) when feasible. Use alternate means for briefings to reduce gatherings.
- Traditional large fire camps are not recommended, utilizing several smaller camps are recommended with adequate room to maintain separation between crews/resources. Try to keep crews/modules together but separate from other modules. Utilize single occupancy tents with separation from adjacent tents.
- Utilize radio's/phones or loudspeaker systems for briefings to meet social distancing separation.
- Consider use of hotels for IMT's with individual rooms to allow for safe separation of team members.
- For ordering resources or sending resources off forest for fire assignments utilize ***Interagency Checklist for Mobilization of Resources in a COVID-19 Environment*** (Appendix F).

### After Assignment

- Screen all individuals coming back from any assignment utilizing the *Am I Fit* questions (Appendix A) and *Wildland Fire COVID-19 Screening* (Appendix B).
- Resources/crews should not report to the office upon return from assignment, but a designated location separate from other resources/crews to reduce possible exposure to others.
- Consider possible exposure and need for quarantine period if anyone showing symptoms.
- Consider additional R&R time to allow individuals time to reset to maintain a healthy immune system.
- Decontaminate all equipment, tools, PPE prior to reassignment.
- Take time to discuss the assignment and document what worked or didn't work regarding living and working with COVID-19, share with other crews and resources utilizing the COVID 19 Discussion Forum at the Lessons Learned Center.

## Appendix A

### Am I Fit? Checklist

1. Do I have a fever, cough or difficulty breathing?
2. Have I been exposed to anyone that has tested positive for COVID-19 or has exhibited fever, cough or difficulty breathing?
3. Do I have any underlying health or other issues that may place me in a high-risk category?
4. Have I over the last 14 days, traveled to countries or regions:
  - a. Which are a Federal, state/tribal or local government acknowledged widespread, community outbreak of COVID-19 or
  - b. To areas or counties which the Federal government has issued an active travel restriction or advisory, e.g., reconsider travel to, travel not recommended, only essential travel or do not travel.
  - c. If so, should I be in a 14-day self-quarantine?
5. If either 1, 2, 3 or 4 is true report to your supervisor/COR prior to leaving and await their direction. Employees with high-risk exposures to COVID-19 (defined as exposure to a sick household member or intimate partner, or providing care in a household to a person with a confirmed case of COVID-19) may also need to be excluded from work until no longer at risk for becoming infectious to fellow employees or contractors.

## Appendix B

### Wildland Fire COVID-19 Screening

Interim Standard Operating Procedures 04/15/2020

**To:** Fire Management Board and Non-Federal Wildland Fire Partners  
**From:** COVID-19 Wildland Fire Medical and Public Health Advisory Team (MPHAT)  
**Date:** 04/15/2020  
**Subject:** COVID-19 Interim Screening Protocol for Wildland Fire Personnel

#### **Purpose:**

The interagency wildland fire community is committed to preventing the spread of COVID-19 and promoting the health and wellness of all wildland firefighters and support personnel. Consistent and continual monitoring of personnel is the first step in preventing the movement of potentially infected individuals and the spread of COVID-19. This memorandum establishes interim standard operating procedures and protocols for screening of wildland fire personnel at duty stations and during incident management activities to protect all personnel, appropriately manage potential COVID-19 infection, and reduce risk.

#### **Background:**

In December 2019, a novel (new) coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-19. The virus has now spread globally. Across the U.S., public health authorities have issued significant restrictions on public gatherings and implemented social distancing practices.

This disease poses a serious public health risk and can cause mild to severe illness; especially in older adults or individuals with underlying medical conditions. COVID-19 is generally thought to be spread from person-to-person in close contact and through exposure to respiratory droplets from an infected individual. Initial symptoms of COVID-19 can show up 2-14 days after exposure and often include: fever, cough or shortness of breath. Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19

With the intent to sustain a viable, safe and effective wildland fire management workforce, (Federal, State, local and Tribal assets) during the COVID-19 pandemic, a preliminary measure is to establish common infection screening protocols utilized across the wildland fire community. The MPHAT has been established by the FMB with concurrence of the Fire Executive Council to address medical and public health-related issues specific to interagency administration of mission critical wildland fire management functions under a COVID-19 modified operating posture. The MPHAT includes interagency representation and interdisciplinary expertise (including CDC-NIOSH and medical professionals from USFS and DOI) to advise on all medical and public health related aspects of COVID-19 planning, prevention and mitigation. To that end an interim standard operating procedure has been developed and recommended by MPHAT for immediate adoption and utilization by wildland fire personnel at duty stations and wildland fire incidents to reduce the risk of disease through common screening protocols.

#### **Rationale:**

The scale and potential harm that may be caused by this pandemic meets the American Disabilities Act *Direct Threat* Standard.<sup>1</sup> Therefore, routine screening in the workplace is justified and warranted to prevent further community spread of the disease. By identifying, properly triaging, and managing personnel with exposures and these symptoms, personnel can reduce the spread and better mitigate COVID-19 infections among their workforce.

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## Instructions:

The following screening guidance is recommended for adoption and implementation at duty stations and for all incident management activities across the interagency wildland fire community, as frequently and extensively as possible. Supervisors and incident managers should plan and resource accordingly to support the following SOP:

### Pre-Mobilization

Supervisors should ensure personnel have no present symptoms of illness using the *Wildland Fire COVID-19 Screening Tool* prior to consideration of incident assignments. In addition to this initial screen, Supervisors should inform personnel going on assignments of ongoing routine daily screening on all incidents during COVID-19.

### Arrival/Entry to Location

All resources accessing any entry point location will wash their hands. If soap and water are not available hand sanitizer may be used. Each resource will proceed to receive verbal screening using the *Wildland Fire COVID-19 Screening Tool* and if possible, have their temperature assessed using a touchless thermometer. Supervisors and incident managers should determine the number of personnel required to support the screening process and consider scheduling and/or staggering resource arrival times to minimize crowding at arrival/entry locations.

### Daily Screening

All resources should be encouraged to report any emerging symptoms to their supervisor (Crew Boss, Unit Leader, Module Leader, Duty Officer, Division Supervisor, Floor Supervisor, etc.). In addition, supervisors should assess subordinates' health daily using the *Wildland Fire COVID-19 Screening Tool* to ensure no emerging symptoms. It is recommended the screening questions are asked of all personnel routinely throughout the day.

### Positive Screenings

Persons with indications of illness prior to mobilization should be excluded from incident assignments until they meet the return to work criteria as described by CDC (7 days after the start of symptoms and at least 3 days after the last fever not requiring fever reducing medications, and symptoms are improving).

Persons found meeting sick criteria or found to be with fever on arrival at an incident entry location should not be allowed entrance and, as above, should be excluded from incident assignments until they meet the return to work criteria as described by CDC. Next steps should be coordinated with unit leadership, the medical unit and/or local health authority. Prior to release and return to home, individuals with signs or symptoms of illness posing a risk of COVID-19 transmission should be isolated in a separate location. This may require separate, dedicated and staffed areas/facilities to ensure that individuals with potential COVID-19 infection do not coming in contact with other fire personnel.

### Confidentiality of Medical Information:

Any medical information gathered is subject to ADA confidentiality requirements <sup>[3]</sup> <sup>[4]</sup>.

### Tools and Supplies

- Verbal Screening - use the *Wildfire COVID-19 Screening Tool*
- Temperature Checks - use only touch-less infrared thermometer if available.
  - Incident management personnel involved with screening should consider purchasing touchless thermometers prior to assignment. Incident emergency medical personnel are strongly encouraged to bring their personal touchless thermometers if available.
- Mask or Face Barrier - Current CDC guidance includes wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain, especially in areas of significant community-based transmission. The use of simple cloth face coverings is recommended to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. As of April 2020, masks made from cloth material are considered acceptable facial barriers.
- Isolation - use separate facility, yurt or personal tent.
  - Dedicated Wash Stations - Consider the number of dedicated wash stations and/or portable restrooms needed to maximally support each bullet above.

### Personal Protective Equipment

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The NFES 1660 – *Individual Infectious Barrier Kit* or NFES 1675 – *Multi-Person Infectious Disease Barrier Kit* (as needed) should be used under the following circumstances:

- Workers engaged in screening at arrival and entry location
- Workers helping to manage sick and/or asymptomatic personnel with recent COVID-19 interaction.
- Workers helping to sanitize infected areas, or any areas suspected of infection

Note: Appropriate techniques for using personal protective equipment including donning and doffing can be found at:

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/using-ppe.html>

## References:

<sup>[1]</sup> Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)  
<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

<sup>[2]</sup> Symptoms of Coronavirus  
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

<sup>[3]</sup> Pandemic Preparedness in the Workplace and the Americans with Disabilities Act  
[https://www.eeoc.gov/facts/pandemic\\_flu.html](https://www.eeoc.gov/facts/pandemic_flu.html)

<sup>[4]</sup> 29 CFR § 1630.14 - Medical examinations and inquiries specifically permitted.  
<https://www.law.cornell.edu/cfr/text/29/1630.14>

<sup>[5]</sup> DOI COVID-19 Risk Assessment & Decision Matrix for Managers  
[https://doimsp.sharepoint.com/:b:/r/sites/doicov/Shared%20Documents/DOI\\_COVID19\\_Decision\\_Matrix\\_Version4.pdf?csf=1&web=1&e=OwfTyf](https://doimsp.sharepoint.com/:b:/r/sites/doicov/Shared%20Documents/DOI_COVID19_Decision_Matrix_Version4.pdf?csf=1&web=1&e=OwfTyf)

<sup>[6]</sup> Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings (Interim Guidance)  
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

<sup>[7]</sup> Personnel in Mission Critical and Essential Function Positions  
<https://doimsp.sharepoint.com/:b:/r/sites/doicov/Shared%20Documents/Mission%20Critical%20Position%20Exposure%20FAQ.pdf?csf=1&web=1&e=yMd8Gf>

<sup>[8]</sup> Coronavirus Disease 2019(COVID-19). Use of Cloth Face Coverings to Help Slow the Spread of COVID-19.  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

## Wildland Fire COVID-19 Screening Tool

### DO YOU HAVE ANY OF THESE SYMPTOMS?

Today or in the past 24 hours, have you had any of the following symptoms?

Fever, felt feverish, or had chills? Repeated shaking with chills?

Cough? Shortness of breath or difficulty breathing?

Muscle pain? Headache? Sore throat?

New loss of taste and/or smell?

In the past 14 days, have you had contact with a person known to be infected with the coronavirus (COVID-19)?

*\*Take temperature with touchless thermometer if available\**

# Wildland Fire COVID-19 Screening Tool

## INSTRUCTIONS FOR SCREENING

- If resource is positive for any symptoms prior to mobilization DO NOT MOBILIZE.
- At Entries – Consider the adequate number of personnel needed for screening. Although medical personnel are ideal, screeners do not have to be medically trained.
  - If resource is positive for any symptoms including fever (over 100.4) at entry DO NOT ANNOUNCE- ask to step aside.
  - Escort sick individual to isolation area.
  - Isolation support personnel should begin documentation. Have sick individual contact Supervisor for further direction.
  - Notify public health officials.
  - Have individual transported as appropriate.
  - Protect and secure any collected Personal Identifiable Information or Personal Health Information.

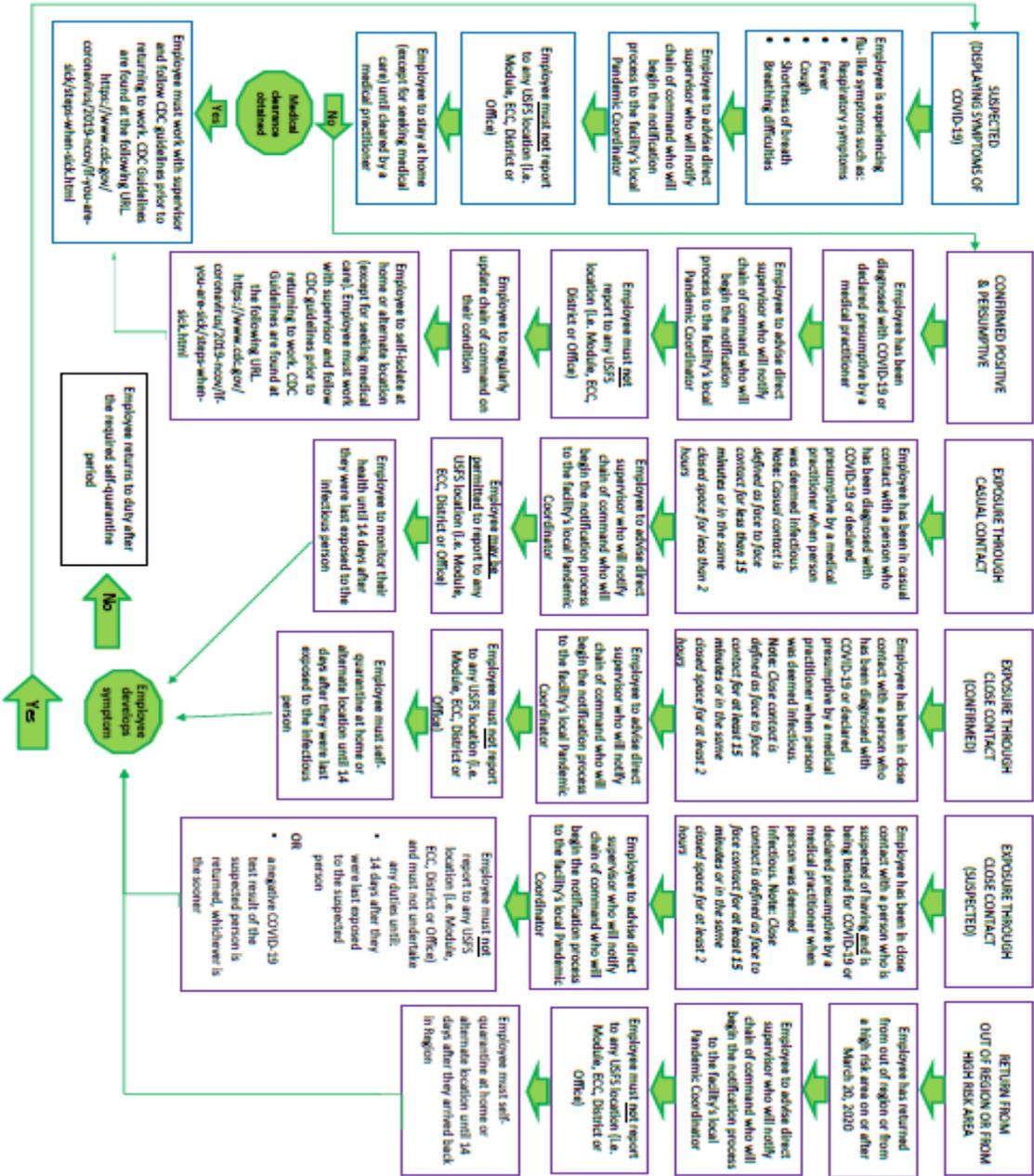
# Shoshone NF Fire/Fuels COVID-19 Operations & Wildland Fire Response Plan

## Appendix C



### REGION 2 ROCKY MOUNTAIN REGION COVID-19 RESPONSE ACTION PROCESS (VERSION 2) Created on August 1, 2020

#### COVID-19 Response Employee Notification



- IMPORTANT NOTES**
- Medical advice – when an employee receives a specific instruction from a medical practitioner or Public Health Unit, that advice is to be followed.
  - Notification of Headed Employee- Headed employee to advise direct supervisor and Host Unit Official. The Host Unit Official will notify chain of command who will begin the notification process to the facility's local Pandemic Coordinator.
  - Isolation of employee from USFS workplace is to occur in suspected, confirmed, close contact, and return from a high risk area or out of region. Exclusion of employee from USFS workplace is not to occur in casual contact cases, unless the employee develops symptoms or meets other criteria as defined.
  - Contact of a close contact – If an employee has been in contact with a person identified as a close contact of another person with confirmed COVID-19 infection or as out of region traveler, that employee does not need to be excluded from the workplace.
  - Site decontamination – In cases of confirmed COVID-19 at USFS workplace, the site including equipment is to be decontaminated by following the guidance set forth by CDC.
  - Site cleaning – Site managers should ensure that regular cleaning and appropriate sanitization of USFS workplace is undertaken on a regular basis.
  - USFS 82 employee provisions
    - If an employee is sick with non-COVID-19 symptoms, current job leave entitlements and conditions apply. Supervisors may, at their discretion, request medical certification or documentation for absences of 3 days or more, or when there is a valid reason to request a certificate for less than 3 days. Bargaining unit employees should see their respective Collective Bargaining Agreements regarding medical certification requirements. If an employee shows the symptoms related to COVID-19, whether and safety leave may be requested.
    - When an employee is not sick but is directed not to attend the workplace due to quarantine requirements, employees will be assigned alternate work from home or alternate location during the quarantine period.
    - Whether and safety leave may be requested by employees who are unable to work due to a personal emergency caused by a public emergency.
    - When a USFS workplace is closed, flexible working arrangements should be considered either at another office location, or at home where appropriate.
    - Flexible work arrangements including working from an alternate or alternate location (office or home) may occur following approval by the Supervisor.

## Appendix D

### Best Practices for Cleaning and Disinfecting for COVID-19 in Office & Warehouse Settings

This interim guidance is based on what is currently known about the coronavirus disease 2019 (COVID-19), as of 3-17-2020. Much is unknown about how the virus that causes COVID-19 spreads. Current knowledge is largely based on what is known about similar coronaviruses. The virus that causes COVID-19 is spreading from person-to-person in China and some limited person-to-person transmission has been reported in countries outside China, including the United States. Updates are available on CDC's [COVID-19](#) web page.

Based on what is currently known about the virus, spread from person-to-person happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets. Transmission of novel coronavirus to persons from surfaces contaminated with the virus has not been documented. Transmission of coronavirus in general occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that novel coronavirus may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings.

This guidance provides recommendations on the cleaning and disinfection of rooms or areas where suspected or confirmed COVID-19 individuals have visited. It is aimed at limiting the survival of novel coronavirus in key environments, such as office facilities.

- **Perform routine environmental cleaning:**
  - It is recommended to **close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection** to minimize potential for exposure to respiratory droplets. **Open outside doors and windows to increase air circulation in the area.** If possible, wait up to 24 hours before beginning cleaning and disinfection.
  - **Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by ill or suspected infected persons**, focusing especially on frequently touched surfaces.
  - Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label.
  - Practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks) with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.
  - Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down by employees before each use.
- **How to Clean and Disinfect Surfaces**
  - If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
  - For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.
    - Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
  - Prepare a bleach solution by mixing:
    - 5 tablespoons (1/3<sup>rd</sup> cup) bleach per gallon of water or

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- 4 teaspoons bleach per quart of water
- [Products with EPA-approved emerging viral pathogens claims](#) are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
  - Otherwise, use products with the EPA-approved emerging viral pathogens claims (examples at [this link](#)) that are suitable for porous surfaces

### References

<https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

[https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list\\_03-03-2020.pdf](https://www.epa.gov/sites/production/files/2020-03/documents/sars-cov-2-list_03-03-2020.pdf)

Appendix E Risk Assessments

[WCT COVID-19 RA](#)

[Fire Response RA](#)

[Fire Travel RA](#)

## Appendix F

### **Interagency Checklist for Mobilization of Resources in a COVID-19 Environment**

The following checklists are designed for interagency mobilization (ordering and/or sending) for severity, pre-position, and fire response resources while working in the COVID-19 environment.

Best Management Practices outlined in current COVID-19 guidance, such as (guidelines for social distancing, disinfecting procedures, facial coverings, remote/small briefings, incident level medical screening plan, lodging and isolation/quarantine plan) should be in place to mitigate COVID-19 for resource mobilization for both sending and receiving units. Any resource deemed to be a high risk, per the CDC guidelines have the option to decline the assignment.

**ORDERING UNIT** -- Provide the following information in "Special Instructions" in resource order

		Yes	No
1	Confirm Best Management Practices are in place to mitigate COVID-19.		
2	Description of any additional supply/equipment needs (self-sufficient, food, water, extended camping equipment, etc.)		
3	There is a medical plan in place with identified care facilities for COVID-19 patients.		
4	Describe the level of COVID-19 outbreak in the county where the fire is located from the following website: <a href="https://coronavirus.jhu.edu/us-map">https://coronavirus.jhu.edu/us-map</a>		

**SENDING UNIT** – Is the following met?

		Yes	No
1	All individuals filling the order have been screened using the MPHAT Wildland Fire Screening Tool or their employing agency's equivalent.		
2	The resource is equipped with PPE and supplies required to adhere to COVID-19 mitigation protocols during mobilization and for at least three operational periods.		
3	The resource is prepared to be self-sufficient regarding food and water for at least the first three operational periods if driving.		
4	The resource can meet any additional supply/equipment needs identified in the Special Instructions section of the resource order.		
5	There is an isolation/quarantine plan in place to use upon return to the home unit that can be implemented if deemed necessary.		



