

Fort Collins Interagency Dispatch Zone

Preparedness Plan



I. INTRODUCTION

A. PURPOSE

Preparedness plans provide management direction given identified levels of burning conditions, fire activity, and resource commitment, and are required at national, state/regional, and local levels. Preparedness Levels (1-5) are determined by incremental measures of burning conditions, fire activity, and resource commitment. Fire danger rating is a critical measure of burning conditions.

B. PREPAREDNESS vs. STAFFING LEVELS

Preparedness Levels often get confused with Staffing Levels. Staffing Levels only consider fire danger, while Preparedness Levels incorporate additional items, such as current level of local fire occurrence and suppression resources committed. Additionally, Preparedness Levels incorporate stable variables to help with long-term decisions, such as the need to request severity funding or activation of public-use restrictions.

C. POLICY and GUIDANCE

Policy and guidance regarding the development of Preparedness Level plans can be found in chapter 10 of the Interagency Standards for Fire & Aviation Operations ([Red Book](#)). Refer to the National Interagency Mobilization Guide and GACC Mobilization Guides for more information on Preparedness Level Plans.

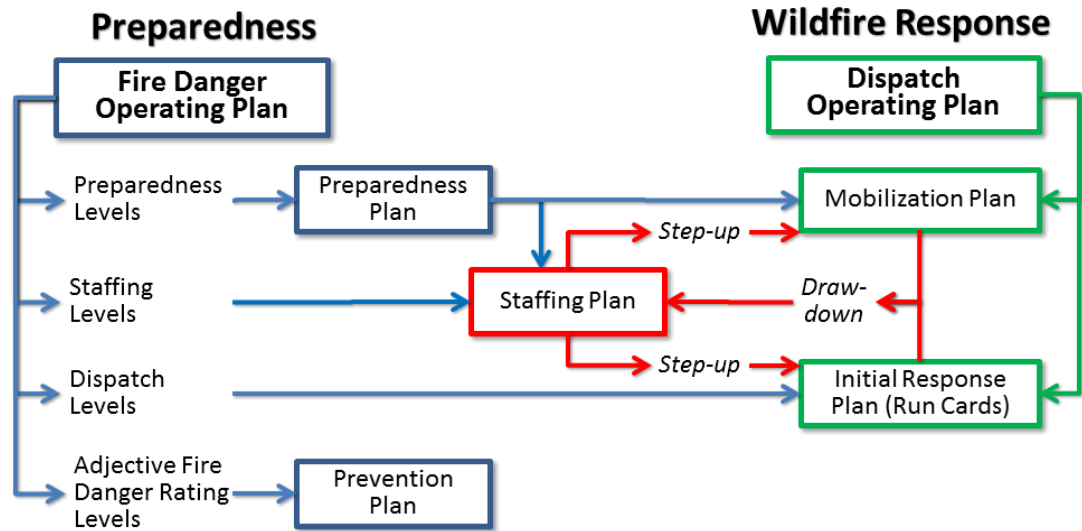
Preparedness Level Plans are required at the national, state/regional, and local levels. These plans address the five Preparedness Levels (1-5) and provide management direction based on identified levels of burning conditions (fire danger), fire activity, resource commitment/availability, such as incident management teams assigned, and other considerations (in contrast to Staffing Levels, which typically only consider fire danger). Preparedness Level Plans may be developed by a state/regional office for agency-specific use.

Supplemental preparedness actions to consider include, but are not limited to, the following items:

- Management briefings, direction, and considerations
- Support function: consideration given to expanded dispatch activation and other support needs (procurement, supply, ground support, and communication)
- Support staff availability outside of fire organization
- Fire danger/behavior assessment
- Fire information – internal and external

- Multi-agency coordination group/Area command activation
- Prescribed fire direction and considerations.

Specific agency directives and interagency guidance requires numerous unit plans and guides to meet fire preparedness and wildfire response objectives. Some of these plans and guides are inter-related; one or more plans/guides provide the basis for other plans/guides. The Preparedness Plan is an operational plan tiered from the Fire Danger Operating Plan as shown below:



D. PREPAREDNESS LEVELS and RECOMMENDED ACTIONS GUIDE

These Preparedness Level Indicators and Actions are guidelines, and as such are discretionary in nature, for agency personnel to refer to when preparedness level thresholds are being reached. If an agency doesn't have a specific position that is listed within the PL table, that agency will utilize discretion as to what position will assume those roles.

Preparedness Level (PL) Indicators

PL 1	<p>Most FDRA's have LOW fire danger adjective rating.</p> <p>Little or no activity occurring within the FTC dispatch area.</p> <p>Little or no commitment of FTC area resources locally or nationally.</p>
PL 2	<p>Most FDRA's have MODERATE fire danger adjective rating.</p> <p>Class A and B fires occurring.</p> <p>FTC area resources are handling the situation. Minimal commitment of FTC area resources locally or nationally.</p>
PL 3	<p>Most FDRA's have HIGH fire danger adjective rating.</p> <p>FTC area incidents occurring requiring major commitment of FTC area resources.</p> <p>The potential exists for ordering additional resources from neighborhood dispatch centers and/or RMACC.</p> <p>Moderate commitment of FTC area resources to local, regional, or national incidents.</p> <p>Potential of Type 3 Incidents or larger exists.</p> <p>Forecasted Lightning activity may produce multiple start fire days and potential exists for increased recreational activities and political considerations.</p>
PL 4	<p>Most FDRA's have VERY HIGH fire danger adjective rating.</p> <p>One or more Type III incidents or one Type I or II incidents occurring within the FTC area.</p> <p>Incident activity is committing most FTC suppression resources.</p> <p>Additional Resources are being ordered through neighborhood Dispatch Centers and RMACC.</p> <p>Heavy commitment of resources to regional and national incidents. Competition for resources exists.</p> <p>7-day weather predictions do not call for any immediate relief and potential exists for increased recreational activities and political considerations.</p>
PL 5	<p>Most FDRA's have EXTREME fire danger adjective rating.</p> <p>Multiple Type I, II, or III incidents occurring.</p> <p>Heavy commitment of FTC zone resources to incidents or preparedness activities.</p> <p>Heavy competition for regional and national resources. Most resource orders will take more than 48 hours to fill.</p> <p>7-14 day weather predictions do not call for any immediate relief and potential exists for increased recreational activities and political considerations.</p>

**Preparedness Level (PL) Actions
Agency Administrators**

Responsible Party	Suggested Action	Affected Entity	PL 1	PL 2	PL 3	PL 4	PL 5
Agency Administrator (Forest Supervisor, Park Superintendent, FS District Rangers)	Ensure Resource Advisors (READ) are designated and available for fire assignments.	Agency			X	X	X
	Ensure Public Affairs staff are identified and available as needed for coordination of fire program and incident information needs.	Agency			X	X	X
	Ensure fire program retains capacity to implement full range of potential.	Agency			X	X	X
	Evaluate work/rest needs of fire staff and crews.	Agency				X	X
	Consider need for fire restrictions or area closures.	Public / Industry				X	X
	Provide appropriate support to fire staffs regarding the implementation of preparedness level actions.	Agency				X	X
	Issue guidance to staff indicating severity of the fire season and increased need and availability for fire support personnel.	Agency				X	X
	Ensure administrative staff is stepped up equivalent with fire activity needs to include fire business support.	Agency			X	X	X

**Preparedness Level (PL) Actions
Prevention / Mitigation**

Responsible Party	Suggested Action	Affected Entity	PL 1	PL 2	PL 3	PL 4	PL 5
Fire Prevention / Education	Contact Public Information Officer, local media to inform of the start of fire season and the potential for local fire danger to increase.	Agency / Public	X	X	X	X	X
	Provide public and industry with access to fire danger information, closures, restrictions and warnings.	Agency / Public / Industry	X	X	X	X	X
	Contact local industrial entities to inform of hazard and risk.	Public / Industry	X	X	X	X	X
	Post signs and warnings in camping and recreation areas.	Public	X	X	X	X	X
	Consider need for increased fire prevention patrols.	Agency			X	X	X
	Notify local media if High / Extreme fire danger and the need for increased public caution.	Public				X	X
	Consult with FMO regarding need for fire restrictions or closures.	Agency				X	X
	Consider ordering a fire prevention team.	Agency				X	X

**Preparedness Level (PL) Actions
Fire Management Officers**

Responsible Party	Suggested Action	Affected Entity	PL 1	PL 2	PL 3	PL 4	PL 5
FMOs (ARF Fire Staff, RMP-FMO, FWS Zone FMOs, CO DFPC FMOs or delegated acting)	Evaluate season severity data (NFDRS indices for the season, fuel moisture, drought indices, and long-term forecasts).	Agency	X	X	X	X	X
	Brief agency administrator on burning conditions and fire activity.	Agency			X	X	X
	Review geographical and national preparedness levels and evaluate need to suspend local RX fire activities.	Agency			X	X	X
	Consider consulting with or ordering an FBAN or WFDSS Support for ongoing fire.	Agency			X	X	X
	Review local Incident Management Type 3 organization to ensure local capacity can support management, strategy and decisions regarding long-term fires.	Agency			X	X	X
	Assess the need for staffing of Fire Lookouts during the burn period (Deadman, Squaw and Shadow Mountain).	Public / Industry			X	X	X
	Communicate with FTC Manager and RMCC Manager on geographical conditions and resource availability.	Agency			X	X	X
	Consider fire severity request and prepositioning of resources including operational resources, aerial support, aerial supervision, command positions, dispatch, logistical support, and prevention.	Agency / Public / Industry			X	X	X
	Work with Agency Administrators to ensure associated AA actions are being addressed.	Agency			X	X	X
	Consider activation of Agency MAC Group	Agency			X	X	X
	If preparedness level is decreasing, consult with Duty Officers/FTC Manager and consider release of prepositioned or detailed personnel.	Agency				X	X
	Evaluate crew and staff work/rest requirements.	Agency				X	X
	Evaluate need for fire restrictions or area closures.	Public / Industry				X	X
	Request the Agency Administrator to issue guidance to office staff regarding the need for increased availability from militia for operational and support positions.	Agency				X	X
	Contact local fire chiefs and inform of increased fire danger.	Agency				X	X
	Consider dedicated expanded dispatch and buying team in place.	Agency			X	X	
Ensure there is a dedicated expanded dispatch and buying team in place.	Agency					X	

**Preparedness Level (PL) Actions
Fort Collins Interagency Dispatch Center**

Responsible Party	Suggested Action	Affected Entity	PL 1	PL 2	PL 3	PL 4	PL 5
FTC	Have Center adequately staffed for current and anticipated demand.	Agency	X	X	X	X	X
	Begin weekly conference calls with FTC FMOs and Operations staff.	Agency		X	X	X	X
	Consider repositioning or detail of off-unit IA dispatchers and logistical support personnel.	Agency			X	X	X
	If not already implemented, establish an Expanded Organization.	Agency			X	X	X
	If preparedness level is decreasing, consider release of prepositioned or detailed dispatchers and logistical support personnel.	Agency			X	X	X
	Update Seasonal Fire Danger Trend Charts biweekly (1 st and 15 th).	Agency				X	X
	Evaluate work/rest needs of Center staff and consider 24/7 staffing.	Agency				X	X
	Dedicated Floor Manager should be in place.	Agency				X	X

**Preparedness Level (PL) Actions
Duty Officers**

Responsible Party	Suggested Action	Affected Entity	PL 1	PL 2	PL 3	PL 4	PL 5
Duty Officers	If preparedness level is decreasing, consider release of prepositioned or detailed resources.	Agency			X	X	X
	Ensure incoming preposition or detailed personnel are briefed on local conditions.	Agency			X	X	X
	Evaluate work/rest needs of IA crews.	Agency			X	X	X
	Consider patrols and repositioning of local IA resources in high risk areas.	Agency				X	X
	Consider repositioning and/or detailing of additional IA resources from off-unit.	Agency				X	X
	Consider bringing in local resources from scheduled days off.	Agency				X	X
	Consider suspending RX fire operations.	Agency				X	X