

# Gunnison River Interagency Handcrew Operating Guidelines



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The Grand Mesa, Uncompahgre and Gunnison National Forest, Southwest District of the Bureau of Land Management, Black Canyon National Park, and Colorado Division of Fire Prevention and Control agree to participate in a Type 2 Initial Attack (IA) or Type 2 Handcrew following the guidelines and components outlined in this document. The crew will be listed as CRW2 IA or CRW2 in ROSS based on qualifications of assigned personnel. (See Appendix A).

\*\*Other wildland fire management agencies may provide crew members, when a position is available and they have qualified personnel to fill the position from within the Montrose Dispatch Area.

The crew name is Gunnison River Interagency Handcrew, and is hereinafter referred to as “the crew” or “GRC”. Oversight of the crew will come from the Montrose Coordinating Group and is hereinafter referred to as “MTCG”. A working group comprised of agency representatives will be formed to review this document annually. This group will work with MTCG for review and approval of operating guidelines to ensure compliance with agency policies.

### **Mission**

The Gunnison River Interagency crew will provide safe, effective support for wildland fire operations as well as other all-risk incidents within the qualifications and skills of crew personnel. The crew will provide a quality learning experience for all personnel involved in leadership skills, technical skills and positive interpersonal communication. The crew will be composed of personnel from multiple agencies and/or organizations across the Montrose Interagency Dispatch Zone. It should serve to improve interagency cooperation and communication, as well as establish positive professional relationships among fire managers.

### **Code of Conduct**

Members of the crew are expected to maintain a high standard of honesty, integrity and respect. Crewmembers will avoid any actions that: 1) may reflect negatively on the Gunnison River Interagency Crew and the agency that they represent, or 2) which would jeopardize the employee’s fitness for duty and ability to perform their job effectively.

Supervisors are expected to stop any type of inappropriate behavior. Failure to do so implies approval through lack of action. Each supervisor is responsible to identify and resolve conflicts or disagreements between crewmembers. If you need help, follow the chain of command to get issues resolved.

### **Zero Tolerance Policy**

Sexual harassment and other offensive or inappropriate behavior will not be tolerated. This includes offensive comments or conversations relating to race, color, religion, sex, national origin, and disability. Violating this policy will result in removal from the crew and may lead to disciplinary action.

## **Disciplinary Action Procedures**

If any inappropriate behavior occurs while the crew is mobilized, it is the responsibility of the Crew Boss to take immediate steps to insure that the actions cease. If the behavior is serious enough to warrant an individual's demobilization or legal actions, Montrose Dispatch must be notified along with the appropriate personnel on the incident using the chain of command. Montrose Dispatch will then notify the involved cooperative District FMO or Duty Officer. Specific details of the actions must be documented accordingly and submitted to the appropriate supervisor.

In the event of unsatisfactory performance or inappropriate behavior occurs that leads to an incident that is not in line with the mission, code of conduct, or zero tolerance policy that does not warrant demobilization, suggested actions could include; individual would not be available for next GRC assignment, home unit supervisor issues an official Letter of Warning for misconduct, or other suitable means to promote individual growth towards successful Agency employment.

## **Safety**

Commitment to safety is a top priority of the crew. We are committed to using safe and appropriate strategies and tactics. This crew will not accept unsafe assignments. Safety is the primary responsibility of all members of the crew. The crew will adhere to the ten standard fire orders at all times. The crew boss, crew boss trainee and squad bosses will continually evaluate LCES and the 18 watch out situations during all phases of an assignment.

## **Crew Organization**

### **Season of Operation**

The Crew will be in available status based on availability of qualified personnel throughout the calendar year. The crew may be listed as unavailable based on local preparedness levels.

### **Crew Typing**

The Crew will be configured and listed in ROSS as a CRW2 IA (Type 2 Initial Attack Handcrew) if it can meet the standards set forth in the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*. Otherwise the crew will be listed in ROSS as a CRW2 (Type 2 Handcrew). Overhead will be designated prior to resource order per CRWB rotation. The first priority will be to status the crew as a Type 2 IA crew.

### **Availability**

The crew will be listed as available for local, regional and national assignment based on the concurrence of MTCG. Evaluation of available resources should be done pre-season and continually throughout the year. This evaluation will insure that adequate resources are available for initial attack coverage on home units and to support the required handcrew components. Additional Gunnison River crews may be

mobilized as needed and as resources permit. All party to this agreement will be given an opportunity to participate when any additional crews are made available.

The following list is the preferred level of crewmember/support from each participating group.

West Zone - Minimum 4 maximum 6 members, 1 crew cab vehicle, 1 FFT1 or higher, 1 FALB.

East Zone - Minimum 4 maximum 6 members, 1 crew cab vehicle, 1 FFT1 or higher, 1 FALB.

North Zone - Minimum 4 maximum 6 members, 1 crew cab vehicle, 1 FFT1 or higher, 1 FALB.

BLM/NPS - Minimum 4 maximum 6 members, 1 crew cab vehicle, 1 FFT1 or higher, 1 FALB.

Job Corps - Minimum 4 maximum 6 members, 1 crew cab vehicle.

DFPC- Minimum 2 maximum 4 members, 1 crew cab vehicle. 1 FFT1 or higher, or 1 FALB

### **Notification of Crew Order**

Montrose Interagency Dispatch (MTC) will notify the designated Crew boss and/or trainee that a resource order has been received; the Crew boss and/or trainee will then be responsible for notifying the Zone Duty Officer(s) who will contact their respective crew participants. The Crew boss and/or trainee will determine crew leadership in coordination with zone duty officers (based on the leadership rotation on pages 3 and 4 of this document), transportation method, departure point, equipment, and logistical needs, etc... Each Zone will have 45 minutes to respond to the initial request for crewmembers. After 45 minutes the crew will be filled with any available crewmembers, regardless of unit.

The assigned crew boss and/or trainee becomes the representative to the Montrose Coordination Group (MTCG) for crew mobilization. The crew boss and/or trainee along with Montrose Dispatch will be the point of contact for each zone to compile the crew roster. The crew boss will then forward a final crew roster to respective zone duty officers and Montrose Dispatch.

### **Crew Manifests**

Once finalized, the following information will be provided to Montrose Dispatch Center for the Crew Manifest: Name, Position, Gender, Agency, Personal Weight, and Gear Weight (for flight weight).

### **Crew Organization**

- Crew Boss (1): CRWB
- Crew Boss Trainee (1) \*optional: CRWB (t)
- Foreman (1) \*optional: CRWB (use next in line from rotation) Recommended if no CRWB(T)
- Squad Leaders (3): FFT1/ICT5 to meet CRW2-IA standards
  - FFT1 to meet CRW2 standards
- Sawyers (3): 1 FALB, 2 FALA for CRW2-IA dispatch. 3 FALB is preferred.
  - (3) FALA for CRW2 dispatch. 3 FALB is preferred.
  - See Faller/Sawyers Section.
- 60% of personnel on the crew must have a minimum of one season experience to meet CRW2-IA standards. (60%= 12 people on a 20 person crew)
  - 20% must have a minimum of one year experience to meet CRW2 standards. (20%= 4 people on a 20 person crew.

## Crew Bosses

Crew Bosses for the crew will be determined based on a zone rotation list. In the event that the first up zone cannot provide the Crew Boss, the next zone in the rotation list will provide the Crew Boss. If the Crew Boss decides he/she would like to activate the foreman position, it will be filled utilizing the zone Crew Boss rotation list.

## Crew Boss Rotation

Crew Boss - Zone
West
North
BLM/NPS
East
Job Corps
DFPC

## Crew Boss Trainees

Any time the Gunnison River Crew is dispatched, an effort will be made to assign a Crew Boss Trainee. However, the assigning of a CRWB (t) is contingent upon the assigned CRWB meeting the requirements contained in the Montrose Fire Qualifications and Review Committee (FQRC), which reads: “Evaluator Qualifications: Qualified at or above PTB Position. As can be determined, evaluator has successfully performed in a minimum of two incident assignments in the position for which they are evaluating. For Single Resource Boss-Crew (CRWB), crew is defined as minimum of 16 crew members.”

Once an order is received and it is determined that a CRWB (t) will be assigned, trainees will be contacted and given the option to accept the assignment in the order of the cadre list. After completing an assignment; trainees will be placed at the bottom of the cadre list. Those individuals that were listed as CRWB (t) in IQCS were evaluated by following the Rocky Mountain Area – Trainee Prioritization Criteria Worksheet.

## Squad Leaders

In order to meet the National Standards for CRW2-IA as described in the *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*, the crew must have 3 Squad Leaders qualified at least as ICT5. If the crew is dispatched as a CRW2 the three Squad Leaders must be minimally qualified as FFT1.

Firefighter Type 1 Trainees will be identified at the time the crew is assembled. The Crew Boss will ensure that the experience level of the trainer and trainee, fire behavior, and complexity of the assignment allow for a safe training situation.

- It is recommended that the Crew Boss limit the number of FFT1(t)'s to no more than one per squad for each fourteen day assignment to avoid a "trainee carousel" situation and to ensure a quality training experience for each trainee.

### **Emergency Medical Technician (EMT)**

Every effort will be made to include a certified EMTB with each crew when possible, but this is not a required component.

### **Home Unit Responsibility**

Before a squad or truck leaves their home unit a copy of the GRC SOG should be reviewed by manifested crew members, including equipment guidelines, personal belongings and expenses. GRC crew members should not leave their home units for assembly without updating their time and attendance for current pay period at their home unit with their supervisor. It shall be the responsibility of Supervisors and Crew members to have a SOP in place to handle this situation. The Crew Boss is not responsible for T&A reporting before the mobilization of the GRC.

In a timely matter supervisor or chief of contact from each zone should call the crew boss and inform of rostered crew member names, chief of party, vehicle used to meet at mobilization, and equipment and supplies on the truck.

A vehicle inspection should be completed and documented before departing home unit. Document any damage to vehicle, condition, and identify equipment and gear.

### **Mobilization Time**

The crew will meet the national standard for mobilization of a Type II-IA crew. This is 4 hours from time of notification by MTC to assembly at the designated departure point.

### **Mobilization Method**

Each participating Zone will provide an agency owned, crew cab, four wheel drive pickup to be used on the assignment. Vehicles with toppers or other means of securing and protecting gear stored in the bed are preferred. Once all crewmembers have arrived at the departure point, the Crew Boss will determine which vehicles will be used on the assignment and which ones will be parked at the departure point. A maximum number of five vehicles are allowed for each dispatch.

- The use of more than five vehicles is strongly discouraged. Under certain circumstances, Montrose dispatch and/or the MTCG Chair person may authorize the use of additional vehicles.

### **Designated Departure Point**

The crew will assemble all of its members at a departure point to be determined by the Duty Officer at the time of mobilization. All crewmembers are expected to arrive at the departure point fire ready and ready to travel to the ordering incident.

The crew will typically meet at the Montrose Dispatch Center. However, depending on the location of the ordering incident the crew may meet at other centralized locations if it allows for an earlier departure time.

A phone call will be made by the CRWB to Montrose Dispatch to inform them that the crew is assembled and to give them the final names of people on the crew to ensure that Dispatch has the correct information and is informed of the status of the crew.

### **Designated Disbanding Point**

The crew will disband all members from the point of departure upon return from an assignment.

- The Crew Boss will ensure all tools and equipment used from the crew cache are rehabbed and in a state of readiness for the next crew assignment.
- The Crew Boss will be responsible for purchasing new or replacement items that were damaged on the assignment.
- The Crew Boss and Crew Boss Trainee will hold an After Action Review (AAR) with the crew. Notes from the AAR will be included in the Crew Boss packet and sent to MTCG and Montrose Dispatch.
- The Crew Boss will furbish official time to all crew members and per diem reimbursement entitlements.
- No individual will be allowed to travel past 2200 en route to their home unit. Hotel rooms will be secured for individuals that cannot reach their home unit by 2200 either near the disbanding point or along their travel route. They will then return home the following day.
- Each participating zone and agency will designate a Chief of Party (COP) who will be responsible for notifying MTC of their travel plans, ETA, and arrival to their home unit.
- The Crew Boss is ultimately responsible for all personnel until they reach their home unit.

## **Equipment Guidelines**

### **Radios**

Each participating zone and agency will furnish its overhead personnel (Crew Boss, Crew Boss Trainee, and Squad Leaders) with programmable radios. A minimum of five radios should be taken on each dispatch to insure reliable inter-crew communications.

### **Chainsaws**

Chainsaws will be obtained from the crew cache. If additional chainsaws are deemed necessary, arrangements will be made by the Crew Boss to bring more. At a minimum three chainsaws with saw



kits will be taken on each assignment. It is recommended that six chainsaws with kits are taken on an assignment.

### **Hand Tools**

Each vehicle will arrive at the designated departure point with an appropriate number of tools for each person in their vehicle and at least two spare tools per vehicle. If upon meeting at the mobilization point it is determined that different types of tools are needed, the crew may utilize tools from the crew cache.

### **Burning Equipment**

In addition to fuseses, the crew will have a minimum of 8-10 drip torches, and 10 Gallons of burn mix (3:1 Diesel/Gasoline).

### **Meals and Water**

Unless travelling by air, the crew will be dispatched with rations and water sufficient for 24 hours (60 meals). The crew is expected to arrive at the assembly point fed and self-sufficient for a minimum of six hours. No special arrangements will be made to feed crew members who do not comply. At least two cases of MREs and one cubee of water plus a cooler filled with bottled water and gator-aid will be supplied in each vehicle. Before being de-mobed from an incident, the Crew Boss will make meal and/or lodging arrangements with incident personnel, for the time the crew is in travel status.

### **First Aid Kits / Trauma Kits:**

3 10-Person first aid kit, at a minimum, will be sent with each crew dispatched. Each Crewmember will carry an individual 1<sup>st</sup> Aid Kit as well. It is recommended the crew travel with a trauma kit and SKED

## **Crew Boss and Crew Boss Trainee Responsibilities**

The crew boss and their trainee, if assigned, are responsible for the safety, management, and organization of the crew from the time of dispatch to the time that all personnel return safely to their home units.

- The Crew boss is in command of the crew at all times. Tactical decisions as well as administrative issues are the responsibility of the crew boss.

To fulfill the administrative responsibility of the Crew Boss it is suggested that:

- Crew Boss is only responsible for time posted to individual official pay system from the time of notification of resource order to demob AAR back on home unit and should be documented on a CTR, have a OF-288 created by hosting unit, and fill out GRC T&A report.
- Other time reporting in the pay period of mobilization should be handled at home units prior to leaving unit and mobilization with the crew. Depending on the assignment, there may be no opportunity for individuals to complete prior administrative work for home unit after mobilization.

- GRC T&A report shall be faxed or sent electronically following the end of a pay period to MTC for disbursement to respected zones and supervisors.
- It is discouraged to allow crew members to enter their own time thru means of smart devices, computers, etc. A distraction that can greatly affect the safety and welfare of the crew in whole and prevent false time reporting (fraudulent time).

### **Crew Briefing**

It is mandatory that the crew boss and crew boss trainee present a briefing to the crew prior to departure, which includes:

- Details of the assignment.
- Logistics including transportation method and travel plans.
- Crew organization and squad assignments.
- Review supplies, line gear and equipment.
- Collection of Task Books to be evaluated.
- Confirmation that Qualification Cards and photo ID's are in possession by all.
- Review of health and welfare issues.
- Expectations on behavior and conduct, establish inter-crew communications (cell phone #'s, radio frequencies).

### **Evaluations**

The Crew Boss is responsible for completing an evaluation of the Crew Boss Trainee, and ensuring a crew evaluation is received from their fireline supervisor whenever possible. These evaluations will be submitted to MTCG and Montrose Dispatch upon return. The Crew Boss is responsible for completing an evaluation of the Squad Leaders. Squad Leaders are responsible for completing an evaluation of their crewmembers.

## **Logistical Support and Purchasing Responsibilities**

### **Meals and Lodging**

The crew should have the ability to provide meals and lodging for themselves while in travel status. It is recommended the Crew Boss have purchasing authority using an Agency purchase card. Individuals may purchase their own meals and be reimbursed at the applicable per diem rate through the use of GovTrip or other appropriate agency channels. At crew demob, the Crew Boss will provide a travel form (see Appendix D) showing reimbursable meals.

### **Supply/Resupply**

Any supply needs must be reported to the Crew Boss, or a person designated by the Crew Boss to handle supply needs.

Most supply needs should be taken care of by the Supply Unit on the incident. However, if they are unable to provide the needed supplies the Crew Boss will acquire “S” numbers on a General Message (ICS 213) form for each item to be ordered at a later date.

While in travel status supply needs may be met by using fleet cards (for vehicle needs). All receipts should be retained in case they are needed at a later date.

## **Equipment**

Each crewmember is expected to arrive at the departure point ready for a fire assignment of up to fourteen days (excluding travel). Upon arrival at the departure point; tools, line gear, water bottles, and PPE will be ready for an assignment. Crewmembers should be wearing fire boots, Nomex pants, and an appropriate shirt. Some of the equipment listed below is required while some is recommended to improve crewmembers’ comfort level while on assignment.

Line gear and travel packs will not exceed 65 lbs. combined. Line gear alone shall weigh no more than 20 lbs. These weights are calculated without water, fuel/oil, and fuses.

- No items are to be attached to the outside of packs.
- A list of required and recommended personal gear is listed on the following page. This should be referred to by crewmembers as they prepare for an assignment.

## **Personal Belongings**

Bringing personal equipment on an assignment is done so at one’s own risk. The incident will not pay for any damage caused to equipment that is not on a resource order. This includes, but is not limited to cell phones, ipods, cameras, and GPS units.

## **Personal Expenses**

All crewmembers should carry at least \$50.00 cash, traveler checks or a credit card for normal expenses (food during travel, personal care items, etc.) which may occur during a 14-day assignment.

It is not require that a crewmember bring cash and/or a credit card on an assignment. However, it is highly recommended.

## **Contact Numbers**

Contact	Phone #	Other #
Montrose Dispatch	970-249-1010	970-240-5369 fax
Clay Fowler-Forest FMO	970-874-6619	970-712-4266 cell
Brandon Lewis -BLM FMO	970-240-5351	970-596-5359 cell
Andy Bundshuh-NPS FMO	970-374-3014	970-629-0191 cell
Luke Odom-DFPC FMO	970-964-4747	970-361-6917 cell

Gunnison River Interagency Handcrew Operating Guidelines

**Appendix A**

Minimum Standards	Type I (#1)	Type 2 with IA Capability	Type 2
Fireline Capability	Initial attack/can be broken up into squads, fireline construction, complex firing operations (backfire)	Initial attack/can be broken up into squads, fireline construction, firing to include burnout	Initial attack, fireline construction, firing as directed
Crew Size	18-20		
Leadership Qualifications	Permanent Supervision Supt: TFLD, ICT4, FIRB Asst Supt.: STCR, ICT4 3 Squad Bosses: ICT5	Crew Boss: CRWB 3 Squad Bosses: ICT5	Crew Boss: CRWB 3 Squad Bosses: FFT1
Language Requirements	All senior leadership including Squad Bosses and higher must be able to read and interpret the language of the crew as well as English.		
Experience	80% 1 season	60% 1 season	40% 1 season
Full-Time Organized Crew	Yes (work and train as a unit 40 hrs. per week.)	No	
Communications	5 programmable radios	4 programmable radios	
Sawyers	3 agency qualified	3 agency qualified	None
Training	As Required by Interagency Hotshot Crew Guide or agency policy prior to assignment.	Basic firefighter training and/or annual firefighter safety refresher	
Logistics	Crew level agency purchasing authority	No purchasing authority	
Maximum Weight	5100 lbs.		
Dispatch Availability	Available Nationally		Variable
Production Factor	1.0	0.8	
Transportation	Own transportation	Transportation needed	Transportation needed
Tools & Equipment	Fully equipped	Not equipped	Not equipped
Personal Gear	Arrives with: crew first aid kit, personal first aid kit, headlamp, 1 qt. canteen, web gear, sleeping bag.		
PPE	All standard designated fireline PPE		
Certification	Must be annually certified by the local host unit agency administrator or designee prior to being made available for assignment.	N/A	

## Appendix B

### Equipment for Line Gear

- The following items are REQUIRED.
  - Line pack
  - Leather gloves
  - 1 Qt. canteens (4 minimum)
  - M.R.E
  - Personal first aid kit
  - Hard hat with chinstrap
  - Fire shelter
  - Headlamp with spare batteries
  - Safety Glasses
  - Ear plugs
  - Fusees (4 minimum)
- The following items are RECOMMENDED.
  - Warm sweater, light jacket
  - Rain gear
  - High energy snacks
  - Insect repellent
  - Pocket knife
  - P-cord
  - Wool Cap
  - Compass
  - Extra Bootlaces
  - Watch
  - Fiber tape

### Equipment for Travel Pack (Red Bag)

- The following items are REQUIRED.
  - Spare Nomex shirt (1)
  - Spare Nomex pants (1)
  - Tent
  - Sleeping Bag
  - Boot socks
  - Underwear
  - Personal hygiene kit
- The following items are RECOMMENDED.
  - Boot grease/oil
  - Prescription Medicine
  - Jacket
  - Cash or ATM card
  - Jeans/shorts
  - Tennis shoes
  - Long underwear

## Appendix C

### Suggested Equipment Inventory Items and Quantities

*\*This is not a mandatory list of items, but should be used by the Crew Boss to ensure the crew is ready for a variety of assignments*

Copies of Crew Canifest and Resource Order,

6 x Shovels (NFES 0171)

6 x Rhinos (or comparable scrape type tool)

12 x Pulaskis (NFES 0146)

5 x Combi tools (NFES 1180)

2 x Cases of fusees (NFES 0105)

10 x Drip torches (NFES 0241)

12 x Files; 12" (NFES 1059)

5 x 5-gal. Cubitainers (NFES 0048)

5 x King EPH portable radios (or equivalent) minimum

12 x 7/32" chainsaw files (NFES 0345)

6 x Wedge, felling, plastic, 6" (NFES 0515)

6 x Wedge, felling, rifled, plastic (NFES 0516)

1 x Fuel can, 5 Gallon, Safety (NFES 0606) \*\*with 50:1 Chainsaw Fuel

2 x Fuel Can, 5 Gallon, Safety (NFES0606)\*\*with 3:1 Drip Torch Fuel

2 x Dolmars (NFES 0741), \*\*with 50:1 Chainsaw Fuel

40 x Sigg bottles (NFES 1535)

12 x Backpack pumps (NFES 1149)

2 x Belt Weather Kits (NFES 1050)

2 x First Aid Kit, 10-person (NFES 1143)

12 x Flagging, "Spot Fire", (NFES 6067)

12 x Flagging, "Safety Zones/Escape Routes (NFES 0258)

12 x Flagging, "Killer Tree" (NFES 6066)

12 x Flagging, "Hazards" (NFES 0267)

12 x Flagging, Pink (NFES 2401)

1 x Fly, tent, 16' x 24' (NFES 0070)

5 x Cases MRE's

10 x Box AA Batteries

1 x packet of forms containing:

- OF-288, CA-1, CA-2, CA-16, ICS-224, ICS-226, SF-261, OF-289, SAFENET, ICS-214, NFES 1300, OF-197



# GUNNISON RIVER CREW

## TIME & ATTENDANCE

Employees: \_\_\_\_\_ Fire: \_\_\_\_\_ Office Responsibility/Pay Codes \_\_\_\_\_

<u>SUN.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>SUN.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>MON.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>MON.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>TUES.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>TUES.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>WED.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>WED.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>THURS.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>THURS.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>FRI.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>FRI.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					
<u>SAT.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>	<u>SAT.</u>	<u>MGT.CODE</u>	<u>Override</u>	<u>START</u>	<u>STOP</u>	<u>HOURS</u>
DATE						DATE					

NOTES: (5/25 = Chug Fire uncontrolled = H + no lunch)



