

**SCOPE**

Dispatchers are normally the first persons to receive requests for search and rescue or other non-fire emergency assistance and the requests often come after the requesting parties request immediate answers,. This chapter provides some guidelines concerning Forest Service, National Park Service, and US Fish & Wildlife Service policy in these matters.

When responding to non-fire incidents; generally, the guidelines listed below will be followed:

Most requests for non-fire incident assistance are first cleared through the appropriate agency's Regional Coordinator prior to mobilization.

When responding to non-fire incidents; generally, the guidelines listed below will be followed:

- Non-fire emergencies and events are typically addressed in the unit's emergency response plans.
- Except in cases of threat to human lives, fire is the priority when in competition for resources.
- Fiscal accountability, payment of base and/or overtime salary and any interagency reimbursement procedures must be agreed to by all parties prior to, or as soon as possible after the initial response to the incident. Payments are to be authorized via reimbursable agreements or letters of authorization to expend agency funds. FireCode is not used for all hazard incidents.
- Specific agency limits of authority (e.g., law enforcement authority on non-Federal lands, Emergency Medical Technician authority outside of their home state, etc.) must be addressed prior to mobilization of these personnel.

**LEGAL RESPONSIBILITIES OF OTHER PUBLIC AGENCIES**

Primarily, the protection of life and property and the maintenance of law and order within the territorial jurisdiction of any state are responsibilities of state and local authorities. In some states, the basic law places responsibility for protection of life and property and search for lost persons on the sheriffs of the respective counties; in other states, the state highway patrols have the responsibility to assist during emergencies involving protection of life and property. For the land area of the United States, the Air Rescue Service of the Air Force is charged with the responsibility of providing search, survival aid, and rescue of passengers and crew of missing and/or crashed aircraft in accidents that do not occur in the proximity of air bases. This responsibility applies to all aircraft--civil as well as military.

**FOREST SERVICE RESPONSIBILITIES**

Inside and outside the National Forests, as a humanitarian measure, the use of Forest Service personnel and equipment is authorized for the purpose of protecting life and property and for relieving suffering and distress arising from such causes as floods, earthquakes, fires, hurricanes, and snowstorms, but not from strikes. However, when employees are requested to assist they are expected to operate within the scope of their training. 5 AR 595 provides that "...Except in emergencies threatening loss of life or property, or as may be authorized by law, Department property shall not be used for any purpose other than in the performance of work of the Department..."

The Regional Forester should be notified promptly of any extraordinary expenditure of obligation of funds or use of personnel or equipment. Obligations incurred should be considered as payable out of currently available funds only, without expectation of reimbursement. Please refer to the Region 8 All Hazard Response Guide. Costs for some HAZMAT cleanups are recoverable through the Oil Pollution Act (OPA). Coordinate with the Regional HAZMAT Coordinator for guidance.

**COOPERATION WITH PUBLIC AGENCIES**

Inside National Forest boundaries, the Forest Service has specific authority to act in case of need for emergency assistance to persons lost, seriously ill, or injured; but this does not preclude cooperation under Memorandums of Understanding (MOU's) with other land management agencies. Because there are so many different agencies involved in rescue work, centralized nationwide operating arrangements are neither practical nor desirable. Memorandums of Understanding involving search and rescue should, accordingly, be made at the regional level or, where National Forests are widely separated, at the forest level with guidance by the region.

Any such cooperative work that the Forest Service does, either with or without reimbursement to or from other agencies, should be under advance MOU's with those agencies.

**AUTHORIZATION TO ACT ON REQUEST OF OTHER FEDERAL  
AGENCIES**

The Forest Service has authority (at the request of another federal agency) to perform for the agency whatever assistance it is equipped to render regardless of location, with either advance of funds or reimbursement under Section 601 of the Economy Act of June 30, 1982 (31 U.S.C. 686). Where such requests are anticipated, it is desirable to have Memorandums of Understanding (MOU) with the responsible federal agency as to any action to be taken by the Forest Service. MOU's should be developed with Regional Office assistance.

The USDA Forest Service and the Department of Interior have primary and support responsibilities under the Federal Response Plan (FRP) during presidential declared disasters. Refer to Section 15.1 of this mobilization guide for more information.

### **LOST, ILL, INJURED, OR DECEASED PERSONS**

The Forest Service recognizes its public duty to render assistance in cases involving persons lost or who succumb in the National Forests. This includes rendering aid or transporting persons seriously ill/injured to EMS, local authorities, or other interested parties. Location sites of the deceased will be secured until authorities have completed their investigation.

Section 3 of the Act of May 27, 1930 (16 U.S.C. 575) authorizes the payment of necessary expenses to effectuate this policy. This authorization is limited to those cases where the person's condition necessitates prompt removal to a place where medical attention and care are available; and the situation could only be rectified through action of the Forest Service. The authorization does not contemplate expenditures from Forest Service funds in ordinary cases of illness, etc., of persons who at the time are inside a National Forest. Similarly, Forest Service funds should be expended for removal of the body of a deceased person only when it is impractical to arrange for its prompt removal by or at the expense of relatives or other interested persons or local authorities. In the event of minor accidents, particularly where there appears to be no immediate danger to life or health, incidental help, information, advice, or relaying requests for assistance may be given by the Forest Service; but usually the person or persons involved, if able, should make their arrangements for relief, medical attention, or repair. Usually relatives, friends, local authorities, and other interested persons or agencies cooperate voluntarily in defraying necessary expenses.

### **R-8 PAYMENTS POLICY**

Salaries and travel expenses of personnel assigned to the relief or assistance job will be paid from their normal general account. Other expenses incurred will be paid from National Forest Protection and Management (P&M) funds. Forests or other units should handle the payment of expenses for this emergency work. At the time of the financial review, if a forest finds they cannot absorb these additional expenses, they should request a supplemental fund allocation. Requests should be made to the Regional Budget Officer accompanied by justification of need.

### **NATURAL DISASTERS PLANS**

The Regional Forester's Emergency and Major Disaster Plan for Natural Disaster in the Southern Region (May 1979) is found in the All Hazard Response Guide. In addition, individual forests and districts may have local disaster plans (for example: plans to prepare and respond to tropical storms and hurricanes).

**HAZARDOUS MATERIAL SPILLS**

The "Safety and Health Program Handbook" (FSM 6709.12) establishes notification requirements for hazardous materials accidents. This normally will be the responsibility of the Forest Hazardous Materials (HAZMAT) Coordinator. In many cases, the forest dispatcher will receive the initial communication from the field, and will need to follow up on this information. Each dispatch/coordination center should have a list of actions to be taken in the event that a hazardous material accident is reported. This should be developed by the Forest Occupational Safety and Health Officer, HAZMAT Coordinator and the local dispatch office. A sample plan follows.

NOTE: Offer information to first responders from the "orange book" ("Emergency Response Guidebook" DOT 5800).

**SAMPLE HAZARDOUS MATERIAL SPILL PLAN**

- Receive and log the information that is reported.
- Dispatch public safety units as appropriate:

UNIT	PHONE NUMBER
Medical	
Ambulance	
Law Enforcement	
State Troopers	
Sheriff Department	
Police Department	
Other	

- **Notify appropriate line officer:**

NAME	TITLE	OFFICE PHONE	HOME PHONE
	District Ranger		
	District Ranger		
	Forest Supervisor		

- **Notify Forest HAZMAT Coordinator:**

NAME	OFFICE PHONE	HOME PHONE

**CHECKLIST OF ACTIONS IN EMERGENCY CASES (SERIOUS ACCIDENT OR DEATH).**

- Request local emergency response (follows unit emergency response plans and job aids).
- Follow direction in agency Death and Serious Injury Handbook, Agency Administrator's Guide, You Will Not Stand Alone Guide, Unplanned Event Job Aid, and other applicable resources.
- Notify the SACC Center Manager .He or she will notify all appropriate RO emergency contacts.
- Notify County Sheriff's office and State Police. (Arrange with them for a coroner in case of a death.)
- See that information officer is designated. Information Officer will interact with the press, and ensure that only reliable information is released. No names will be released until next of kin has been notified.
- Instruct lookouts (or other key positions) to remain on duty as necessary.
- Notify next of kin as soon as reliable information is available. Information Officer will handle this. If off forest personnel are involved, the home forest or region should be called on to do the actual notifying of next of kin. Be sure to request them to let Ranger District or forest know as soon as next of kin have been notified so a statement can be given to the press.

**MANDATORY FOREST SERVICE REGIONAL OFFICE NOTIFICATIONS**

Region 8 has implemented a new process for Forests to notify the Regional Forester Team (RFT) of situations which may be considered significant, high profile, problematic, or have potential to become such. A Region 8 *Notification of Significant Incident* Form is located in the Unplanned Event Job Aid and on the Southern Region intranet, and should be used for the following incidents/events:

- Death or significant injury to employee (i.e. hospitalization)
- Significant safety events (i.e. reportable accidents, incidents, mishaps, situations, etc.)
- Use of firearms or weapons and/or threats of such
- Violence, violent behavior, or threats to harm self or others
- Effects from natural disasters (i.e. hurricanes, floods, landslides, etc.)
- Other incidents that Forest Leadership considers significant or appropriate to report (e.g. events impacting community or local citizens, events involving media coverage, etc.)

Notify the regional office, as stated in FSM 6732.12, immediately, when these conditions exist in addition to those identified in the parent text:

- Employees who are injured and requires five (5) or more days of hospitalization.

- The Forest Service was involved and a private citizen was killed or is likely to die.
- All damage to government property (leased, owned, rented, or borrowed) in excess of \$1,000, excluding forest fire.
- Indication of gross negligence or misconduct on the part of an employee involved in any third party accident.
- Evidence or indication that drugs, including alcohol, were in use or were contributing factors in an accident involving an employee.
- Minor aircraft accident.
- Fatalities from suspected natural causes when the employee was on the job or in travel status.
- The regional office emergency contact is responsible for notifying the Washington Office in accordance with parent text FSM 6732.12.
- A release of a hazardous material (including pesticides) into the environment should be reported to the Region 8 spill HAZMAT coordinator within 24 hours. This individual will determine if a “reportable quantity” has been released and must be reported to the National Response Center.

REGIONAL OFFICE CONTACT NAME	CONTACT TITLE	OFFICE PHONE	CELL
Vacant	Regional Safety Manager	404-347-7781	404-273-8120
Walt Sterneke	HAZMAT Coordinator	404-347-3369	678-576-1826
Dr. Rachel Smith	Alternate HAZMAT Coordinator, BAER/NRDA	404-347-2034	678-822-3084
Michael (Tony) Crump	2 <sup>nd</sup> Alternate HAZMAT Coordinator	404-347-3872	404-326-7988
Mary Morris	Deputy RF – Operations	404-347-4177	404-275-6606
Jerome Thomas	Deputy RF – Natural Resources	404-347-4177	404-354-6321

For after-hours telephone numbers, please see Chapter 50 "USFS Southern Regional Office" directory, or contact SACC.

The unit making the initial notification report should include items listed in parent text FSM 6732.12, 2. However, notification should not be delayed if all of the information is not available.

### **SERIOUS ACCIDENT INVESTIGATION TEAM**

For critical incidents where a fatality occurs, the Washington Office (WO) will take the lead in assigning a Critical Response Protocol (CRP) Team – which is a Chief’s level review. Procedures will follow those listed in the CRP Guide.

For non-fatality critical incidents involving serious injury, the Regional Safety Manager is responsible for coordinating serious accident investigations, in collaboration with the local Forest/Unit and the Regional Office.

### **Designation of Chief Investigator**

The Chief Investigator will be a Deputy Regional Forester/Assistant Area Director from the functional area involved when:

- One or more agency employees are seriously injured and require hospitalization.
- The Forest Service is involved and one or more private citizens are fatally injured, or death is likely to occur.
- Property damage of \$50,000 or more, excluding forest fires or natural disaster.

Under the following conditions, the decision to have an investigation team will be made by the regional forester on a case-by-case basis. If a team is formed, the Chief Investigator will be a Forest Staff Officer or Forest Supervisor.

- One employee is injured requiring five (5) days of hospitalization.
- Hospitalization of three (3) or more employees.
- The Forest Service is involved and five (5) or more private citizens are hospitalized.
- Indication of gross negligence or misconduct on the part of an employee involved in any third party accident.
- Any indication that the use of alcohol or other drugs by an employee may have been a contributing factor in any accident.
- Property damage of \$10,000 to \$49,000, excluding forest fires or natural disaster.

### **Composition of Region/Area Investigation Team**

- Chief Investigator
- Regional Safety Manager
- Director, Budget and Financial Management, will identify a team member when a third party is involved.
- The Chief Investigator and Safety Manager will select additional team members relative to the type, location, and severity of the accident.

**NATIONAL PARK SERVICE RESPONSIBILITIES**

Responsibilities and procedures for non-fire emergencies are outlined in the Emergency Operations Plan for each National Park Service Region. The following are excerpts from the Southeast Regional Office Plan.

**LAW ENFORCEMENT**

Level 1 incident is to be telephoned immediately to Shenandoah National Park Dispatch 1-800-732-0911 and to the Southeast Region Branch Chief of Law Enforcement or the Chief of Ranger activities. All reportable incidents are to be reported (including Level 1 telephone reports) via email to [NPS\\_EICC@nps.gov](mailto:NPS_EICC@nps.gov). The emailed report will then be passed on to: WASO Ranger Activities (for inclusion in the Morning Report).

**Special Event Teams**

Special Event Team Commander: Jon Pierce

In the case of a special event which requires a Special Events Team (SET), and time permits, the park superintendent must submit a written request to the Chief of Ranger Activities explaining the need for the request and outlining the number and type of resources needed and estimated cost. The authority for activating a SET can only be granted by the regional director or his designee. If time does not permit a written request, or for guidance in determining if a SET Team is needed, contact Jon Pierce at 404-507-5726 or cell number 678-634-8395.

**SEARCH AND RESCUE**

Refer to Appendix C of this chapter.

"Advise the Southeast Regional Emergency Services Coordinator (ESC) Scott Larson when a search and/or rescue appear that it will go into a second day. Requests for assistance should first be made to the Regional ESC. The Regional Emergency Coordinator may obtain resources through the appropriate State Interagency Coordination Center or SACC.

**CHEMICAL SPILLS (OIL AND HAZARDOUS MATERIALS)**

Contact for Resources
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Southeast Region or WASO Coordinator listed below.

Reporting
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All oil spills, hazardous chemical releases, pipeline accidents, transportation accidents involving hazardous material or oil, releases of radioactive materials, and releases of etiological or hazardous biological materials must be reported to the U.S. Coast Guard National Response Center immediately (1-800-424-8802). Refer to [www.nrc.uscg.mil](http://www.nrc.uscg.mil) on the internet for updated information on the National Response Center. The U.S. Coast Guard or the Environmental Protection Agency will respond with or designate an On-Scene Coordinator who will ensure that proper action is being taken to minimize the impact and clean up the spill. Advise the Southeast Regional Oil Spill and Hazardous Materials Coordinator after ensuring that the National Response Center has been notified. The Southeast Regional Oil Spill and Hazardous Materials Coordinator will ensure the WASO Coordinator is notified. Parks should be prepared to assist the On-Scene Coordinator with logistics and information about sensitive park resources. Park staff should not participate directly in cleanup activities unless trained and certified in handling hazardous materials. The Park is to document the effect of the spill on park resources, operations, and visitor services. Also document the amount of staff time directed towards the incident.

<b>Southeast Region Coordinators</b>
NPS Southeast Region Oil Spill and Hazardous Material Coordinator – Brian Cook Office: 404-507-5727 Cell: 404-769-8665
NPS Southeast Region Emergency Services Coordinator – Scott Larson Office: 404-507-5742 Cell: 770-359-7238
WASO Coordinator – Dave Anderson Office: 202-513-7168 Cell: 240-205-3203

**PUBLIC HEALTH**

When a Public Health Emergency arises, call the Regional Public Health Service Consultant.

**OTHER EMERGENCIES**

"Reporting and mobilization of resources for other emergencies will be as outlined within the current NPS Southeast Region Emergency Operations Plan. For natural disaster or other all-hazard emergencies, contact: Scott Larson, Southeast Regional Emergency Services Coordinator; or Jeff Brice (Assistant Area Coordinator (NPS) – SACC)."

**MANDATORY NATIONAL PARK SERVICE REGIONAL OFFICE  
NOTIFICATIONS**

NPS units should notify the Regional Fire Management Office under the following circumstances:  
Action was taken on a fire and a request will be made for regional funding  
Wildland fire results in an injury or a structure/dwelling is damaged or destroyed  
Assistance from a cooperating agency was incurred  
NPS Southeast Region Emergency Services Coordinator - will be notified for all SAR, SCUBA, EMS, and natural disasters occurrences.

**Southeast Regional Office Incident Reporting Procedures**

The Regional Branch Chief of Law Enforcement should be notified of Level 1 incidents by telephone and should be sent a copy of cc reports for both Level 1 and 2 incidents. Refer to Southeast Regional Office Emergency Operations Plan

Jon Pierce – Southeast Regional Branch Chief of Law Enforcement  
Office : 404-507-5726  
Cell: 678-634-8395

For after-hours telephone numbers, please see Chapter 70 “NPS Southeast Regional Office,” or contact SACC.

**LEVEL 1 - Immediate Reporting**

**Employee Fatalities:** All employee deaths from any cause, whether on duty or off duty.

**High Property Damage:** Any incident resulting in property damage in excess of \$100,000.

**Officer Fatality or Threatening Injury:** The death or life-threatening injury to any law enforcement employee while in the performance of his or her duties.

**Serious Crimes:** Serious crimes, which occur in any park area.

**Drug Incidents:** Major or unusual drug seizures or drug-related arrests in which the circumstances, value, and/or the amount of the seizure could attract media or political attention.

**Political Officials:** Serious incidents, major events or serious accidents involving senior political officials of state, Federal or foreign governments or their immediate families.

**Terrorist Activity:** Actual, attempted or planned terrorist activity, sabotage or other hostile acts against NPS property.

- Significant Law Enforcement Events:** Significant law enforcement events other than planned special events, which have required or may require the dispatch of specially trained teams to augment normal enforcement capabilities.
- Disasters:** Major, natural or human-caused disasters, which cause significant injuries, resource or property damage to or impact on visitor use of an NPS-administered area, including dam failures, floods and storms. Wildfires are excluded; they should be reported to the Branch of Fire Management in Boise.
- Weapons Discharge:** The discharge of a weapon by an employee toward another individual or any discharge of a weapon at any employee.
- Use of Force:** Any use of force by a law enforcement officer those results in serious injury or death to another individual.

### LEVEL 2 - Standard Reporting

All incidents under these criteria are to be reported to WASO Ranger Activities via hard copy mail within three working days of the incident's occurrence along with a carbon copy to NPS Regional Law Enforcement Specialist.

Incidents of exceptional significance – Level 2+ incidents, i.e., those that have or will likely draw major media coverage – should be reported immediately following the procedures for Level 1 reports.

**Visitor Fatalities:** Visitor fatalities, except by natural causes.

**Employee Injuries:** Serious injury\* to any employee, either on or off duty.

**Employee Arrest:** Arrest or detention of any employee on felony charges, regardless of arresting or detaining agency.

**ARPA Incidents:** Any incident which will likely lead to an Archeological Resource Protection Act (ARPA) prosecution.

**Wildlife Incidents:** Wildlife attacks or incidents which result in serious injury\* or death to persons.

**Drug Incidents:** Drug seizures in which the value of the drugs exceeds \$5,000, or major drug cases which are investigated by other agencies but which were initiated by the NPS or in which the NPS assisted.

**Missing Persons:** Confirmed missing persons where foul play is suspected.

**Felony Arrests:** Multiple felony arrests.

**Demonstrations:** Demonstrations or other hostile acts (planned, purported or actual) on or adjacent to parks.

**Malicious Destruction:** Significant malicious damage to cultural or natural resources.

**Theft and Burglary:** Monetary losses in excess of \$10,000 through theft or burglary (excluding vehicle thefts).

**Search and Rescue:** Major searches and/or rescues generally defined as any SAR requiring a significant call-out of resources or a prolonged or difficult search.

**Aircraft Accidents:** Aircraft accidents, which are reportable under Aviation Management Directorate (AMD) criteria or involve military, civilian or non-NPS owned or contracted aircraft.

**International Events:** Any significant event involving foreign nationals or international cooperation.

**Arson:** Any incident of known or suspected arson.

**Poaching Incidents:** Any significant animal, plant, mineral, pale ontological or other park natural resource poaching incident.

**Multiple Injuries:** In-patient hospitalization of five or more NPS personnel or non-NPS personnel in any single accident.

**Structural Fires:** Structural fires involving any NPS-owned property.

**Special Events:** Any event in a park which requires significant mobilization of resources, attracts substantial media attention, and/or has particular relevance to the National Park System or Service or its cultural, historical and natural assets.

For purposes of this reporting system, serious injuries are defined as those that require advanced life support and/or lead to overnight hospitalization.

<b>Report Contents</b>
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All reports should contain the following information, in so far as the solicited information is known and available:

Subject	Name or Description of Incident
Time and Date	Time and date of occurrence.
Location	Brief description of incident location.
Summary	Brief description of incident.
Names/Titles	Names and titles of persons involved if appropriate.
Status of Case	What's being done and/or will be done next.
Agencies	Other federal, state, local or other agencies involved or to become involved in the incident.
Media	The level of media interest and involvement.
Submitter	Name and title of person submitting report, which should appear on the report itself
Contact	Name and telephone number of the park person who can be contacted for additional information, or a 24-hour contact number.

**U. S. FISH AND WILDLIFE SERVICE RESPONSIBILITIES**

**LAW ENFORCEMENT**

Serious incidents are to be telephoned immediately to Southeast Regional Chief, Office of Refuge Law Enforcement John Branum 985-882-3756, CL#985-285-1401. All reportable incidents are to be reported via telephone and a follow-up email to [John\\_Branum@fws.gov](mailto:John_Branum@fws.gov)

What is a serious incident? A serious incident is a law enforcement incident, emergency condition, unusual event, or homeland security concern that could focus public interest on the Department or the Service or result in inquiries to the Secretary of the Interior or the Director.

The Chief, Division of Refuge Law Enforcement (DRLE):

- (1) Has primary responsibility for ensuring that serious incidents are reported to the Director, other Service officials, respective Regional Law Enforcement Chiefs, and the IOC;
- (2) Develops and revises procedures for reporting serious incidents;
- (3) Supervises the Service Duty Officer(s); and
- (4) Provides the Directorate with summary information about serious incidents

A. Serious incidents service wide: Table 1-2 summarizes the types of serious incidents you must report for information on how and when).

<b>Table 1-2: Serious Incidents to Report to the Service Duty Officer</b>	
<b>Type of Incident</b>	<b>Description</b>
1. Employee death or serious injury	Death, life-threatening injury, or hospitalization of an employee that occurs while performing official duties.
2. Other death	Death of a person that occurs on Service property.
3. Criminal incidents	<ul style="list-style-type: none"> <li><input type="checkbox"/> Terrorist threats or activity (including significant vandalism or hostile acts against people or property).</li> <li><input type="checkbox"/> Theft or loss of explosives or explosives materials.</li> <li><input type="checkbox"/> Threats to employees.</li> <li><input type="checkbox"/> Assaults to employees.</li> <li><input type="checkbox"/> Bomb threats.</li> <li><input type="checkbox"/> Discharge of a firearm when associated with a crime against a person.</li> <li><input type="checkbox"/> Demonstrations involving civil disobedience.</li> <li><input type="checkbox"/> Hostage or barricade situations.</li> <li><input type="checkbox"/> Detention facility incidents resulting in serious bodily injury or death.</li> <li><input type="checkbox"/> Significant border incidents requiring the</li> </ul>

**Table 1-2: Serious Incidents to Report to the Service Duty Officer**

Type of Incident	Description
	<p>deployment of law enforcement personnel (see <a href="#">Table 1-4</a> for specifics about the Southwest Border).</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Kidnappings.</li> <li><input type="checkbox"/> Hate crimes involving violent acts.</li> <li><input type="checkbox"/> Vehicle pursuits involving significant property damage, serious bodily injury, or death.</li> <li><input type="checkbox"/> Suspicious people or packages where extraordinary action by law enforcement personnel is necessary.</li> <li><input type="checkbox"/> Critical missing people or Amber Alerts.</li> <li><input type="checkbox"/> Arsons of a significant nature.</li> <li><input type="checkbox"/> Significant environmental crimes or Archeological Resource Protection Act (ARPA) violations on Service lands.</li> <li><input type="checkbox"/> Crimes that might result in significant media or political attention.</li> <li><input type="checkbox"/> Theft of aircraft from lands under the jurisdiction of the Service or theft of aircraft owned, operated, or under the operational control of the Service (regardless of who owns the land).</li> <li><input type="checkbox"/> Theft of Service badges, credentials, uniforms, vehicles, license plates, or other official Service insignia.</li> <li><input type="checkbox"/> Theft of Service-issued firearms.</li> <li><input type="checkbox"/> Drug seizures meeting or exceeding the following thresholds: <ul style="list-style-type: none"> <li>o Methamphetamine (1 pound)</li> <li>o Marijuana plants (1,000 plants)</li> <li>o Processed marijuana (500 pounds)</li> <li>o Cocaine (1 pound)</li> <li>o Heroin (1 pound)</li> <li>o LSD (100 doses)</li> <li>o Psilocybin mushrooms (1 pound)</li> <li>o “Club Drugs” (e.g., MDMA, Rohypnol, GHB, Ketamine) (100 doses)</li> </ul> </li> </ul>

<b>Table 1-2: Serious Incidents to Report to the Service Duty Officer</b>	
<b>Type of Incident</b>	<b>Description</b>
4. Use of force incidents	<ul style="list-style-type: none"> <li><input type="checkbox"/> Use of force by law enforcement personnel that results in the serious injury or death of a subject.</li> <li><input type="checkbox"/> Physical application of an Electronic Control Device (ECD) (e.g., Taser®) to a subject.</li> <li><input type="checkbox"/> Any police canine deployment where a bite occurs.</li> <li><input type="checkbox"/> Any intentional discharge of a firearm by law enforcement personnel (excluding non-injury discharges during training, recreational shooting activities, and authorized administrative uses such as the dispatch of wildlife or nuisance animals).</li> <li><input type="checkbox"/> Any unintentional discharge of a firearm by law enforcement personnel (excluding non-injury discharges during training).</li> </ul>
5. Significant law enforcement events	When deploying specially trained teams to augment normal Service law enforcement and security capabilities.
6. Significant search and rescue incidents	When they occur on lands under the jurisdiction of the Service.
7. Aircraft accidents	When they occur on lands under the jurisdiction of the Service or accidents involving aircraft owned, operated, or under the operational control of the Service (regardless of who owns the land). Also must report these incidents in accordance with <a href="#">330 FW 5</a> , Aircraft Mishap Notification, Investigation, and Reporting.
8. Political incidents	When they involve political officials of Federal, State, or foreign governments or their immediate families and occur on lands under the jurisdiction of the Service.
9. Natural or human-caused disasters	When they occur on lands under the jurisdiction of the Service and cause significant damage. This includes hazardous material spills. The threshold of property damage must be in accordance with <a href="#">446 DM 17</a> .
10. Loss of Service firearms, ECDs or law enforcement badges and credentials	Any loss of firearms, ECDs, or law enforcement badges and credentials.
11. Property damage of more than \$100,000	When it occurs on lands under the jurisdiction of the Service.

**Table 1-2: Serious Incidents to Report to the Service Duty Officer**

Type of Incident	Description
12. Incidents that could result in significant media interest	When they occur on or are adjacent to lands under the jurisdiction of the Service.

B. Serious incidents affecting homeland security: Table 1-3 summarizes the types of incidents that may affect homeland security that you must report immediately.

**Table 1-3: Other Serious Incidents Related to Homeland Security to Report**

Type of Incident	Description
1. Critical Infrastructure Protection	Information regarding vulnerabilities, surveillance, physical targeting, or cyber targeting of: <ul style="list-style-type: none"> <li><input type="checkbox"/> Major national monuments and icons,</li> <li><input type="checkbox"/> Key resources, such as major dams or major oil/natural gas production and transmission infrastructure, and</li> <li><input type="checkbox"/> Major public or private events taking place on Service lands.</li> </ul>
2. Land and Maritime Borders (see Table 1-4 for Southwest Border incidents)	Information regarding illegal cross-border activity (routes, methods, conveyances, and organizations) that impacts Service lands: <ul style="list-style-type: none"> <li><input type="checkbox"/> Human smuggling,</li> <li><input type="checkbox"/> Drug smuggling, and</li> <li><input type="checkbox"/> Smuggling weapons or other dangerous articles.</li> </ul>

<b>Table 1-3: Other Serious Incidents Related to Homeland Security to Report</b>	
<b>Type of Incident</b>	<b>Description</b>
3. Terrorism	<p>Information regarding terrorist(s); activists with terrorist intent; insurgent; or criminal element plans, intentions, activities, capabilities, or threats to attack any Service critical infrastructure or key resource, Service facility, or personnel, such as:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Indications of illegal entry into the United States by terrorists,</li> <li><input type="checkbox"/> Suspicious activities that may indicate pre-operational planning or targeting of Service infrastructure, resources, facilities, or personnel,</li> <li><input type="checkbox"/> Suspicious transportation conveyances operating in proximity to Service infrastructure or resources,</li> <li><input type="checkbox"/> Receiving direct or implied threats (e.g., phone calls, emails, etc.) to infrastructure or resources, and</li> <li><input type="checkbox"/> Information about the operations and tactics that terrorists may use to target infrastructure, resources, facilities, or personnel.</li> </ul>

C. Serious incidents on the Southwest Border: Except for the incidents listed in Table 1-4 below, when one of the incidents from Tables 1-2 and 1-3 occurs on the Southwest Border, you must report it immediately. Table 1-4 summarizes the types of incidents you have 3 business days to report if they occur on a station within 100 miles of the United States’ Southwest International Border. For these incidents only, you must submit a written incident report within 3 business days of the incident.

<b>Table 1-4: Southwest Border Incident Reporting (3-day reporting requirement)</b>	
<b>Type of Incident</b>	<b>Description</b>
1. Illegal cross-border activities	<p>Information regarding illegal cross-border activity that crosses or impacts Service lands such as:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Human smuggling,</li> <li><input type="checkbox"/> Vehicle pursuits,</li> <li><input type="checkbox"/> Firearms or weapons discharged or seized,</li> <li><input type="checkbox"/> Abandoned vehicles, and</li> <li><input type="checkbox"/> Other unusual activity or significant damage to natural resources.</li> </ul>
2. Assaults	<ul style="list-style-type: none"> <li><input type="checkbox"/> Assaults on law enforcement officers (including officers from other agencies), employees, or visitors.</li> </ul>

<b>Table 1-4: Southwest Border Incident Reporting (3-day reporting requirement)</b>	
<b>Type of Incident</b>	<b>Description</b>
3. Threats	<input type="checkbox"/> Threats to law enforcement officers, employees, or visitors.
4. Drug Seizures or Arrests	When the value or amount exceeds a personal use standard. <ul style="list-style-type: none"> <li><input type="checkbox"/> Identify type, quantity, and value of the drugs.</li> <li><input type="checkbox"/> Identify the quantity or value of cash, vehicles, firearms, or property related to the incident.</li> <li><input type="checkbox"/> Identify citizenship of the arrestee(s).</li> <li><input type="checkbox"/> Identify if it was a violent incident or if any threats occurred.</li> <li><input type="checkbox"/> Include seizures and arrests conducted by other agencies, if available.</li> </ul>
5. Border Fence Breaches	Also report pedestrian or vehicle barrier breaches.
6. Undocumented Alien Apprehensions	<input type="checkbox"/> Report apprehensions other agencies conduct on Service land, if available. <input type="checkbox"/> Report deceased, undocumented aliens.

**Special Operations Response Team – (SORT)**

SORT Commander: John Branum

In the case of an event which requires a Special Operations Response Team (SORT), and time permits, the Refuge Manager must submit a written request to the Chief of Refuge Law Enforcement explaining the need for the request and outlining the number and type of resources needed and estimated cost. The authority for activating a SORT can only be granted by the Regional Director or his/her designee. If time does not permit a written request, or for guidance in determining if a SORT Team is needed, contact John Branum at 404-679-7213 or cell number 985-285-1401.

**MANDATORY U.S. FISH AND WILDLIFE REGIONAL OFFICE NOTIFICATIONS**

FWS units should notify the Regional Fire Management Office under the following circumstances:

Action was taken on a fire and a request will be made for regional funding  
 Wildland fire results in an injury or a structure/dwelling is damaged or destroyed

Assistance from a cooperating agency was incurred FWS Regional - Emergency Services Coordinator - will be notified for all natural disasters occurrences.

FWS Regional - Law Enforcement Specialist –will be notified for all law enforcement incidents which are identified in previous tables.

Report Contents

All reports should contain the following information, in so far as the solicited information is known and available:

Subject	Name or Description of Incident
Time and Date	Time and date of occurrence.
Location	Brief description of incident location.
Summary	Brief description of incident.
Names/Titles	Names and titles of persons involved if appropriate.
Status of Case	What's being done and/or will be done next.
Agencies	Other federal, state, local or other agencies involved or to become involved in the incident.
Media	The level of media interest and involvement.
Submitter	Name and title of person submitting report, which should appear on the report itself (not in a Lotus Notes/Microsoft Outlook cover).
Contact	Name and telephone number of the park person who can be contacted for additional information, or a 24-hour contact number.

Southeast Regional Office Incident Reporting Procedures

The Southeast Regional Chief, Office of Refuge Law Enforcement, should be notified of serious incidents by telephone, and should be sent a copy of reports.

John Branum - FWS Regional Chief, Office of Refuge Law Enforcement  
 Office : 985-882-3756 Cell: 985-285-1401 \\  
 John\_Branum@fws.gov

For after-hours telephone numbers, please see Chapter 50 "FWS Region 4 Office," or contact SACC.

**CHEMICAL SPILLS (OIL AND HAZARDOUS MATERIALS)**

Contact for Resources

USFWS Southeast Region Spill Coordinator listed below.

All oil spills, hazardous chemical releases, pipeline accidents, transportation accidents involving hazardous material or oil, releases of radioactive materials, and releases of etiological or hazardous biological materials must be reported to the U.S. Coast Guard National Response Center immediately (1-800-424-8802). Refer to [www.nrc.uscg.mil](http://www.nrc.uscg.mil) on the Internet for updated information on the National Response Center. The U.S. Coast Guard or the Environmental Protection Agency will respond with or designate an On-Scene Coordinator who will ensure that proper action is being taken to minimize the impact and clean up the spill. Advise the Southeast Regional Oil Spill and Hazardous Materials Coordinator after ensuring that the National Response Center has been notified. The U.S. Fish and Wildlife Service should be prepared to assist the On-Scene Coordinator with logistics and information about sensitive agency resources. U.S. Fish and Wildlife Service staff should not participate directly in cleanup activities unless trained and certified in handling hazardous materials. The U.S. Fish and Wildlife Service is to document affect(s) of the spill on agency resources, operations, and visitor services. Also document the amount of staff time directed towards the incident.

50	Southeast Region Coordinators
USFWS Southeast Region Oil Spill & Hazardous Material Coordinator – Greg Masson Office: 404-679-7223 Cell: 678-428-4215	

**RESERVED FOR STATEMENT ON BUREAU OF INDIAN AFFAIRS  
RESPONSIBILITIES****SOUTHERN AREA AIRCRAFT RADIO EQUIPMENT AND  
FREQUENCY MANAGEMENT****Equipment Management**

NFES #004390 Starter Systems are available through the Southern Interagency Fire Cache. Any State or Federal Wildfire Agency with a tactical aircraft can order radios by placing a supply resource order through normal ordering channels to SACC.

**Frequency Management**

“Flight Follow” (168.650MHz) which is used to monitor interagency and contract aircraft. This frequency is used for flight following official aircraft flying point to point, it is not to be used during mission flights or incident operations.

All dispatch centers/offices will monitor the national flight following frequency at all times. A Continuous Tone Coded Squelch System (CTCSS) tone of 110.9 must be placed on the transmitter and receiver of the National Flight Following frequency.

This frequency 168.6500 MHz is restricted to the following use:

- Flight following, dispatch and/or re-direction of aircraft.
- Air-to-ground and ground-to-air administrative traffic.
- Not authorized for ground-to-ground traffic.

Has been adopted as a National Flight frequency by all regions. It can be used as an initial air-to-ground contact frequency but not as a primary air-to-ground frequency. Transmitters on this frequency must be equipped with an encoder 110.9Hz.

“Air Guard” (168.625MHz) frequency for aircraft will be used for emergency aviation communications. Continuous monitoring of this frequency in narrowband mode is mandatory by agency dispatch centers. Transmission on this frequency must include the Continuous Tone Coded Squelch System (CTCSS) tone of 110.9Hz.

Incident Commander will make a request to the SACC Aircraft Desk through regular dispatching channels requesting the following information:

- Number of frequencies required.
- Type(s) of aircraft involved.
- Number of aircraft involved.
- Area of operation, given as a 20 nautical mile radius of a central location

**The SACC Aircraft Desk will forward that request to the CDO at NIRSC who will coordinate with the FAA through regular dispatch channels.**

The above action will be taken PRIOR to activation of any aeronautical frequency since conflict with air traffic control or other flight service communications could be hazardous.

Air-to-Air frequencies for incidents will typically service a 20 nautical mile and 5,000 ft. AGL area.

SACC will be advised as soon as the emergency is over, so that the frequencies can be returned to the FAA.

**DEPARTMENT OF INTERIOR AGENCIES**

This Memorandum of Understanding between the Department of Agriculture (USDA) and the Department of the Interior (DOI) is for the purpose for sharing assigned radio frequencies for air-to-air and air-to-ground communications west of the 95<sup>th</sup> meridian.

The frequency for the National Air Guard is 168.625 for Government aircraft assigned to incidents. It is for emergency communications for aviation. A separate receiver is required in assigned aircraft which permits continuous monitoring. Transmitters on this frequency should be equipped with a CTCSS Encoder on 110.9 Hz.

Emergency ground - to - aircraft communications.

Emergency aircraft - to - aircraft communications.

Initial call, recall, and re-direction of aircraft when no other contact frequency is available.

All other frequencies are assigned by the Incident as needed.

**RADIO FREQUENCIES**

<b>COORDINATION/DISPATCH CENTERS</b>					
<b>COORDINATION/ DISPATCH CENTER (LOCATION)</b>	<b>CALL SIGN</b>	<b>NFF</b>	<b>AG</b>	<b>DISP. NET 171.550</b>	<b>PRIMARY CENTER FREQUENCY /TONE</b>
ALABAMA INTERAGENCY COORDINATION CENTER (MONTGOMERY, AL)	ALABAMA DISPATCH	YES	YES	NO	168.725
ARKANSAS- OKLAHOMA INTERAGENCY COORDINATION CENTER (HOT SPRINGS, AR)	HOT SPRINGS DISPATCH	YES	YES	YES	Ouachita East - 169.6750 Ouachita West - 169.1750 Ozark East – 171.5250 Ozark West – 171.5750 Oklahoma RD – 168.6750 Sylamore/St. Francis RD – 169.9250

GEORGIA INTERAGENCY COORDINATION CENTER (GAINSEVILLE, GA)	GAINESVILLE DISPATCH	YES	YES	NO	168.775
KENTUCKY INTERAGENCY COORDINATION CENTER (WINCHESTER, KY)	DANIEL BOONE DISPATCH	YES	YES	NO	
LOUISIANA INTERAGENCY COORDINATION CENTER (PINEVILLE, LA)	PINEVILLE DISPATCH	YES	YES	NO	169.925 110.9
MISSISSIPPI INTERAGENCY COORDINATION CENTER (JACKSON, MS)	JACKSON DISPATCH	NO	NO	NO	
NORTH CAROLINA INTERAGENCY COORDINATION CENTER (ASHEVILLE, NC)	ASHEVILLE DISPATCH	YES	YES	YES	168.725 MTNS EAST Tone 103.5
SAVANNAH RIVER INTERAGENCY COORDINATION CENTER (NEW ELLENTON, SC)	SAVANNAH RIVER DISPATCH	YES	YES	NO	169.975
SOUTH CAROLINA INTERAGENCY COORDINATION CENTER (COLUMBIA, SC)	COLUMBIA DISPATCH	YES	YES	NO	164.125 136.5 168.675

TENNESSEE INTERAGENCY COORDINATION CENTER (CLEVELAND, TN)	CHEROKEE DISPATCH	YES	YES	NO	169.925 Tone 103.5
TEXAS INTERAGENCY COORDINATION CENTER (LUFKIN, TX)	LUFKIN DISPATCH	YES	YES	NO	168.725
VIRGINIA INTERAGENCY COORDINATION CENTER (ROANOKE, VA)	VIRGINIA COORDINATION DISPATCH	NO	NO	NO	N/A

**NFF: National Flight Follow; AG: Air Guard**

**NATIONAL INTEROPERABILITY FIELD OPERATIONS GUIDE  
(NIFOG)**

Website to NIFOG: <http://www.safecomprogram.gov/SAFECOM/nifog/>

The National Interoperability Field Operations Guide (NIFOG) is a technical reference for emergency communications planning and for radio technicians responsible for radios that will be used in disaster response. The NIFOG includes rules and regulations for use of nationwide and other interoperability channels, tables of frequencies and standard channel names, and other reference material, formatted as a pocket-sized guide for radio technicians to carry with them.

**AIRCRAFT RADIOS**

No aircraft will operate on fires without radio communications.

Except for Lead planes Airtankers, ASM's, Incident Air Attacks and Smokejumper Plane pilots will identify their aircraft by type of aircraft and "N" number (e.g.: King Air 182Z).

**WILDERNESS FIRE MANAGEMENT****NATIONAL PARK SERVICE**

National Park Service policy pertaining to using prescribed fires (PF) and natural ignition fires managed for resource benefits in wilderness areas is that these fires may be used to reduce fuel loadings or change vegetative patterns and diversity caused by the suppression of wildland fires. In addition, prescribed fires and natural ignition fires may be used in wilderness areas to keep wildland fires from threatening developments, significant resources, or from leaving the wilderness. Natural ignition fires with an approved fire management plan containing pre-determined criteria and a management decision tree can be managed and not immediately suppressed.

**U.S. FISH & WILDLIFE SERVICE**

Wildfires in wilderness or other especially reserved areas are appropriately suppressed unless there is an approved prescribed fire plan. The use of all suppression methods, tools and equipment, including motorized equipment, is authorized in wilderness areas or proposed wilderness areas; however suppression methods least damaging to wilderness values and objectives will be used. Proper planning and approval of the plan should reduce the concern about the "appropriateness" of the suppression action.

**USDA FOREST SERVICE**

The Regional Forester is responsible for approving the use of prescribed fire managed for resource benefits on a wilderness by wilderness basis through approval of the appropriate management plan. The management plan sets forth the standards and guidelines for the use and application of prescribed fire and natural ignition fires managed for resource benefits and the methods of monitoring results (FSM 2324.04b).

During a wildfire emergency response every effort should be made to utilize the tools and methods that will minimize impacts to Wilderness and Wilderness values. Minimum Impact Suppression Tactics (MIST) should be employed whenever possible; however Wilderness values must never be allowed to compromise safety of firefighters or the public.

At times it may be necessary to utilize motorized equipment or mechanical transport typically under extreme circumstances and to protect life and or private property. In those cases see FSM 2320 for current direction, the 2007 version is excerpted and summarized below:

During a wildfire emergency response the Forest Supervisor has the authority to approve:

- Chainsaws

- Mist blowers (leaf blowers)
- Motor vehicle travel
- Helicopter landings
- Helicopter aerial ignition during burnout or backfiring operations
- Use of fire retardant
- Pumps

During a wildfire emergency response, only the Regional Forester may approve:

- Dozers, tractors, tractor plows and heavy equipment use

When requesting Regional Forester approvals, the Wilderness Fire Motorized Equipment Request Checklist form in Appendix A should be completed and sent to SACC.

SACC will contact:

- Jimmy Gaudry, Regional Wilderness Program Manager – 404-347-2761 or (c) 404-805-8110
- Ann Christensen, Director Recreation/Wilderness/Heritage/Interpretation - 404-347-2479
- Vacant, Regional Assistant Director - Fire & Emergency Operations - 404-353-7083
- Shardul Raval, Director Fire and Aviation Management – 404-347-3464

This staff will collectively provide advice and guidance to the Regional Forester.

Guidance and approval procedures for the use of mechanized equipment in wilderness areas of the National Park Service are outlined in individual unit fire management and wilderness management plans

**APPENDIX A**

**NATIONAL FOREST  
WILDERNESS FIRE MOTORIZED EQUIPMENT REQUEST  
CHECKLIST**

The appropriate Forest Service Line Officer should ask these questions when a unit calls for approval of motorized equipment within a Wilderness area. When requesting Regional Forester approval for use of motorized equipment in Wilderness areas, Forests must provide the Southern Area Coordination Center with this information.

1. What is the threat to life or property within or outside Wilderness boundary? What is the expected timeline if the threat is not imminent?
2. What are the predicted fire weather and fire behavior and expected rate of spread in the next burning period? Over the next several burning periods? Did a Fire Behavior Analyst provide or validate this prediction?
3. What is the probability of success of hand tool, hose lay, or air attack under observed and predicted burning conditions? What other alternatives or options are available, and what is the predicted chance of success?
4. What is the estimated size of containment if motorized equipment is not used or for each of the alternatives identified above?
5. If motorized equipment is approved and used, what is the expected size at containment?

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6. What type of motorized equipment is being requested?

- A. Tractors/Tractor Plows (RF) \_\_\_\_\_
- B. Other Types of Heavy Equipment (RF) \_\_\_\_\_
- C. Chainsaws \_\_\_\_\_
- D. Leaf/Mist Blowers \_\_\_\_\_
- E. Pumps \_\_\_\_\_
- F. ATV or UTV \_\_\_\_\_
- G. Helicopter Use \_\_\_\_\_
- H. Helicopter Landings \_\_\_\_\_
- I. Air Tankers \_\_\_\_\_
- J. Fire Retardant \_\_\_\_\_
- K. Other (specify) \_\_\_\_\_

7. If tractors or other ground disturbing heavy equipment is requested, how will they be utilized and what are the expected impacts in terms of ground disturbance? **(For example, if you are asking for four tractors, will there be four plowed lines, or do you intend to send two tractors around each side of the fire creating a single bladed line of a specified width?**

8. Who is your Wilderness resource advisor on site, and what do they recommend?

9. If the opinion is that conditions are so extreme and an urgent need exists for motorized equipment use in Wilderness, have you ordered an Incident Management Team? If so, what type? If not, why not?

10. With such severe conditions, how will you provide for safety of personnel, including required safety zones?

NOTES:

- Helicopters can be used for water dropping and cargo delivery without landing and without Line Officer approval.
- Forest Supervisors can approve requests for the use of most motorized equipment or mechanical transport in Wilderness areas, except tractors, tractor/plows, dozers and other heavy equipment.
- Only the Regional Forester can approve the use of tractors, tractor-plows, dozers and other types of heavy equipment in Wilderness areas.
- All use of any types of Motorized Equipment or Mechanical Transport in Wilderness requires appropriate Line Officer approval.

**APPENDIX B****NATIONAL FORESTS HAZARDOUS MATERIALS SPILLS - INITIAL  
DISCOVERY**

NOTE: advise reporting unit not to become involved in rescue, containment, plugging of leaks, or other operational activities. Advise them to restrict their role to self-protection, hazard identification, area security and reporting.

When the initial report is received, the Dispatcher should ask the following:

- Describe the scene.
- Can you see any numbers or placards on the vehicle or containers? If so, what are they? Are any warning signs or symbols visible?
- Is the driver or any passengers available to talk to?
- Is anyone injured, ill, vomiting, overcome, trapped or in need of rescue?
- Is the spill in progress? Can you hear or see leaking valves or containers?
- Are there any response units on the scene?
- Advise the reporting unit:
- Keep a safe distance and stay upwind of the spill.
- Use the DOT Guidebook and pass on the warning associated with the indicated chemical.
- Protect yourself. Do not touch, walk into or inhale smoke, vapors or fumes from the spilled material. Do not attempt to obtain a sample. Treat as if it is toxic.
- Secure the area. Stop traffic if feasible. Do not allow entry until proven safe by the local authorities responding to the spill.
- Do not attempt rescue (leave that to trained personnel with protective equipment).

Notify:

- Local authorities with response responsibilities.
- District Ranger.

- Forest & Regional HAZMAT Coordinators within 24 hours.