

**MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND  
STAFFORD ACT RESPONSE AGREEMENT**

**Between**

**UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF INDIAN AFFAIRS  
*Eastern Oklahoma Region***

**BUREAU OF INDIAN AFFAIRS  
*Southern Oklahoma Region***

**NATIONAL PARK SERVICE  
*Intermountain Region***

**UNITED STATES FISH AND WILDLIFE SERVICE  
*Region 2***

**BUREAU OF LAND MANAGEMENT  
New Mexico – Oklahoma – Texas – Kansas  
Agreement # BLM MOU NM-930-2019-005  
DUNS #614053387**

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**UNITED STATES DEPARTMENT OF AGRICULTURE  
FOREST SERVICE  
*Ouachita and Ozark-St. Francis National Forests, Region 8 19-FI-11080900-054  
DUNS No. 929332484***

**UNITED STATE DEPARTMENT OF AGRICULTURE  
FOREST SERVICE  
*Cibola National Forest & National Grasslands, R3***

**STATE OF OKLAHOMA  
*Oklahoma Department of Agriculture, Food and Forestry  
Forestry Services Division***

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## **I. AUTHORITIES**

Reciprocal Fire Protection Act of May 27, 1955, as amended (69 Stat. 66; 42 U.S.C. 1856)

Disaster Relief Act of May 22, 1974, (42 U.S.C. 5121 as amended)

Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288)

Homeland Security Act of 2002 (H.R. 5005-8)

Homeland Security Presidential Directive-5 (HSPD-5)

Post-Katrina Emergency Management Reform Act of 2006. (P.L 109-295, 120 Stat. 1355)

National Indian Forest Resources Management Act (P.L. 101-630, Title III) (Interior Agencies)

Service First, Section 330 of the Department of the Interior and Related Agencies Appropriations Act of 2001, Pub. L. 106-291, 114 Stat. 996, 43 U.S.C. sec. 1701 note, as amended (FS, DOI)

Department of the Interior and Related Agencies Appropriations Act, 1999, as included in P.L. 105-277, section 101(e);

Federal Land Policy and Management Act of Oct. 21, 1976, (P.L.94-579; 43 U.S.C.)(BLM)

NPS Organic Act (16 U.S.C.1) (NPS)

National Wildlife Refuge Administration Act of 1966 (16 U.S.C. 668dd-668ee, 80 Stat. 927, as amended) (FWS)

~~National Wildlife Refuge System Improvement Act of 1997 (P.L. 105-57) (FWS)~~

National Forest Management Act of 1976 (16 U.S.C. 1600) (FS)

US Department of the Interior and Related Agencies Appropriations Acts

## **II. PURPOSE**

The purpose of this Master Cooperative Wildland Fire Management and Stafford Act Agreement (hereinafter called the Agreement) is to document the commitment of the Parties to this Agreement to improve efficiency by facilitating the coordination and exchange of personnel, equipment, supplies, services, and funds among the Parties to this Agreement in sustaining wildland fire management activities, such as prevention, preparedness, communication and education, fuels treatment and hazard mitigation, fire planning, response strategies, tactics and alternatives, suppression and post-fire rehabilitation and restoration.

In addition to improving efficiency in addressing wildland fire management activities, this Agreement facilitates improved coordination regarding other incidents. The National Response Framework (NRF) applies to all federal departments and agencies that may be requested to provide assistance or conduct operations during all-hazard events. However, this Agreement ONLY covers all-hazard events that are, or may become, declared as emergencies or major disasters that occur under the auspices of a Presidential Declaration of Emergency or Major Disaster under the Stafford Act, which may include wildland fire and non-wildland fire emergencies or major disasters. These events also require a coordinated response by an appropriate combination of state and tribal entities, along with the Federal Agencies.

This Agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the Federal Emergency

Management Agency (FEMA) in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities.

### III. PARTIES TO THE AGREEMENT

The Parties to this Agreement are:

The State of *Oklahoma, Department of Agriculture, Food and Forestry, Forestry Services Division*, hereinafter called "*Oklahoma Forestry Services (OFS)*" or when referred jointly with other states in this Agreement called, States; and

The United States Department of Agriculture, Forest Service, Region 8, *Ouachita and Ozark-St. Francis National Forests*); hereinafter called the "USFS"; and

The United States Department of Agriculture, Forest Service, Region 3, *Cibola National Forest and National Grasslands, Black Kettle National Grasslands and Rita-Blanca National Grasslands*; hereinafter called the "USFS"; and

The United States Department of the Interior, National Park Service, *Intermountain Region, Southern Plains Fire Group*, hereinafter called, NPS; and

The United States Department of the Interior, Fish and Wildlife Service, *Region 2, Oklahoma/North Texas Fire Zone*, hereinafter called, FWS; and

The United States Department of the Interior, Bureau of Indian Affairs, *Eastern Oklahoma Region and Southern Plains Region*, Regional Office, hereinafter called, BIA; and

The United States Department of the Interior, Bureau of Land Management, ~~*New Mexico – Oklahoma – Texas – Kansas*~~, hereinafter called, BLM.

The USFS, NPS, FWS, BIA and BLM may hereinafter be jointly called, Federal Agencies.

The Federal Agencies, States, and other entities signatory to this Agreement will hereinafter be referred to as, Parties to this Agreement.

### IV. TERMINOLOGY, EXHIBITS AND SUPPLEMENTS

Words and phrases used herein may have different meanings or interpretations for different readers. To establish a common understanding, some words and phrases as used herein are defined in the Glossary of Terms, attached as Exhibit A. The hierarchy of terminology will be those defined by statute or regulation, those defined in policy, those defined in this template and then all other agency and interagency documentation.

In the event of a conflict, the applicable definitions for the response type, wildland fire vs Stafford Act responses will take precedence. For wildland fire, that is the National Wildfire Coordinating Group (NWCG) Glossary of Wildland Fire Terminology, found on the Toolbox tab of the NWCG webpage (<https://www.nwcg.gov> or by direct link at <https://www.nwcg.gov/about-the-nwcg-glossary-of-wildland-fire>), and Stafford Act Response terminology corresponds to the FEMA National Incident Management System (NIMS) Glossary, available at in the NIMS document ([https://www.fema.gov/pdf/emergency/nims/NIMS\\_core.pdf](https://www.fema.gov/pdf/emergency/nims/NIMS_core.pdf)).

#### 1. Incorporation of Exhibits into Agreement

The following Exhibits are hereby incorporated into this Agreement (Note: Exhibit H relates only to Stafford Act responses):

- Exhibit A Glossary of Terms
- Exhibit B Principal Contacts
- Exhibit C Operating Plan Template
- Exhibit D Reimbursable Billings and Payments
- Exhibit E Cost Share Agreement Instructions
- Exhibit F Cost Share Agreement Template
- Exhibit G Supplemental Fire Department Resources Template
- Exhibit H Use and Reimbursement for Stafford Act Shared Resources
- Exhibit I Supplemental Project Agreement Template

Several of the referenced Exhibits are intended to be used as templates and as such completion and/or execution of those Exhibits do not require formal modification to this Agreement. Also, as necessary, the Parties may introduce new or revised Exhibits at the geographic, statewide, or sub-geographic areas as a component of the Operating Plans without necessitating a formal modification to this Agreement, so long as they do not conflict with the provisions of this Agreement.

**2. Acknowledgement of Supplements to the Agreement**

Supplements to this Agreement, including Operating Plans, Joint Projects and Project Plans, Supplemental Project Agreements, and Cost Share Agreements will further describe working relationships, financial arrangements, and joint activities not otherwise specified under the terms of this Agreement.

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**3. Hierarchy and Precedence for Agreements, Exhibits, Operating Plans, etc.**

Any inconsistencies in this Agreement and attachments thereto shall be resolved by giving precedence in the following order:

1. This Agreement
2. Geographic or Statewide Operating Plan
3. Sub-geographic (Local) Operating Plan
4. Cost Share Agreements
5. Exhibits to this Agreement
6. Joint Projects, Project Plans, or Supplemental Project Agreements

**V. PERIOD OF PERFORMANCE**

1. **Commencement/Expiration:** This Agreement shall be effective and in effect for five years, beginning from the date of the last signature.
2. **Modifications:** Modifications within the scope of this Agreement shall be made by mutual consent of the Parties to the Agreement, by the issuance of a written modification, signed and

dated by all Parties to the Agreement, prior to any changes being performed. No Party is obligated to fund any changes not properly approved in advance.

3. **Termination:** Any Party to the Agreement shall have the right to terminate its participation under this Agreement by providing one year advance written notice to the other Parties.
4. **Annual Review:** If deemed necessary, prior to December 31, representatives of the Parties to the Agreement will meet and review matters of mutual concern. Operating Plans, at all levels, will be reviewed annually. If necessary, Operating Plans will be revised.
5. **Previous Agreements Superseded:** This Agreement supersedes the following:

*Cooperative Fire Protection and Stafford Act Response Agreement Between The US Department of Agriculture, Forest Service, Ouachita National Forest, Ozark St. Francis National Forest and the Oklahoma Department of Agriculture, Food and Forestry, Forestry Services Division – #11-FI-11080900-001.*

Existing supplemental agreements and operating plans may remain in effect to the extent that they do not conflict with the provisions of this Agreement, but only until such time that all activities and conditions covered by those agreements or plans can be incorporated into geographic, statewide, or sub-geographic area operating plans provided for under this Agreement.

## VI. RECITALS

1. Lands for which the State(s) are responsible for wildland fire protection in Oklahoma and the lands for which the respective Federal Agencies are responsible, are intermingled or adjacent in some areas, and wildland fires on these intermingled or adjacent lands may present a threat to the lands of the other.
2. The Parties to this Agreement maintain fire protection and fire management organizations.
3. It is to the mutual advantage of the Parties to this Agreement to coordinate efforts for the prevention and detection of, and responses to wildfires, fuels management, suppression, non-wildland fire emergencies (as authorized), and cooperative projects for resource and

protection objectives in and adjacent to their areas of responsibility, and to limit duplication and improve efficiency and effectiveness.

4. It is the intent of the Parties to this Agreement that state and *Volunteer Fire Department* resources be available to assist in fire management activities on all federal lands, and on other lands upon which the Federal Agencies are responsible to protect.
5. It is the intent of the Parties to this Agreement that federal resources be available to assist in fire management activities on all state and private lands the State and *Counties* are responsible to protect.
6. The USFS, BLM, BIA, NPS, and FWS have entered into a National Interagency Agreement for Wildland Fire Management to cooperate in all aspects of fire management.
7. It is noted that local fire resources are often mobilized within a state pursuant to a separate state MOU or Agreement with local fire departments or fire organizations, with reimbursement handled according to the terms detailed within that MOU or Agreement.
8. It is expected that all federal, state and local agencies will coordinate assistance and operations during Stafford Act responses by following the procedures and requirements established in the NRF. This Agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the FEMA in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities. Some state and local resources are limited by statute to wildland fire response, requiring the governor to specifically approve mobilization outside of their state for non-fire emergencies. State emergency declarations and responses for all-hazard and non-Stafford Act responses are outside the scope of this Agreement.
9. The Responsibilities of the Parties to this Agreement shall be distinguished as follows:
  - A. Jurisdictional Agency—Agency having land and resource management responsibility for a specific geographical or functional area as provided by federal, state or local law. Under no circumstances may a Jurisdictional Agency abdicate legal responsibilities as provided by federal or state law.
  - B. Protecting Agency—Agency responsible for providing direct incident management within a specific geographical area pursuant to its jurisdictional responsibility or as specified and provide by contract, cooperative agreement, or other agreement or arrangement.
  - C. Supporting Agency—Agency providing suppression or other support and resource assistance to a Protecting Agency.

In consideration of the mutual commitments and conditions herein made, the Parties agree as follows:

## VII. INTERAGENCY COOPERATION

1. **Oklahoma Interagency Coordinating Group (OKCG):** provides coordination and recommendations for all interagency fire management activities in Oklahoma. Membership, procedures, and guidelines will be agreed to and documented in the OKCG Charter (Memorandum of Understanding and/or Standard Operating Procedures).

2. **National Incident Management System:** The Parties to this Agreement will operate under the concepts defined in the NIMS. In implementing these concepts, Parties to this Agreement will be expected to follow the NWCG's minimum standards as defined in the Wildland Fire Qualifications Systems Guide, PMS-310. NWCG recognizes the ability of cooperating agencies at the local level to jointly define and accept each other's qualifications for initial attack, extended attack, fire operations, and prescribed fire. The NWCG minimum standards are NIMS compliant. The following NIMS concepts will be followed as they are implemented: Incident Command System (ICS), qualifications system, training system, the management of publications, and participating in the review, exchange and transfer of technology as appropriate for providing qualified resources, and for the management of incidents covered by this Agreement.
3. **Operating Plans:** Operating plans will be developed using Exhibit C, Operating Plan Outline, at the geographic, statewide, or sub-geographic area level, as appropriate, and will tier to this Agreement. Operating Plans may be written for more than one year, but should be reviewed annually, and will be subject to modifications, as warranted. No Operating Plan tiered to this Agreement should be written beyond the expiration date of this Agreement. The following operating plans are listed in descending order of precedence:

**Statewide Operating Plans:**

Statewide Operating Plans will address issues affecting statewide cooperation. The Statewide Operating Plans will be approved by the signatory-state and federal OKCG members.

The Statewide Mobilization Guides will be identified and considered part of the Statewide Operating Plans.

**A. Project Plans (if applicable)**

Project plans are developed for specific non-suppression, fire related projects or activities. (See related clause: Joint Projects and Project Plans).

4. **Interagency Dispatch Centers:** The Parties to this Agreement agree to maintain, support, and participate in Interagency Dispatch Centers, as appropriate. Staffing, funding, and level of participation will be agreed to by the affected Parties to this Agreement and documented in geographic, statewide, or sub-geographic area operating plans and/or appropriate mobilization guides.

5. **Arkansas-Oklahoma Interagency Coordination Center:** The Parties to this Agreement recognize the Arkansas-Oklahoma Interagency Coordination Center in Hot Springs, AR as the Geographic Area Coordination Center (AOC) for the Oklahoma Geographic Area until Oklahoma establishes an interagency dispatch center. The Parties to this Agreement will coordinate, mobilize and demobilize emergency management resources through the GACC as appropriate. Parties to this Agreement are not precluded from independent movement of their own resources.

**Albuquerque Interagency Dispatch Center:** The Parties to this Agreement recognize the Albuquerque Interagency Dispatch Center, NM as the Geographic Area Coordination Center (ABC) for the Black Kettle National Grasslands, Rita-Blanca National Grasslands and the Bureau of Land Management Field Office located in Oklahoma. The Parties to this Agreement



will coordinate, mobilize and demobilize emergency management resources through the GACC as appropriate. Parties to this Agreement are not precluded from independent movement of their own resources.

**6. Interagency Resources:** Interagency funding, staffing, and utilization of resources and facilities will be pursued by the Parties to this Agreement whenever an interagency approach is appropriate and cost effective. Shared staffing and funding will be commensurate with each Parties use of resources, will be agreed to and documented in operating plans, and will be subject to the availability of appropriations.

To the extent practical, additional preparedness resource requests will be coordinated. The coordination process will be identified in the appropriate geographic, statewide, or sub-geographic area operating plan.

**7. State-to-State Response:** Should a state Party to this Agreement intend to utilize the assistance of the USFS to accept the reimbursement amounts expended for resources and services provided from another State, and have the Forest Service pay that amount to the State seeking reimbursement, that State shall agree to meet the associated reimbursement obligations and requirements, including any reasonable administrative fees, as agreed upon by the State and the Forest Service, and detailed in Exhibit D, Reimbursable Billings and Payments.

**8. Standards:** The Parties to this Agreement desire to achieve common standards within the Parties' best interest, recognizing differing agency missions and mandates. Each Party to this Agreement recognizes that other Parties' standards are reasonable, prudent, and acceptable. This clause does not affect the Jurisdictional Agency's land management standards.

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## VIII. PREPAREDNESS

1. **Protection Planning:** Annually, before December 31 sub-geographic area Unit Administrators will determine efficiencies to be gained from reciprocal assistance and acquisition of protection services. Operating plans will document decisions. Plans should be reviewed and agreement reached concerning such items as placement of crews, engines, air tankers, helicopters, fixed and aerial detection, regulated use, closures and other joint fire suppression efforts.
2. **Protection Areas and Boundaries:** Protection areas, as defined by boundaries, will be mapped and or described, and made a part of geographic, statewide, or sub-geographic area operating plans. Protection Areas may include lands under the jurisdiction of another agency as authorized by law.
3. **Methods of Fire Protection and Suppression:** One agency may provide fire protection services on lands under the jurisdiction of another, within their authority and as authorized by law. The following are different methods to provide those services:
  - A. **Reciprocal (Mutual Aid) Fire Protection:** As deemed appropriate, the Agencies may, by agreement in Operating Plans, establish reciprocal initial attack zones for lands of intermingled or adjoining protection responsibility. Within such zones, a Supporting Agency will, upon request or voluntarily, take initial attack action in support of the Protecting Agency.

The Protecting Agency will not be required to reimburse the Supporting Agency for costs incurred following the initial dispatch of any ground resources to the fire for the duration

of the mutual aid period. The length of the mutual aid period is usually 24 hours and will be documented in the Operating Plan.

**B. Reimbursable (Cooperative) Fire Protection:** The Protecting Agency may request suppression resources of other Agencies for its protection work. Such resources shall be paid for by the Protecting Agency. See applicable item regarding Reimbursable Billings and Payments, Exhibit D.

**C. Exchange (Offset) Fire Protection:** Agencies may exchange responsibility for fire protection for lands under their jurisdiction. The rate of exchange will be based upon comparable cost, acreage involved, complexity, and other factors, as appropriate, and mutually agreed to by the Agencies. Exchange zones will be documented in Operating Plans.

If an imbalance exists, the Protecting Agency with the surplus of acres will bill the Jurisdictional Agency for the difference on a per acre basis as computed under Contract or Fee Basis Protection. Imbalance means a deviation exceeding the range of variation agreed to between the Parties.

When a Protecting Agency takes suppression action on lands it protects for the Jurisdictional Agency, and the Jurisdictional Agency is requested to assist, the Protecting Agency will reimburse the Jurisdictional Agency for their assistance. The exception is if the Parties involved are federal wildland fire agencies. The National Interagency Agreement for Wildland Fire Management between the Department of the Interior wildland fire agencies and the USDA Forest Service provides that the Parties agree not to bill each other for suppression services.

**D. Contract (Fee Basis) Fire Protection:** For an agreed upon fee, one Agency may assume fire protection responsibilities on lands under the jurisdiction of another Agency. The terms and conditions of such arrangements must be included in Operating Plans and carried out through an appropriate procurement document.

4. **Joint Projects and Project Plans:** The Parties to this Agreement may jointly conduct cooperative projects, within their authority and as authorized by law, to maintain or improve their fire management services and activities. These projects may involve such activities as prescribed fire/fuels management, preparedness, fire analysis/planning, rehabilitation, training, prevention, public affairs, and other beneficial efforts in support of interagency fire management. Such projects will be documented in separate, local agreements, or other appropriate written documents, executed by the authorized signatories of the involved Parties. This may include a Supplemental Project Agreement, as in Exhibit I, or other written document.
5. **Fire Prevention:** The Parties to this Agreement agree to cooperate in the development and implementation of fire prevention programs. Unit Administrators will ensure that fire prevention goals and activities are planned at local levels and are addressed in the appropriate operating plans. Specific fire prevention plans should be developed by local interagency fire management personnel. The Parties to this Agreement may pool resources and each Party pay its own costs. Unit Administrators are encouraged to participate in local fire prevention cooperatives, organizations, or groups, where applicable.
6. **Public Use Restrictions:** Guidelines for implementing restrictions and closures shall be established by a separate MOU or Agreement, and/or in an Operating Plan.

7. **Burning Permits:** Burning permit procedures, where applicable, will be included in local operating plans. If authorized by state and federal law, federal employees or their agents may be granted authority by the states to issue burn permits when it is determined to be in their mutual interest.
8. **Prescribed Fire and Fuel Management:** The Parties to this Agreement agree to cooperate in the development and implementation of planned ignitions, prescribed fire and fuels management programs.

Any Party to this Agreement may provide assistance to another Party as requested and agreed to for the purposes of performing planned ignitions, prescribed fire or other fuels management work. Conditions of the assistance and details related to reimbursement will be agreed to and documented through the procurement or Joint Projects and Project Plans (as referenced in Joint Projects and Project Plans, Clause #21). Any instrument processed under this clause shall be in accordance with each Party's applicable laws, regulations, and policy requirements.
9. **Smoke Management:** Within their authorities, the Parties to this Agreement agree to cooperate in smoke management efforts for wildfires and prescribed fires. The need for air resource advisors is increasing and additional technical expertise may be available through State air quality and regulatory agencies. The state may facilitate the request and utilization of state air regulatory agencies as resource advisors during any wildfire and prescribed fire incident that could benefit from such additional technical expertise.

## IX. OPERATIONS

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1. **Closest Forces Concept:** The guiding principle for dispatch of initial attack suppression resources is to use the closest available and appropriate resource regardless of which Party owns or controls the resources, and regardless of which Agency has protection responsibility or jurisdiction.
2. **Fire Notifications:** Each Party will promptly notify the appropriate Protecting Agency of fires burning on or threatening lands for which that agency has protection responsibility. Likewise, protecting Agencies will promptly inform jurisdictional agencies whenever they take action on fires for which the Protecting Agency is responsible. Fire reports will be sent to jurisdictional agencies within the timeframes established in the applicable Operating Plan, Agreement or Memorandum of Understanding.
3. **Boundary Line Fires:** A boundary line fire, as defined in Exhibit A, Glossary of Terms, will be the initial attack responsibility of the protecting agencies on either side of the boundary. Neither agency will assume the other Agency is aware of the fire or that the other agency will take action. Each agency will make every reasonable effort to communicate with the other concerning the fire. When protecting agencies have arrived at the site of the fire, the agencies will mutually agree to the designation of an Incident command organization.
4. **Independent Action:** Except as otherwise limited in geographic, statewide, or sub-geographic area operating plans, nothing herein shall prohibit any Party, on its own initiative, from going upon lands known to be protected by another Party to this Agreement to engage in suppression of wildfires, when such fires are a threat to lands under that Party's management or protection responsibility. In such instances, the Party taking action will promptly notify the Protecting Agency. Such actions will be

commensurate with the land management considerations of the Jurisdictional Agency, and subject to the laws and regulations of the Jurisdictional Agency.

5. **Escaped Prescribed Fires:** Wildfires resulting from escaped prescribed fires that were ignited by, managed at the direction of, or under the supervision of one of the Parties to this Agreement shall be the responsibility of the Jurisdictional Agency. If the Parties to this Agreement jointly conduct or manage a prescribed fire, the responsibility for suppression costs, should it escape, shall be agreed upon and documented in the Project Plan. Unless otherwise agreed, all suppression costs and associated damages are the responsibility of the Jurisdictional Agency. The Parties to this Agreement will not hold each other responsible under this clause for escaped prescribed fires originating on private land, or on state or federal lands not protected by one of the Parties to this Agreement.
6. **Response to Wildland Fire:** All fire suppression action conducted by one Party on lands of another Party shall be consistent with the Jurisdictional Agency's fire management policy, preplanned objectives for the area in which the fire occurs, and the terms of this Agreement.

A Special Management Considerations section in the Operating Plan, addressing resources and other management concerns, will be used by Unit Administrators of the Agencies to identify areas of special management consideration, and to communicate appropriate fire management actions and any restrictions on firefighting tactical techniques to an Incident Commander.

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Unless otherwise agreed, the Jurisdictional Agency will provide an Agency representative or appropriate environmental technical specialist to advise a Protecting Agency of any special management considerations that may influence suppression action. The Incident Commander will incorporate special management considerations into the incident planning process, subject to the delegation of authority.

Each Operating Plan must address how the entities will handle cost sharing for wildland fires that spread to another jurisdiction. Entities should recognize that, as in the, *Guidance for Implementation of Federal Wildland Fire Management Policy (2009)*, a wildland fire may concurrently be managed for one or more objectives. Additionally, objectives can change as the fire spreads across the landscape, affected by changes in environmental conditions, human influence, and institutional factors. Simply stated, some portions of a wildland fire may receive a protection objective while other portions are managed for multiple objectives, and those portions and objectives might change at some time over the duration of the event. The intent should never be to allow a wildland fire to burn onto a jurisdiction that does not want it. All Parties should be involved in developing the strategy and tactics to be used in preventing the fire from crossing the jurisdictional boundary, and all Parties should be involved in developing mitigations that would be used if the fire crosses jurisdictional boundaries.

7. **Delegation of Authority:** Operating Plans will document procedures and criteria for Unit Administrators to specify direction, authority, and financial management guidelines to Incident Commanders.
8. **Preservation of Evidence:** As initial action is taken on a fire, the initial attack forces will preserve information and evidence pertaining to the origin and cause of the fire. Protecting and Jurisdictional Agencies shall render mutual assistance in the gathering of

evidence to the fullest extent practicable. Affected Parties to this Agreement will meet to determine an appropriate investigation process.

9. **Stafford Act Response:** For Stafford Act Responses, procedures and requirements established in the NRF shall be utilized by Parties to this Agreement to authorize and accomplish any required response or support tasks. Any Party requesting support pursuant to a Stafford Act Response shall issue written instructions and funding limitations to any Party providing cooperation, resources or support. Mobilization activities will be accomplished utilizing established dispatch coordination concepts pursuant to the current *National Interagency Mobilization Guide*.

## X. USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

1. **Appropriated Fund Limitation:** Nothing in this Agreement shall require the Parties to this Agreement to obligate or expend funds, or require the United States, the State of Oklahoma or the other Parties to this Agreement to enter into any contract or other obligation for the future payment of money in excess of or in advance of appropriated funds available for payment to meet the commitments of this Agreement and modifications thereto, except as specifically authorized by law.
2. **Length of Assignments:** Consideration must be given to the health and safety of personnel when assigned to fires. The Parties to this Agreement agree that Incident Commanders will release suppression resources to their primary responsibilities as soon as priorities allow. Incident Commanders shall adhere to work/rest policies specified within the *National Interagency Mobilization Guide*.
3. **Cost Share Agreement:** Whenever multiple jurisdictions are affected due to the location of a fire, it is mandatory to develop and implement a Cost Share Agreement (or Apportionment Process, if applicable). The Operating Plan must address how the Parties to this Agreement will handle cost sharing for wildland fires that spread to another jurisdiction. Acceptable forms of the cost share mix are limited to those listed in item #10 of Exhibit F, Cost Share Agreement. Except as otherwise provided by Clause 27, Independent Action) and 43, Billing Procedures, a cost share agreement will be approved by the responsible Unit Administrators (as defined in Exhibit A, Glossary of Terms) or their authorized representatives when the incident involves lands of more than one Protecting Agency (see Clause 26, Boundary Line Fires and Exhibit F, Cost Share Agreement).  
  
A Cost Share Agreement that addresses temporary support functions or facilities may be developed to document cost sharing, especially at times of high fire danger or activity.
4. **Procurement:** At the time of the incident, the affected agencies will determine the appropriate procurement procedures that will be utilized.
5. **Licensing:** Drivers and equipment operators will hold appropriate operating licenses to meet state and federal laws and employing agency regulations and policies. Employees of the Parties to this Agreement may operate each other's vehicles provided the operator is qualified by the current operating guidelines and training requirements of their own Agency. Driving and operating equipment will be for official purposes only.

6. **Text Messaging While Driving:** In accordance with Executive Order (EO) 13513, Federal Leadership on Reducing Text Messaging While Driving, any and all text messaging by federal employees is banned: a) while driving a government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official government business; or b) using any electronic equipment supplied by the government when driving any vehicle at any time. All cooperators, their employees, volunteers, or contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles or GOVs when driving while on official government business or when performing any work for or on behalf of the government.
7. **Training:** The Parties to this Agreement will cooperate to assure that training needs are provided that will produce safe and effective fire management and aviation programs. The intent is to champion high quality training, to minimize training costs by sharing resources, and to standardize training.
8. **Communication Systems and Facilities Access:** The Parties to this Agreement may mutually agree to allow one another the use of communications systems such as radio frequencies, computer system access, data transmission lines, and communication sites when there is a mutual benefit to the Parties to this Agreement. Such arrangement shall be approved only by Agency authorized personnel and in accordance with agency laws, regulations and policies governing security of systems and facilities.
9. **Fire Weather Systems:** The Parties to this Agreement will cooperate in the gathering, processing, and use of fire weather data, including the purchase of compatible sensing systems and the joint use of computer software. All such use shall be in accordance with applicable Federal, State, and local laws, software and other applicable licenses. The Parties to this Agreement will jointly evaluate and agree to any deletions or additions to the system. The common and agreed upon fire danger rating system for the Southern Geographic Area is the *National Fire Danger Rating System (NFDRS)*.

The Parties to this Agreement agree to cooperate and coordinate the utilization of Incident Meteorologist (IMET) services to support responses to wildfires, as described within the Interagency Agreement for Meteorological and other technical services (IMET Agreement) between the National Weather Service (NWS) and the federal wildland fire agencies. The Parties shall follow the provisions described in the IMET Agreement, along with the procedures detailed within the Operating Plan for this Agreement.

10. **Aviation Operations:** The Parties to this Agreement agree to cooperate in the use of aviation resources to foster effective and efficient use of aircraft and personnel. (Refer to the **Operating Plan, Exhibit C Plan** for specific direction in the use of aircraft).
11. **Billing Procedures:** The Parties agree to follow the policies and procedures detailed in Exhibit D, Reimbursable Billings and Payments.
12. **Cost Recovery:** Authority to recover suppression costs and damages from those responsible for causing a fire varies depending on contracts, agreements, permits and applicable laws. As soon as possible after a fire, the Authorized Representatives of affected Parties will attempt to reach mutual agreement on the strategy that will be used to recover suppression costs and damages from the individuals responsible for such costs and

damages. If possible, all costs should be determined prior to the initiation of cost recovery efforts. Such strategy may alter interagency billing procedures, timing and content as otherwise provided in this Agreement. As authorized by law, any Party may independently pursue civil actions against individuals to recover suppression costs and damages, though adequate notice should be provided the other Parties to the Agreement. In those cases where costs have been recovered from an individual, reimbursement of initial attack, as well as suppression costs to the extent included in the recovery, will be made to the Party taking reciprocal action, as authorized by law.

13. **Stafford Act Use and Reimbursement:** The use and reimbursement for resources when responding under the Stafford Act shall be governed by the provisions contained in Exhibit H, Use and Reimbursement for Stafford Act Shared Resources.

## XI. XI. GENERAL PROVISIONS

1. **Personnel Policy:** Employees of the Parties to this Agreement shall be subject to the personnel rules, laws and regulations of their respective agencies, unless they are employed temporarily by another Party to this Agreement and the authority under which such temporary employment is authorized provides that such employees shall be subject to the employing Party's personnel laws and regulations.
2. **Supplemental Fire Department Resources:** There are situations when additional support personnel are necessary for national mobilization and the need can be filled by supplemental personnel available to the fire district. When this situation arises resources will be mobilized via the process outlined in Exhibit G, Supplemental Project Agreement Template.
3. **Mutual Sharing of Information:** Subject to applicable state and federal rules and regulations, including the Privacy Act, Parties to this Agreement may furnish to each other, or otherwise make available upon request, such as maps, documents, GIS data, instructions, records, and reports including, but not limited to: fire reports, employment records, and investigation reports as either Party considers necessary in connection with the Agreement.
4. **Freedom of Information Act:** Public access to grant or agreement records must not be limited, except when such records must be kept confidential and would be exempted from disclosure pursuant to Freedom of Information Regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

5. **Record Retention:** All records related to this Agreement should be retained by the Parties in accordance with Agency regulations and policies, but no less than three years from the date that all Agreement projects have been completed, or *December 31, 2023*, whichever is later. If any litigation, claim, negotiation, audit or other action involving the records has been started by a Party to the Agreement, that Party should provide notification to any other Party to the Agreement of the need to retain records until the litigation, claim, negotiation, audit or other action is resolved.

6. **Accident Investigations:** When an accident occurs involving the equipment or personnel of a Supporting Agency, the Protecting Agency shall immediately notify the jurisdictional and supporting agencies. As soon as practical, the Protecting Agency shall initiate an investigation of the accident. The investigation shall be conducted by a team of representatives from the affected agencies, as appropriate. As appropriate, the Parties agree that the Protecting Agency will provide notification of the accident to the National Transportation Safety Board, or the Occupational Safety and Health Administration and other appropriate Agencies.
7. **Purchaser, Contractor, Operator, Permittee, Etc., Fires:** The Protecting Agency will notify the Jurisdictional Agency of any fire suspected to have been caused by a purchaser, contractor, operator or permittee, etc., of the Jurisdictional Agency as soon as it becomes aware of the situation. The Protecting Agency will be responsible for management of the fire under the provisions of this Agreement. Parties to the Agreement will meet and confer to determine a cost recovery process as outlined in Cost Recovery Clause.
8. **Waiver of Claims:** Parties to the Agreement shall each be responsible for their own losses arising out of the performance of this Agreement, and each Party hereby waives any claim against any other Party for loss or damage of its property and/or personal injury or death of its employees or agents occurring as a consequence of the performance of this Agreement; provided, this provision shall not relieve any Party from responsibility for claims from third Parties for losses for which the Party is otherwise legally liable. This waiver does not extend to ordinary expenses incurred as part of the cost of the fire (gloves, fuses, hose, etc.). This provision pertains to claims between the respective state and federal agencies and does not pertain to claims advanced by third Parties.

Claims requesting compensation for property loss or damage, personal injury, or death resulting from the negligence or other wrongful acts of employees performing under this Agreement will be received by the Jurisdictional Agency and forwarded to the hiring, or home agency of the allegedly negligent employee for processing.

Employee claims for loss of or damage to personal property must be submitted to the Jurisdictional Agency and then forwarded to the hiring, or home agency of the employee for processing in accordance with the hiring agency's administrative procedures.

9. **Equipment, Supplies, and Cache Items:** The Parties recognize that wildland fire suppression will often involve the use of equipment, supplies, and cache items. Equipment, supplies, and cache items checked out (such as pumps, hoses, nozzles, etc.), or supplied by one Party and received by another Party, shall become the responsibility of the receiving/supporting Party. Equipment, supplies and cache items shall be returned in the same condition as when received, reasonable wear and tear excepted. Notwithstanding the general Waiver of Claims Clause, Parties agree that the receiving/supporting Party shall replace or reimburse for damage in excess of reasonable wear and tear, and shall replace or reimburse items lost or destroyed, except for damage occurring as a result of negligence by the receiving/supporting Party. The receiving/supporting Party will replace or reimburse for items lost, destroyed, or expended with items of like or similar standard from the fire cache or supply unit on the incident, or via an authorization for replacement using a unique request number. Insurance or other reimbursement options should be pursued, if such



options are available, prior to replacement or reimbursement for lost, stolen or destroyed items.

**10. Transported Equipment:** Equipment transported or operated by Supporting Agency personnel in transit to or from an incident is considered under the control of the Supporting Agency. When arrangements are made with a transportation service provider to deliver equipment, the Party making arrangements for the transportation should ensure that the transportation service provider will be responsible for all loss and damage to equipment or supplies consigned on the bill of lading.

**11. Authorized Representatives:** By signature below, all signatories to this Agreement certify that the individuals (Agency Representative, Agency Administrator, Unit Administrator) listed in this document are authorized to act in their respective areas for matters related to this Agreement.

---

#### Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB Control Number for this information collection is 0596-0242. The time required to complete this information collection is estimated between 4 to 24 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written  
below

**USDOI FISH AND WILDLIFE SERVICE  
REGION 2**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer FWS-19072

Date: \_\_\_\_\_

**USDOI NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION**

  
\_\_\_\_\_  
Regional Director  
Date: 8/29/19

  
\_\_\_\_\_  
Contracting Officer

Date: 8/21/19

**USDOI BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**STATE OF OKLAHOMA  
OKLAHOMA FORESTRY SERVICES  
DIVISION**

\_\_\_\_\_  
State Forester  
Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Coordinator  
Date: \_\_\_\_\_  
(insert agency name)  
(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

**USDOI BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST**

\_\_\_\_\_  
Forest Supervisor  
Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Specialist  
Date: \_\_\_\_\_  
(insert agency name)  
(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written below

USDOJ FISH AND WILDLIFE SERVICE  
REGION 2

Regional Director

Date: 8/28/19

Contracting Officer FWS-19072

Date: 8/27/2019

USDOJ BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION

Regional Director

Date: \_\_\_\_\_

Contracting Officer

Date: \_\_\_\_\_

STATE OF OKLAHOMA  
OKLAHOMA FORESTRY SERVICES  
DIVISION

State Forester

Date: \_\_\_\_\_

Agreements Coordinator

Date: \_\_\_\_\_

(insert agency name)

(insert Office/Division/Bureau)

(insert title)

Date: \_\_\_\_\_

USDOJ NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION

Regional Director

Date: \_\_\_\_\_

Contracting Officer

Date: \_\_\_\_\_

USDOJ BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION

Regional Director

Date: \_\_\_\_\_

Contracting Officer

Date: \_\_\_\_\_

USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST

Forest Supervisor

Date: \_\_\_\_\_

Agreements Specialist

Date: 8/8/19

(insert agency name)

(insert Office/Division/Bureau)

(insert title)

Date: \_\_\_\_\_

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written below

**USDOJ FISH AND WILDLIFE SERVICE  
REGION 2**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer FWS-19072

Date: \_\_\_\_\_

**USDOJ BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION**

*R. David Morgan*  
\_\_\_\_\_  
Regional Director  
Date: 8/28/19

\_\_\_\_\_  
Contracting Officer

Date: \_\_\_\_\_

**STATE OF OKLAHOMA  
OKLAHOMA FORESTRY SERVICES  
DIVISION**

\_\_\_\_\_  
State Forester  
Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Coordinator

Date: \_\_\_\_\_  
(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

**USDOJ NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer

Date: \_\_\_\_\_

**USDOJ BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer

Date: \_\_\_\_\_

**USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST**

\_\_\_\_\_  
Forest Supervisor  
Date: \_\_\_\_\_

*James G. Dawson*  
\_\_\_\_\_  
Agreements Specialist

Date: 8/8/19  
(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

ACK 05

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written below

**USDOI FISH AND WILDLIFE SERVICE  
REGION 2**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer FWS-19072

Date: \_\_\_\_\_

**USDOI NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer

Date: \_\_\_\_\_

**USDOI BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

**USDOI BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**STATE OF OKLAHOMA  
Department of Agriculture, Food  
and Forestry**

Blayne Arthur

Blayne Arthur  
Oklahoma Secretary of Agriculture

Date: 8/9/19

Malcolm  
State Forester

Date: 08/09/19

Samuel  
Agreements Coordinator

Date: 8/9/2019

(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

**USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST**

\_\_\_\_\_  
Forest Supervisor  
Date: \_\_\_\_\_

James J. Harrison  
Agreements Specialist

Date: 8/8/19

(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written below

**USDOI FISH AND WILDLIFE SERVICE  
REGION 2**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer FWS-19072

Date: \_\_\_\_\_

**USDOI BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**STATE OF OKLAHOMA  
OKLAHOMA FORESTRY SERVICES  
DIVISION**

\_\_\_\_\_  
State Forester  
Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Coordinator  
Date: \_\_\_\_\_  
(insert agency name)  
(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

**USDOI NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION**


\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer

Date: \_\_\_\_\_

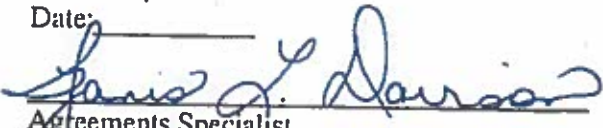
**USDOI BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION**

  
\_\_\_\_\_  
Regional Director  
Date: 8/12/19

  
\_\_\_\_\_  
Contracting Officer  
Date: 8/12/19

**USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST**

\_\_\_\_\_  
Forest Supervisor  
Date: \_\_\_\_\_

  
\_\_\_\_\_  
Agreements Specialist  
Date: 8/8/19  
(insert agency name)  
(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the last date written  
below

**USDOJ FISH AND WILDLIFE SERVICE  
REGION 2**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer FWS-19072  
Date: \_\_\_\_\_

**USDOJ BUREAU OF INDIAN AFFAIRS  
SOUTHERN PLAINS REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**STATE OF OKLAHOMA  
OKLAHOMA FORESTRY SERVICES  
DIVISION**

\_\_\_\_\_  
State Forester  
Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Coordinator  
Date: \_\_\_\_\_  
(insert agency name)  
(insert Office Division Bureau)

\_\_\_\_\_  
(insert title)  
Date: \_\_\_\_\_

**USDOJ NATIONAL PARK SERVICE  
INTERMOUNTAIN REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**USDOJ BUREAU OF INDIAN AFFAIRS  
EASTERN OKLAHOMA REGION**

\_\_\_\_\_  
Regional Director  
Date: \_\_\_\_\_

\_\_\_\_\_  
Contracting Officer  
Date: \_\_\_\_\_

**USDA FOREST SERVICE  
REGION 8, OUACHITA NATIONAL  
FOREST**

\_\_\_\_\_  
Forest Supervisor  
Date: 9/9/19

\_\_\_\_\_  
Agreements Specialist  
Date: \_\_\_\_\_  
(insert agency name)  
(insert Office Division Bureau)

\_\_\_\_\_  
(insert title)  
Date: \_\_\_\_\_

**MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**  
**USDA FOREST SERVICE**  
**REGION 8, OZARK-ST. FRANCIS NATIONAL FOREST**

\_\_\_\_\_  
CRAIG MCBROOME, Acting Forest Supervisor

Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Specialist

Date: \_\_\_\_\_

(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

**USDA FOREST SERVICE**  
**REGION 3, CIBOLA NATIONAL FOREST AND NATIONAL GRASSLANDS**



STEVE HATTENBACH, Forest Supervisor

Date: 8/23/19

\_\_\_\_\_  
Agreements Specialist

Date: \_\_\_\_\_

(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_



**MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**

**USDA FOREST SERVICE  
REGION 8, OZARK-ST. FRANCIS NATIONAL FOREST**

*Craig McBroome 8/27/2019*  
CRAIG MCBROOME, Acting Forest Supervisor

Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Specialist

Date: \_\_\_\_\_

*(insert agency name)*

*(insert Office/Division/Bureau)*

\_\_\_\_\_  
*(insert title)*

Date: \_\_\_\_\_

**USDA FOREST SERVICE  
REGION 3, CIBOLA NATIONAL FOREST AND NATIONAL GRASSLANDS**

\_\_\_\_\_  
STEVE HATTENBACH, Forest Supervisor

Date: \_\_\_\_\_

\_\_\_\_\_  
Agreements Specialist

Date: \_\_\_\_\_

*(insert agency name)*

*(insert Office/Division/Bureau)*


\_\_\_\_\_  
*(insert title)*

Date: \_\_\_\_\_

MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT  
UNITED STATES DEPARTMENT OF INTERIOR  
BUREAU OF LAND MANAGEMENT – NEW MEXICO, OKLAHOMA, TEXAS, KANSAS

  
\_\_\_\_\_  
TIMOTHY R. SPISAK, STATE DIRECTOR

Date: 8/15/2019

  
\_\_\_\_\_  
Agreements Specialist

Date: 8/15/2019

(insert agency name)

(insert Office/Division/Bureau)

\_\_\_\_\_  
(insert title)

Date: \_\_\_\_\_

Exhibit A. Glossary

**GLOSSARY**

**Agencies:** Governmental agencies that have direct fire management or land management responsibilities or that have programs and activities that support fire management activities.

**Agency:** A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

**Agency Administrator:** The official responsible for the management of a geographic unit or functional area.

**Agency Representative:** A person assigned by a primary, assisting, or cooperating federal, state, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**Area:** The lands in a described geographic area that are managed and/or protected by the Parties within this Agreement.

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**Area Command (Unified Area Command):** An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an Emergency Operations Center (EOC) facility or at some location other than an ICP.

**Boundary Line Fire:** Fire occurrences on lands of intermingled and/or adjoining protection responsibilities.

**Closest Forces Concept:** Dispatch of the closest available initial attack suppression resources regardless of which agency owns or controls them, and regardless of which agency has protection responsibility.

**Confine:** Restrict the wildfire within determined boundaries, established either prior to, or during the fire. These identified boundaries will restrict the fire, with no action being taken to put the fire out.

**Contain:** Restrict a wildfire to a defined area, using a combination of natural and constructed barriers that will stop the spread of the fire under the prevailing and forecasted weather conditions, until out.

**Control:** Aggressively fight a wildfire through the skillful use of personnel, equipment, and aircraft to establish firelines around a fire to halt the spread and to extinguish all hotspots, until out.

**Controlled Burn:** Synonymous with Prescribed Fire.

## MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT

**Cost Share Agreement:** A document prepared to distribute costs on a multi-jurisdictional incident (see Exhibit F, Cost Share Agreement Template).

**Direct Costs:** Direct costs are those items of expense specifically identified with the delivery or completion of a project or program. Examples include, but are not limited to, personnel costs (salary and fringe benefits), equipment costs, travel, materials, supplies, and contracts.

**Direct Protection Area:** That area which, by law or identified or authorized pursuant to the terms of this Agreement, is provided protection by the Parties. This may include land protected under exchange or payment for protection.

**Disaster:** See **Major Disaster**.

**Emergency:** As defined by the Stafford Act, an emergency is, "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States."

**Emergency Support Function (ESF):** Used by the Federal Government and many State governments as the primary mechanism at the operational level to organize and provide assistance. ESFs align categories of resources and provide strategic objectives for their use. ESFs utilize standardized resource management concepts such as typing, inventorying, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

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**Escaped Prescribed Fire:** a prescribed fire that has exceeded or is expected to exceed prescription parameters or otherwise meets the criteria for conversion to wildfire. The criteria are specified in, *Interagency Prescribed Fire – Planning and Implementation Procedures Reference Guide*.

**ESF Primary Agency:** A Federal Agency with significant authorities, roles, resources, or capabilities for a particular function within an Emergency Support Function of the NRF. A Federal Agency designated as an ESF primary agency serves as a Federal Executive Agent under the Federal Coordinating Officer (or Federal Resource Coordinator for non-Stafford Act incidents) to accomplish the ESF mission.

**Extended Attack:** Actions taken on a wildfire that has exceeded the initial response.

**Federal:** Of or pertaining to the Federal Government of the United States of America.

**Fee Basis Acquisition of Services:** One agency provides fire management services on the lands under the jurisdiction of another and payment is provided for the service. For a given fee, one agency can become the Protecting Agency for the other. The fee (or cost) is the price for the work agreed to be performed on each acre of land.

**Fire Management Activities and/or Services:** Any or all activities that relate to managing fire or fuels on lands under the jurisdiction of any agency to this Agreement. Activities include, but are not limited to: suppression, prescribed fire/fuels management, fire analysis/planning, rehabilitation, training, prevention, public affairs, post-fire rehabilitation, and restoration activities in fire management.

## **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**

**Geographic Area Coordination Center (GACC):** The physical location of an interagency, regional operation center for the effective coordination, mobilization and demobilization of emergency management resources.

**Geographic Area Coordinating Group (GACG):** Interagency, regional fire management bodies.

**Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Hazard Mitigation:** Any cost effective measure which will reduce the potential for damage to a facility from a disaster event.

**Hazardous Material:** For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to include hazardous substances, pollutants, and contaminants as defined within the National Oil and Hazardous Substances Contingency Plan, known as the National Contingency Plan (NCP). See 40 C.F.R. Part 400 for additional information.

**Incident Command System (ICS):** A standardized, on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

**Incident Commander (IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for managing and conducting incident operations.

**Incident Management Team (IMT):** The IC and appropriate Command and General Staff personnel assigned to an incident.

**Indirect Costs:** Indirect costs are those items of expense incurred as part of general management and administrative support of an organization. These costs are not attributable to a specific project, program or output, but are distributed among many benefiting activities. Often they are proposed as a percentage of direct project costs and are referred to as administrative costs, overhead, or burden. Examples may include office space, computer equipment, postage, utilities, salaries for administrative activities, such as procurement, personnel, accounting, and so forth.

**Infrastructure:** The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

## **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**

**Initial Attack Zone:** An identified area in which predetermined resources would normally be the initial resource to respond to an incident.

**Jurisdictional Agency:** The agency having land and resource management responsibility for a specific geographical or functional area as provided by federal, state or local law.

**Initial Action:** The actions taken by the first resources to arrive at a wildfire.

**Initial Attack:** The first aggressive response to a wildland fire based on values to be protected, benefits of response, and reasonable cost of response.

**In-Kind Donations:** Donations other than cash (usually materials or professional services) for disaster survivors.

**Interagency:** Coordination, collaboration, communication among cooperating agencies.

**Land/Resource Management Plan (L/RMP):** A document prepared with public participation and approved by an agency administrator that provides general guidance and direction for land and resource management activities for an administrative area. The L/RMP identifies the need for fire's role in a particular area and for a specific benefit. The objectives in the L/RMP provide the basis for the development of fire management objectives and the fire management program in the designated area.

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**Major Disaster:** As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Mission Assignment:** The mechanism used to support federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

**Mitigation:** Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

**Mobilization:** The process and procedures used by all organizations—federal, state, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

## **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**

**National:** Of a nationwide character, including the federal, state, local, and tribal aspects of governance and policy.

**National Incident Management System (NIMS):** The NIMS provides a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private-sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life and property and harm to the environment. NIMS works hand in hand with the NRF. NIMS provides the template for the management of incidents, while the NRF provides the structure and mechanisms for national-level policy for incident management.

**National Response Framework (NRF):** The NRF guides how the nation conducts all-hazards response. The Framework documents the key response principles, roles, and structures that organize national response. It describes how communities, States, the Federal Government, and private-sector and nongovernmental partners apply these principles for a coordinated, effective national response. And it describes special circumstances where the Federal Government exercises a larger role, including incidents where federal interests are involved and catastrophic incidents where a State would require significant support. It allows first responders, decision makers, and supporting entities to provide a unified national response.

**NWCG:** National Wildfire Coordinating Group; the NWCG is an interagency, intergovernmental body that establishes operational fire management standards and procedures such as qualification and certification protocols, allocation or resources protocols, equipment standards, training programs.

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**Offset:** Exchange of fire protection services in specific locations that is anticipated to be of approximately equal value between agencies.

**Operating Plan:** A document reviewed annually, updated as necessary, and authorized by the appropriate officials for implementing the Cooperative Wildland Fire Management and Stafford Act Response Agreement in their respective areas of responsibilities.

**Party:** An entity that is signatory to this Agreement.

**Planned Ignition:** The intentional initiation of a wildland fire by management actions to meet specific objectives.

**Preparedness:** Activities that lead to a safe, efficient, and cost effective fire management program in support of land and resource management objectives through appropriate planning and coordination.

**Prescribed Fire:** Any fire intentionally ignited by management actions in accordance with applicable laws, policies, and regulations to meet specific objectives.

**Prevention:** Activities directed at reducing the incidence of fires, including public education, law enforcement, personal contact and reduction of fuel hazards (fuels management).

**Procurement Documents:** Agency specific documents for acquisition of goods or services that include financial obligation.

## MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT

**Protecting Agency:** Agency responsible for providing direct incident management within a specific geographical area pursuant to its jurisdictional responsibility or as specified and provided by contract, cooperative agreement, etc.

**Protection:** The actions taken to mitigate the adverse effects of fire on environmental, social, political, economic, and community values at risk.

**Protection Area:** That area for which a particular fire protection organization has the primary responsibility for attacking an uncontrolled fire and for directing the suppression actions.

**Protection Boundaries:** The exterior perimeter of an area within which a specified fire agency has assumed a degree of responsibility for wildland fire control. It may include land in addition to that for which the agency has jurisdiction or contractual responsibility.

**Reciprocal Fire Protection:** The act of helping a neighboring Protecting Agency through written agreement for mutual aid in furnishing fire protection, which includes personal services and equipment required for fire prevention, the protection of life and property from fire, and firefighting. Reciprocity is attained by agreeing among agencies regarding the kind, location and numbers of firefighting resources which will automatically be made available as part of the initial response to a wildfire, regardless of the Protecting Agency. The kind, locations, and numbers of resources which constitute reciprocity are defined in or through local operating plans.

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**Reconciliation Process:** The process for tracking incidents for all Parties to this Agreement for the purpose of issuing one annual billing for each paying Party.

**Recovery:** The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

**Reimbursable Costs:** All costs associated with operations and support ordered on a resource order or under a Joint Project or Project Plan by or for an incident or project within the provisions of this Agreement.

**Resources:** Personnel and major items of equipment, supplies, and facilities available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

**Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes.



## **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT**

As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

**Response to Wildland Fire:** The mobilization of the necessary services and responders to a fire based on ecological, social, and legal consequences, the circumstances under which a fire occurs, and the likely consequences on firefighter and public safety and welfare, natural and cultural resources, and values to be protected.

**Severity Funding:** Suppression funds used to increase the level of pre-suppression capability and fire preparedness when predicted or actual burning conditions exceed those normally expected, due to severe weather conditions.

**Stafford Act Response:** the mobilization of the necessary services and resources to a request from FEMA under the provisions of the Stafford Act and based on the procedures and requirements established in the NRF.

**State:** Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Strategic:** Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

**Sub-Object Class Code:** Detailed codes used by the Federal Government to record its financial transactions according to the nature of services provided or received when obligations are first incurred.

**Supplemental Fire Department Resources:** Overhead tied to a local fire department generally by agreement who are mobilized primarily for response to incidents/wildland fires outside of their district or mutual aid zone. They are not a permanent part of the local fire organization and are not required to attend scheduled training, meetings, etc. of the department staff.

**Supporting Agency:** An agency providing suppression or other support and resource assistance to a Protecting Agency.

**Suppression:** Management action to extinguish a fire or confine fire spread beginning with its discovery.

**Threat:** An indication of possible harm, or danger.

**Tribe:** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85

## **MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AND STAFFORD ACT RESPONSE AGREEMENT'**

Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single Incident Command Post and to establish a common set of objectives and strategies and a single Incident Action Plan.

**Unit Administrator (Line Officer):** The individual assigned administrative responsibilities for an established organizational unit, such as Forest Supervisors or District Rangers for the Forest Service, District Manager for the Bureau of Land Management, Area Forester, District Forester, or State Forester as designated for the State Forest Service, Agency Superintendent for the Bureau of Indian Affairs, Park Superintendent for the National Park Service, and Refuge Manager (Project Leader) for Fish and Wildlife Service. May also include managers for a Tribe, state, county or local government entity.

**United States:** The term "United States", when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

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**Unplanned Ignition:** The initiation of a wildland fire that was unplanned, regardless of cause.

**Wildfire:** An unplanned, unwanted wildland fire including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects, and all other wildland fires where the objective is to put the fire out.

**Wildland Fire:** Any non-structure fire that occurs in vegetation or natural fuels. Wildland fire includes prescribed fire and wildfire.

**Wildland Urban Interface (WUI):** The line, area, or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetation fuels.

**Exhibit B. Principal Contacts**

PRINCIPAL CONTACTS. The Principal Contacts for this instrument are as follows. These points of contact will review this instrument at least annually.

<b>Bureau of Indian Affairs, Eastern Oklahoma Regional Office</b>	<b>US Fish and Wildlife Service, Oklahoma/North Texas Fire Zone</b>
3100 West Peak Boulevard Muskogee, OK 74401	#32 Refuge HG Road Indiahoma, OK 73552
Forrest Blackbear, Regional Fire Mgmt. Officer	Jon King, Fire Management Officer
Phone: 918-781-4610	Phone: 337-452-9175
Fax: NA	Fax: NA
Email: <a href="mailto:forrest.blackbear@bia.gov">forrest.blackbear@bia.gov</a>	Email: <a href="mailto:jon_king@fws.gov">jon_king@fws.gov</a>
<b>Bureau of Indian Affairs, Southern Plains Regional Office</b>	<b>US Forest Service, Black Kettle National Grasslands</b>
100 Riverside Drive Anadarko, OK 73005	18555 Hwy 47A, Suite B Cheyenne, OK 73632
Sheldon Sankey, Fire Operations Specialist	Tom Smeltzer, District Ranger
Phone: 405-247-1663	Phone: 580-497-2143
FAX: NA	Fax: 580-497-2379
Email: <a href="mailto:sheldon.sankey@bia.gov">sheldon.sankey@bia.gov</a>	Email: <a href="mailto:tom.smeltzer@usda.gov">tom.smeltzer@usda.gov</a>
<b>National Park Service, Southern Plains Fire Group</b>	<b>US Forest Service, Rita-Blanca National Grasslands</b>
419 E. Broadway Fritch, TX 79036	714 Main Street Clayton, NM 88415
	Mike Atkinson, District Ranger
Phone: 806-865-3360 Ext. 426	Phone: 575-374-9652
Fax: NA	Fax: NA
Email: <a href="mailto:daniel_pearson@nps.gov">daniel_pearson@nps.gov</a>	Email: <a href="mailto:mike.atkinson@usda.gov">mike.atkinson@usda.gov</a>
<b>Oklahoma Department of Agriculture, Food and Forestry, Forestry Services Division</b>	<b>US Forest Service, Ouachita and Ozark-St. Francis National Forests</b>
2800 N. Lincoln Blvd. Oklahoma City, OK 73105	100 Reserve Street Hot Springs, AR 71901
Andy James, Fire Management Chief	Joshua Graham, Forest Fire Mgmt. Officer
Phone: 405-522-6146	Phone: 501-321-5313
FAX: 405-522-4583	Fax: 501-321-5353
Email: <a href="mailto:Andy.James@ag.ok.gov">Andy.James@ag.ok.gov</a>	Email: <a href="mailto:joshua.j.graham@usda.gov">joshua.j.graham@usda.gov</a>
<b>United States Department of the Interior Bureau of Land Management</b>	<b>USFS - R8 Grants and Agreements</b>
301 Dinosaur Trail Sante Fe, NM 87508	Janis L. Davison, Grants Mgmt. Specialist
Eric Walker, NM State Fire Mgmt. Officer	Date:
Phone: 505-954-2187	
Email: <a href="mailto:ewalker@blm.gov">ewalker@blm.gov</a>	