Incident Management Team

Briefing
If using Adobe PDF to print as a 5 ½ x 8 ½ Booklet... from the Print Screen, select Booklet, print on both sides, and Portrait orientation.

*Last edit March 2016 – SWCC will update this document as needed when information changes, not necessarily on an annual basis.

Table of Contents

Welcome - - - - - - - - - - 3
Dispatch/Cache/Mob Center Contact List - - - - - - - 4
SWA Fire Mgmt Zone and Dispatch Center Map - - - - - - - 5
Agency Unit/Dispatch Center Affiliations - - - - - - - 6
MAC Activations - - - - - - - 7
 IC Reporting Form for MAC - - - - - - - 8
Airtanker Prioritization - - - - - - - 9
Name Request Policy - - - - - - - 9
Priority Trainees - - - - - - - 9
Demobilization - - - - - - - 10
NWCG Minimum Standards for Medical Units - - - - - - 11
Predictive Services - - - - - - - 11
 Intelligence Operations - - - - - - - 11
 Meteorologists Section - - - - - - - 13
 Wildland Fire Analyst - - - - - - - 14
Type 2 Crew Ordering/Usage - - - - - - - 14
Safety Alert—Border Operations/Mexico - - - - - - - 16
Safety Alert—Aviation Operations/Mexico - - - - - - - 18
International Border Watchouts - - - - - - - 20
Border Risk Zones Map - - - - - - - 21
Oil and Gas Hazards - - - - - - - 23
Retardant Avoidance Areas - - - - - - - 26
Communications Advance Teams (CAT) - - - - - - - 28
Critical Incident Stress Management (CISM) - - - - - - - 28
Burn Care Facilities in the Southwest - - - - - - - 29
Emergency Aviation Transport Sources - - - - - - - 30

******************************************************************************************

Check out the Southwest Coordination Center (SWCC) website at http://gacc.nifc.gov/swcc/ for products and services available through SWCC.
Welcome to the Southwest Area

The Southwest Coordinating Group and Southwest Coordination Center welcomes you into our Geographic Area. The Southwest Coordination Center is located in Albuquerque, NM and functions under the Southwest Coordinating Group and the Southwest MAC Group when it is in session. The Southwest Coordination Center utilizes the same policies as established in the Southwest Mobilization Guide.

The Southwest Coordination Center (SWCC) is the focal point for internal and external requests for agencies within the geographic area consisting of Arizona, New Mexico, and federal lands west of the 100th meridian in Texas.

What to Expect While Assigned in the Southwest Area

Most local units within the Southwest are very experienced in the utilization of Incident Management Teams. The in-briefings should have been thorough and provided valuable information regarding your assignment. This guide is intended to supplement local unit briefing packages and provide information about Geographic Area resources, protocols and procedures.

While assigned in the Southwest, please feel free to contact the Coordinator on Duty at SWCC with any questions or requests for assistance:

800-440-4443 (Toll-Free) 505-842-3473 (Local) 505-842-3801 (Fax)

Resources

1. Southwest Coordination Center (SWCC) Website: a majority of all products produced through SWCC can be found at our site: [http://gacc.nif.gov/swcc/](http://gacc.nif.gov/swcc/). Key pages include:
   a. SWCC Morning Intelligence Briefing (via Intelligence page)
   b. SWCC News & Notes (via Intelligence page)
   c. SIT300 Aviation and IMT (via Intelligence, Aviation, or Crews page)
   d. 7-Day Fire Potential Outlook (via Outlooks page)
   e. SWA Aviation Hazard maps (via Aviation page)
   f. SWA Retardant Avoidance Map (via Aviation page)
   g. SWFF Type II Crew Management Handbook (via Crew page)
   h. IARR Guide (via Crew page)
   i. Critical Incident Stress Management (via CISM page)
   j. AD Pay Plans, etc (via Incident Business Management page)
   k. Safety and Border Safety (via Safety page)

2. Southwest Area Mobilization Guide: a limited number of hard copies are available, however all of the files are located via the SWCC website (Dispatch page).

3. SW-MAC Group Operations: when activated, all IC’s are required to call into the daily MAC Group call. Information can be found via the following link: [http://gacc.nifc.gov/swcc/swcg/operations/macgroup/index.htm](http://gacc.nifc.gov/swcc/swcg/operations/macgroup/index.htm)
4. Incident Management Operations & Forms: as much information as possible is available via the Overhead / Teams page of the SWCC website (http://gacc.nifc.gov/swcc/dispatch_logistics/overhead/overhead.htm)

### Dispatch Center and Cache Contacts

<table>
<thead>
<tr>
<th>Dispatch Center/Cache</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Southwest Coordination Center (NM-SWC)</td>
<td>(505) 842-3473</td>
<td>(505) 842-3801</td>
</tr>
<tr>
<td>Albuquerque Mobilization Center</td>
<td>(505) 346-7904</td>
<td>(505) 346-7908</td>
</tr>
<tr>
<td>Arizona</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prescott Fire Cache (AZ-PFK)</td>
<td>(928) 777-5630</td>
<td>(928) 777-5608</td>
</tr>
<tr>
<td>Arizona Interagency Dispatch Center (AZ-ADC)</td>
<td>(800) 309-7081</td>
<td>(623) 445-0288</td>
</tr>
<tr>
<td>Flagstaff Interagency Dispatch Center (AZ-FDC)</td>
<td>(928) 526-0600</td>
<td>(928) 779-5267</td>
</tr>
<tr>
<td>Phoenix Interagency Dispatch Center (AZ-PHC)</td>
<td>(480) 457-1555</td>
<td>(480) 279-6595</td>
</tr>
<tr>
<td>Phoenix-Mesa Gateway Mobilization Center</td>
<td>(480) 457-1551</td>
<td>(480) 279-3266</td>
</tr>
<tr>
<td>Prescott Interagency Dispatch Center (AZ-PDC)</td>
<td>(928) 777-5700</td>
<td>(928) 777-5609</td>
</tr>
<tr>
<td>Show Low Interagency Dispatch Center (AZ-SDC)</td>
<td>(92) 532-2700</td>
<td>(92) 537-5328</td>
</tr>
<tr>
<td>Tucson Interagency Dispatch Center (AZ-TDC)</td>
<td>(520) 202-2710</td>
<td>(520) 807-7065</td>
</tr>
<tr>
<td>Williams Interagency Dispatch Center (AZ-WDC)</td>
<td>(928) 635-2601</td>
<td>(928) 635-2728</td>
</tr>
<tr>
<td>New Mexico</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Silver City Fire Cache (NM-SFK)</td>
<td>(575) 538-5611</td>
<td>(575) 388-5672</td>
</tr>
<tr>
<td>Alamogordo Interagency Dispatch Center (NM-ADC)</td>
<td>(575) 437-2286</td>
<td>(575) 437-7908</td>
</tr>
<tr>
<td>Albuquerque Interagency Dispatch Center (NM-ABC)</td>
<td>(505) 346-2660</td>
<td>(505) 346-3911</td>
</tr>
<tr>
<td>Santa Fe Interagency Dispatch Center (NM-SFC)</td>
<td>(505) 438-5600</td>
<td>(505) 424-8457</td>
</tr>
<tr>
<td>Silver City Interagency Dispatch Center (NM-SDC)</td>
<td>(575) 538-5371</td>
<td>(575) 388-8359</td>
</tr>
<tr>
<td>Taos Interagency Dispatch Center (NM-TDC)</td>
<td>(575) 758-6208</td>
<td>(575) 758-6207</td>
</tr>
</tbody>
</table>
Southwest Area Zone/Dispatch Boundaries

ARIZONA
- Arizona Interagency Dispatch Center (AZ-IDC)
- Flagstaff Interagency Dispatch Center (AZ-FDC)
- Phoenix Interagency Dispatch Center (AZ-PDC)
- Prescott Interagency Dispatch Center (AZ-PCC)
- Show Low Interagency Dispatch Center (AZ-SDC)
- Tucson Interagency Dispatch Center (AZ-TDC)
- Williams Interagency Dispatch Center (AZ-WDC)

NEW MEXICO
- Alamogordo Interagency Dispatch Center (NM-IDC)
- Albuquerque Interagency Dispatch Center (NM-FDC)
- Santa Fe Interagency Dispatch Center (NM-PDC)
- Silver City Interagency Dispatch Center (NM-SDC)
- Taos Interagency Dispatch Center (NM-TDC)
Multi-Agency Coordination (MAC) Group Activations
During times of high activity when multiple large incidents and resource competition are occurring, the SWCC Center Manager will meet with the Southwest Coordinating Group to determine whether to activate the Geographic MAC Group. Typically this will only occur during the higher Preparedness Levels (3-5). The MAC Group function is to assess the fire situation from an interagency perspective and make resource allocation decisions based on the latest intelligence and information from the Incident Commanders. The SWCC is responsible for implementing these decisions and the SWCC staff will be briefed by the Center Manager or COD after MAC decisions are made.

Typically the MAC Group daily schedule is as follows (when activated):

1300-1500 – MAC Group Support and the SWCC Center Manager gathers information and intelligence on the fire and resource situation in preparation for the meeting.

1500-1600 – **Conference call with Incident Commanders** on Southwest incidents to have dialog regarding their fire situation and any critical needs they may have.

1600-1700 – MAC Group prioritizes the needs of incidents based on specific threats to life and property, cultural and historical values, and threats to infrastructure.

1700 – SWCC staff is briefed and actions are implemented (resource allocation, reallocation, etc.)

**MAC Group Conference Call**
Incident Commanders will be notified by SWCC when the MAC Group is activated (usually in high Preparedness Levels 3, 4, and 5). Once the MAC Group is in session, daily conference calls occur at 1500mdt. Contact SWCC for the conference bridge number. The **IC reporting form can found on page 8 of this document.**
SW MAC Group Call
Incident Commander Reporting Format

Date: Name of Incident:

IC Update

- Fire Intelligence
  - Size
  - General area
  - Jurisdiction
  - Containment %
  - Estimated Containment Date

- Values at Risk (time frames & distances)
  - Communities
  - Structures
  - Infrastructure
  - Historic, Cultural, Natural Resources

- Incident strategies being implemented, and/or unusual significant tactics
- Issues or problem areas
- Major Accomplishments
- Update on Plans (evacuation, rehab, demob)

- Accident/Injury/Illness summary
  - How long would it take to get a critically injured FF on an isolated area in the fire to a medical facility? (Not an everyday report; just startup consideration and when new areas get involved.)

- Planned Community Meetings
- Socio-political Issues?
- Critical Needs with justification, and length of time needed
Southwest Area Airtanker Prioritization

Airtankers in the Southwest are never considered “committed.” They are always available to be diverted to higher priority fires either within the Southwest or nationally whenever operating in our Geographic Area. Airtankers are required to be released every night and do not stay “assigned” to an incident. If an incident needs an airtanker the following day, requests are placed at the time of need, and not the night before. This is due to the ever-changing needs and priorities for new initial attack and existing incidents. This applies to VLAT, Type 1 and 2 airtankers only.

If an IMT would like to stagger air tanker start times it must be coordinated with the SWCC Aircraft Coordinator. If air tankers are brought on early, it is important to also coordinate with the local dispatch aircraft desk and ensure that the retardant crews/air tanker base personnel are aware of the request.

Name Requests

The SWCC will generally process name requests for agency personnel within the geographic area; however, name requests for AD’s may be denied if there are agency personnel available with like qualifications. The National Mobilization Guide (Ch. 20) outlines the following for name requests outside the geographic area: “Name requests for suppression or all-hazard incidents should be rare and are appropriate only for highly specialized positions, priority trainees, or to meet specific agency objectives (for example, name requests between state agencies). The ordering unit must confirm availability for the individual being requested prior to placing the request. “

Priority Trainees

The Southwest Area has an established Priority Trainee Program for the following positions:

<table>
<thead>
<tr>
<th>Command</th>
<th>Aviation</th>
<th>Operations</th>
<th>Logistics</th>
<th>Planning</th>
<th>Finance</th>
<th>Dispatch</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICT3</td>
<td>AOBD</td>
<td>OSC1</td>
<td>LSC1</td>
<td>PSC1</td>
<td>FSC1</td>
<td>IADP</td>
</tr>
<tr>
<td>SOF1</td>
<td>ASGS</td>
<td>OSC2</td>
<td>LSC2</td>
<td>PSC2</td>
<td>FSC2</td>
<td>ACDP</td>
</tr>
<tr>
<td>SOF2</td>
<td>SEMG</td>
<td>OPBD</td>
<td>COML</td>
<td>RESL</td>
<td>TIME</td>
<td>CORD</td>
</tr>
<tr>
<td>PIO1</td>
<td>HMGB</td>
<td>DIVS</td>
<td>MEDL</td>
<td>SITL</td>
<td>PROC</td>
<td>EDSP</td>
</tr>
<tr>
<td>PIO2</td>
<td>HEB1</td>
<td>TFLD</td>
<td>FDUL</td>
<td>DOCL</td>
<td>COMP</td>
<td>ESDD</td>
</tr>
<tr>
<td>LOFR</td>
<td>HEB2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HRSP</td>
<td></td>
<td></td>
<td>FACL</td>
<td>LTAN</td>
<td>INBA</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>GSUL</td>
<td>FBAN</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SOPL</td>
<td></td>
<td>TNSP</td>
</tr>
</tbody>
</table>

* ICT1 and ICT2 positions are subject to a different application process by the SWCG. IC trainees approved by the SWCG are prioritized and the list is given to the GATR for inclusion on the Master Priority Trainee list.

An IMT may request Priority Trainees in the positions above when there is capacity within the IMT to do so. The following link provides the Southwest Area Master List and also contains links to ROSS availability reports.

http://gacc.nifc.gov/swcc/management_admin/training/Priority_Trainee_Program/ptp.htm
Demobilization
In Southwest Area Preparedness Levels 1 and 2, the incident/host dispatch will work with the Southwest Coordination Center in determining release priorities.
In Southwest Area Preparedness Levels 3 through 5, the incident/host dispatch office shall attempt to give 24 hours advance notice to the Southwest Coordination Center for release of non-local resources. The following incident release priorities will generally apply, unless notified of change by the Southwest Coordination Center:

1. Local initial attack
2. National and regional shared resources
3. Out of geographic area resources
4. Out of Zone Southwest agency and cooperator resources*
5. Southwest agreement/call-when-needed resources*
6. Type 2 crews/contract resources*

*Depending on the current and predicted level of activity, the Southwest Coordination Center may advise the incident/host dispatch of changes to the above priorities. There are times when out-of-area and call-when-needed resources may be released first when predicted future needs are minimal.
The Southwest Coordination Center will work with the agency/incident host dispatch office and incident management team to coordinate the release priorities for resources assigned to Southwest incidents. When determining release priorities, several factors will be considered, including (but not limited to):

Safety and Cost
The Southwest will try and minimize instances when out of geographic area resources get released home after short duration assignments. Attempts should be made to keep these resources for the duration of the incident and look for potential reassignments within the Southwest so as to minimize travel exposure and cost.

Significant Fire Potential
Depending on fuel conditions and predicted weather, the SWCC will work with the host unit to make decisions on out-of-area resources on whether to retain them on an incident/preposition order for anticipated needs or release the resource home.

Agency Objectives
There are times when agency objectives related to cost, training, opportunities, local knowledge, severity resource utilization, etc., may influence incident release priorities. Particularly in preparedness levels 3 through 5, these agency objectives must be communicated to the Southwest Coordination Center.
NWCG Minimum Standards for Medical Units
The Interim NWCG Minimum Standards for Medical Units is designed to be utilized as a baseline or minimum expectations for EMS personnel and services associated with Federal wildland fire incidents. The document can be found here: http://www.nwcg.gov/committees/incident-emergency-medical-subcommittee/incident-emergency-medical-subcommittee-policy-and-guides

Southwest Predictive Services Program
Predictive Services is an organizational concept incorporated at the Geographic Area Coordination Center and National Coordination Center. At the Southwest Coordination Center, the Predictive Services Section is referred to as the “Predictive Services Unit” and includes personnel from the Intelligence Operations Section, Meteorologist Section (Fire Weather and Climate), and, when activated, the Wildland Fire Analyst Section (FBAN’s). Each section of the group works independently within their area of primary expertise, but overall works collaboratively to produce Predictive Services outlook and fire potential products.

Predictive Services Mission Statement:
“To provide weather, fuels and intelligence related products that support the decision-making process of local, state, geographic area and national organizations whose job it is to efficiently allocate resources to existing and anticipated suppression, fire use and prescribed fire operations.” Any questions pertaining to SWCC Predictive Services can be referred to Chuck Maxwell, Program Manager, via phone at 505-842-3419 or email at cmaxwell@fs.fed.us.

Intelligence Operations Section (Situation, Resources, and Fire Danger)
The Intelligence Operations Section collects, analyzes, and disseminates specific situation, resource, and fire danger information for dissemination to the wildland fire community for appropriate decision making. In addition, they maintain accurate current and historical data for all agencies, oversee FAMWEB and FTP.NIFC.GOV applications, and manage the SWCC website. All products and services of the Predictive Services Unit are available on-line at the SWCC web site at http://gacc.nifc.gov/swcc/.

Products:
All of the below Intelligence Operations products can be found via the SWCC website.
- SIT Reports (Summary Reports –By Ownership / Protection)
- Daily Resource Summary
- Morning Intelligence Briefing
- ICS-209 Incident Location Map
- Prescribed Fire Location Map
- Southwest Anticipated Resource Demand (SWARD)
- MAC Group (Priority, Call-Around, Maps)
- NFMD Reports
• NFDRS Fire Danger Charts (i.e. ERC)
• SWCC News & Notes
• ROSS/COGNOS Reports (Daily Incidents, Pending, Priority Trainees, IMT R
• Year-to-Date Reports (Resource Trends, Daily Fires/Acres, 209 Database)

Programs

(1) FAMWEB – 209 Program

When a Type 1 or 2 IMT is assigned to an incident within a dispatch area and the IMT has sufficient computer communication capability on an incident, the dispatch center will turn over “data entry” rights to the IMT in order for the IMT to complete the ICS-209. In most situations, the Situation Unit Leader (SITL) is the contact individual for maintaining the ICS-209 for the IMT. Soon after assignment, the SITL should contact the SWCC Intelligence Operations Section to insure their FAMWEB ID is set up to access the 209 Program specific to the dispatch center area where the incident is located. If the IMT has been given “data entry” rights for ICS-209 entry, then an ICS-209 is required for each day while on the assignment.

Reporting Requirements

Full Suppression Strategy: For incidents where the strategy is deemed 100% Full Suppression, an ICS-209 shall be initiated once the incident burns through 100 or more acres (Fuel Models 8-13 timber / slash) or 300 or more acres (Fuel Models 1-7 grass / brush), or whenever a Type 1 or 2 Incident Management Team is assigned. Once an ICS-209 has been initiated under this strategy, an ICS-209 will be submitted daily no later than 1800 (local time) until the incident has been declared 100% contained, at which time a Final may be submitted. Additional submissions may be required if deemed necessary by SWCC, SWCG, or an Agency Regional/State Administrator.

If a Type 1 or 2 IMT is assigned and remains assigned past the containment date, an ICS-209 will continue to be submitted until the IMT transfers command.

Confine, Monitor, Point Zone Protection, or a Strategy Other Than Full Suppression: For incidents following this strategy and a Type 1 or 2 IMT is assigned, an ICS-209 is required to be submitted following the criteria established for Full Suppression above.

Complexes

A Complex consists of two or more incidents managed by one incident commander. The following will apply:

• The Complex incident name shall include the word “Complex” and NOT named from an existing incident (i.e., if West Fork is an incident to be within the Complex, DO NOT name the Complex “West Fork Complex”).
• When a complex incident is created, determination of the need for a unique FireCode should be made in coordination with the Agency Administrator and the Incident Business Advisor, if applicable.
• Incidents can be added to a Complex within the 209 program as either preexisting ICS-209 incidents or as individual iRWIN incident
• An existing ICS-209 incident must be “Finalized” prior to associating the incident to the Complex
• If an incident is removed from the complex, it may resume 209 reporting as an individual incident if appropriate, using normal ICS-209 reporting guidelines

Non-Wildland Fire Incidents
An ICS-209 is required daily for ALL non-wildland fire incidents such as floods, hurricanes, earthquakes, etc., where significant national fire resources and/or a Type 1 or Type 2 IMT are assigned.

Additional 209 Program Information:
Submitting a Final ICS-209: A “Final” ICS-209 must be submitted for all fires initiated in the 209 Program by the responsible unit or dispatch center, no matter the strategy.

209 User Guide: If you have questions related to the SIT – 209 Program, it is suggested that you refer to the SIT – 209 Online User Guide at http://gacc.nifc.gov/predictive_services/intelligence/niop/programs/sit_209/Help/index.htm. Should you have additional questions, contact the SWCC Intelligence Operations Section.

SW Mobilization Guide: Additional information may be found in the SW Mobilization Guide, Chapter 60.

(2) National – SW FTP.NIFC.GOV

Prior to arriving to an incident in the Southwest Area, each Type 1 or Type 2 IMT must have access established to the FTP.NIFC.GOV site for posting GIS, IA’s, Maps, etc. Information on obtaining a User ID and accessing the SWA folders can be found via the SWCC website, “Intelligence Operations” page. Look under the header ftp.nifc.gov and select “Southwest.”

SW Mobilization Guide: Additional information may be found in the SW Mobilization Guide, Chapter 60.

Meteorologist Section (Fire Weather, Climate, Fire Potential Outlooks)
Interagency Fire Weather Meteorologists at SWCC combine forecast information from the National Weather Service (NWS) and other sources into area-wide weather summaries and briefings. These meteorologists also work in conjunction with Fuels Specialists and our Intelligence Section to produce integrated fire weather/fire potential assessments covering 7-day, monthly and seasonal outlooks for the entire Southwest.
Products:

**GACC 7-Day Significant Fire Potential:**
The 7-Day Significant Fire Potential product contains projected fire weather, fuel dryness, fire danger, fire potential, and resource status information. Posted daily, by 1000 MDT, to the GACC website during significant wildland fire potential and/or fire activity.

**Monthly and Seasonal Fire Potential Outlooks:**
These are longer-term predictions of fire business potential, used for strategic planning, and seasonal budgeting.

**Additional products:**
SWCC meteorologists provide daily briefings to the Southwest Multi-Agency Coordinating Group (MAC), the Southwest Center Managers and others upon request. We also try to routinely monitor all sources of fire weather and resource information to ensure consistency, quality and applicability. Requests for specific, operationally-oriented weather information, such as Spot Weather Forecasts are referred to the local NWS office.

**Wildland Fire Analyst Section (Fire Behavior)**
This section is established at the discretion of the SW Coordinating & MAC Group.

**Type 2 Crew Ordering/Usage**

**Southwest Firefighter (SWFF)**
Administering guidelines for Southwest Fire Fighter (SWFF) crews are found in the SWFF Crew Management Guidelines. The “SWFF Crew Management Guidelines” charge home/sponsoring units with the administration and identification of a list of equipment required for all Type 2/SWFF and Camp Crew members when they are dispatched to an incident. The host agency is responsible for outfitting the crews including tools. These crews are not self-sufficient and require logistical support when mobilizing out of the GACC.

While a number of SWFF crews are available, a specific number of crews are designated from each SWFF organization for dispatch to incidents outside of the Southwest Area. This number of crews listed for each unit should not be exceeded until all organizations have reached their assigned maximum level or have stated they cannot reach that level and all available interagency regular and hotshot crews have been committed.

**Arizona State Department of Corrections (DOC) and New Mexico Inmate Work Crews (IWC)**
Administering guidelines for DOC crews are found in the Arizona and New Mexico State Forestry Department of Correction Crew Management Guidelines. Contact State Forestry for a copy.
DOC Type 2 crews are available throughout the states of Arizona and New Mexico. All requests for Arizona DOC crews must go through the Arizona Interagency Dispatch Center. Requests for the New Mexico Inmate Worker Crew (IWC) will be placed with the Albuquerque Interagency Dispatch Center.

DOC crews cannot be dispatched outside of their home state. These crews come fully equipped with transportation and tools. All crews are certified up to NWCG standards and are accompanied by a Corrections Crew Boss. These crews do not participate in the crew dispatch rotation. The crews abide by the length of assignment and work/rest guideline.

**Camp Crews** — Camp crews will be dispatched with a standard configuration of 1 crew supervisor and 9 crew members, unless a different configuration is ordered by the incident. Any deviation from the standard will be identified in the special needs block on the request. A moderate fitness level rating is the minimum for each person on the crew. Reference SWFF Guidelines.
SOUTHWEST GEOGRAPHIC AREA

Safety Alert

Date: March 2014
Subject: US-Mexico Border Fire Operations Safety
Area of Concern: Firefighter and Public Safety
Distribution: Southwest Geographic Area

The US-Mexico Border Safety Concerns:
Border violence continues to create Health and Safety concerns for employees and the public in areas adjacent to the US-Mexico border stemming from two types of illegal activities on or near the border between Brownsville, TX, and San Diego, CA: drug smuggling and illegal immigration. Each of these illegal activities poses specific safety and health threat to personnel working on or near the border. Also, bandits along the border sometimes try to intercept illegal immigrants and drug shipments with the intent of robbing them. These people are usually armed and may resort to violence.

Drug Smuggling:
Drug smuggling includes a variety of activities related to the transport and distribution of drugs across the Mexican border into the United States. The U.S. Drug Enforcement Agency has deemed this area a high intensity drug trafficking area (HIDTA). Drug smugglers are moving large quantities of drugs across Federal lands and they also are using recreation sites to stage the distribution of drugs to other parts of the United States. Drug smugglers should always be considered potentially violent.

Illegal Immigration:
Activities associated with illegal immigration fall into two categories: the operations of those trafficking in illegal immigrants, or “coyotes,” and the activities of the illegal immigrants themselves as they are being transported, or are transporting themselves, across the Mexican border into the United States. Coyotes tend to blend into the group of illegal immigrants to avoid detection. These coyotes are engaged in illegal activities—could be armed, and don’t want to be caught. An encounter with these individuals poses a threat to personal safety. Most illegal immigrants simply want to be left alone and will normally attempt to avoid all contact. Extreme caution should always be practiced when encountering any individuals along or near the border. Even though there have been no reported cases of physical harm to field employees, there have been cases of serious injury and deaths of law enforcement officers.

Problems Fighting Wildland Fires:
All personnel responding to fires along the US-Mexico border need to be aware of issues related to illegal activities on or near the border and have an understanding of the unique problems they could potentially face. It is imperative that agency offices along the border provide IMT’s and incoming resources a very thorough briefing on current border issues and protocols. The possibility exists that firefighters will encounter illegal immigrants or drug smugglers along the border areas. If firefighters encounter immigrants or smugglers, they must remain vigilant to the tasks at hand while keeping themselves and their crews safe. It is important that initial attack resources, incident commanders, and incident management teams responding to the border region set up coordinated efforts with local law enforcement (e.g., Border Patrol) in preparation for illegal activities. The following are potential situations firefighters could encounter:

1. Illegal immigrant and smugglers warming, cooking, signal, and diversion fires have started wildland fires.
2. Illegal activity along the border has involved “copycat vehicles” painted to look like agency vehicles.
3. Radios and phones don’t work in many locations on the border.
4. When cell phones do work, a call placed to law enforcement might connect to an operator in Mexico.
5. Conflicts in air space with helicopters assigned to the fire and helicopters used for law enforcement.
6. Undocumented aliens are hiding or camping within or adjacent to the incident operations.
7. Potential health risks associated with large amounts of trash or caches of drugs burning.
8. Arson fires being started to divert attention from illegal activities happening nearby.
8. High speed vehicle traffic from fleeing vehicles or pursuits.
9. Packs and equipment being stolen.

**Border Safety Information:**
The Southwest Area Agencies have developed protocols and training materials to help increase the safety awareness for firefighters working along the border. Links to these and additional information are on the SWCC website under Safety Management.

1. *International Border Watchouts / Border Risk Areas*, pocket card.
3. *Borderland Safeguards*, pamphlet AZ BLM.
4. *Interagency Aviation Information bulletin IA 2011-02, Aviation Operations Within Mutual Aid Zone USA/Mexico*
5. Working Along the United States-Mexico Border, MTDC Safety Training DVD# 0823 2D11.

The DVD has three modules. Modules one and two are designed for anyone who works near the border. Module three is specifically for firefighters. Also YouTube Weblinks for these Modules are listed.
Interagency Aviation Information Bulletin

No. IA 2011-02 May 27, 2011 Page 1 of 2

Subject: Aviation Operations Within Mutual Aid Zone USA/Mexico

Area of Concern: Air Operations along the USA/Mexico Border

Distribution: Aviation Operations

Discussion: Agreements between the Department of Interior and Department of Agriculture of the United States of America and the United Mexican States (CONAFOR) establish guidance and protocols for aerial firefighting operations along the border. These agreements enable firefighting resources of one country to cross the United States-Mexico border to suppress wildfire.

The firefighting response area is termed the “zone of mutual assistance” and is measured from the border up to 10 miles (16 KM) inside of each country.

Any aircraft planning to enter Mexico’s airspace must satisfy various requirements established within the agreement by the appropriate Interagency Dispatch Center. Aircraft are NOT permitted to enter Mexico’s airspace without the permission from the Dispatch Center and concurrence of aerial supervision.

Considerations for the use of aircraft are:

- Permission must be received from CONAFOR prior to airspace entry.
- Suppression aircraft may include restricted category aircraft.
- Airtankers will operate under the supervision of a qualified Leadplane/Aerial Supervision Module and/or Air Tactical Group Supervisor. This is not considered an initial attack activity.
- All aircraft operations will be conducted under appropriate Forest Service, DOI Aviation Management Directorate (AMD), or agency contract regulations.
- Airtankers identified by U.S. Forest Service Fire and Aviation and approved by CONAFOR will be allowed to support fires within the Zone of Mutual Assistance. This includes all the airtankers identified in the Schedule of Items.
- All U.S. contract or agency aircraft will operate from facilities within the United States. Landings outside the United States (with the exception of emergencies and logistical operations involving U.S. Sending Agency personnel) are not authorized within the Zone of Mutual Assistance.
- All aircraft will follow normal U.S. Customs re-entry procedures. The Pilot in Command is responsible for ensuring these requirements are met.
- Aircraft investigation procedures will be coordinated with the appropriate Mexican agencies involved at the time of the incident/accident.
References:


2011 Southwest Area Mobilization Guide, Chapter 49 Cooperation, International Agreement with Mexico, page 40-1

International Border Watchouts!

1. Expect high speed driving and law enforcement pursuits
2. Expect drivers to be distracted
3. All aircraft operations have increased collision risk
4. Radio frequency interference from Mexico likely
5. Radio/cell phone dead spots increase employee risks
6. Cell phone connections to Mexico likely
7. Language barriers increase risk
8. Threats to employees are present 24/7/365
9. You are not clearly identified as an agency employee
10. Every visitor contact has potential risk
11. Higher occurrence of unexpected visitor encounters
12. Traditional responses may not be appropriate, check your guy
13. Responding to situations inconsistent with assigned authority and training
14. Night operations require special considerations
15. Unattended vehicles will be damaged or stolen
16. Illegal uses in remote areas likely
17. Heightened risk of biological contamination
18. Always know your location and be able to describe it.
19. Let others know your expected route and destination (check-in/check-out)
Border Risk Areas

Area Below I-10/I-8 Line is an "Elevated Risk Area"

SMUGGLING AND ILLEGAL IMMIGRATION MAY BE ENCOUNTERED IN THIS AREA

**The best course of action is to gather intelligence on current activity and concern from sources such as the local fire dispatch**.
A wealth of valuable information can be found on the SWCC Website > Safety > US/Mexico Border Awareness. More in depth protocols, Operating Plans, Safeguards, and other links are available.
Oil and Gas Safety

**TOPIC:** Potential employee hazards associated with the growing Oil and Gas (O&G) Wildland Fire Industrial Interface

**PURPOSE OF BRIEFING DOCUMENT:** Outline roles, responsibilities, and training resources

**BACKGROUND:** O & G development throughout the West presents potential hazards associated with wildland fire management operations. Potential hazards may include:

- Increased traffic associated with energy operations
- Open pits, tanks, small buildings
- Pipelines, including plastic surface lines
- Flammable venting associated oil and gas facilities
- Hydrogen Sulfide gas (H2S)
- Tank batteries (oil storage tanks)

**ROLES AND RESPONSIBILITIES:** Like the increasing Wildland Urban Interface, O&G development has expanded to locations where it had not existed in the past. It is the responsibility of District, Field, Area, and Fire Managers in oil and gas industrial interface areas to develop operating procedures and provide training for all applicable wildland fire personnel. As part of a standard briefing package, incoming agency and non-agency wildland fire personnel from outside the area must receive O & G hazard information and operating procedures.

The following websites provide additional information and training resources:

2016 Red Book Guidance (Chapter 07) Wildland Fires In or Near Oil/Gas Operations


A template for briefing Incident Management Teams is available in the “Additional Resources” section of the NIFC Safety website at [www.nifc.gov](http://www.nifc.gov) Oil & Gas Field Safety Guidelines for Incident Management Teams

Six Minutes for Safety at Wildfire Lessons Learned website:

**Oil Field Safety and SOPS**

There are many hazards associated with working and fighting wildland fires in the oil and gas fields.

Hazards include:

- Hydrogen Sulfide gas (H₂S)
- Above ground flow and gas lines
- Oil field truck traffic
• Tank batteries (oil storage tanks)
• Heavy equipment
• Hazardous materials

As part of your in-briefing you will be required to participate in a H₂S presentation. Detailed engines will be assigned a gas monitor that can be used in areas of suspected H₂S.

Standard protocols when responding to wildland fires in the oil and gas fields:
1. Never use active or abandoned well sites as staging areas.
2. Request a resource advisor through Dispatch.
3. In the event you respond without local I.A. resources, be very thorough in sizing up the fire prior to engaging. In the event a resource advisor is not on scene take advantage of the oilfield workers’ knowledge who will likely be in the area.
4. Use common sense—If you don’t like what you see, don’t engage.
5. There are many roads within the oil fields that the fire can be contained on. Use appropriate suppression tactics to minimize firefighter exposure.
6. Do not pick up the plastic flow lines as they can appear to be cool but may burn you seriously if melted (may not appear to be melted).
7. Stay upwind of any burning materials such as waste oil, tank batteries, equipment, etc.
8. Note the location of wind socks on structures—may be an indicator of H₂S.

DOs and DON’Ts concerning Fire Operations in oil and gas areas to avoid exposure to H₂S Gas:

DOs:
• If you are responding to known oil and gas pad areas, DO contact local petroleum engineer or resource advisor.

• If your unit has known oil and gas operations, DO ensure that every firefighter is provided with training on H₂S.

• If you happen upon a remote oil and gas pad area, DO cordon off the area with flagging and deny entry and DO modify suppression tactics to avoid the area.

• DO avoid low lying drainage, ravines, and gullies near oil and gas pads as they tend to accumulate higher air concentrations of potentially toxic gases, especially during early morning hours when air has the tendency to sink.
• If you suspect that someone has been exposed to H²S, DO seek medical care immediately at the nearest hospital.

DON'Ts:

• DON'T locate fire camps, ICPs, or helispots on or near oil and gas pads.

• DON’T depend on sense of smell for warning - H²S causes rapid deterioration of sense of smell.

• DON’T attempt fire suppression on or in close proximity to oil and gas pads. Local petroleum engineer or resource advisor may recommend safe working distances and firefighters may also be given H²S monitors when working near oil and gas pad operations.

• DON’T wait to seek medical attention if H²S exposure is suspected.
Retardant Avoidance Area Guidance

In July 2010 the United States District Court for the District of Montana, ruled the Forest Service’s 2007 Environmental Assessment (EA) for the aerial application of fire retardant violated the National Environmental Policy Act (NEPA), and that the agency’s Endangered Species Act (ESA) consultation with the US Fish and Wildlife Service (USFWS) and the National Marine Fisheries Service (NOAA Fisheries) violated the ESA. The Court ordered the Forest Service to fully comply with NEPA and to re-consult with USFWS and NOAA Fisheries to comply with the ESA. The Court ordered the Forest Service to issue a new decision no later than December 31, 2011. To comply with the Court’s order, the Forest Service completed a programmatic EIS, in compliance with NEPA, and formally consulted with USFWS and NOAA Fisheries, in compliance with ESA. The Record of Decision (ROD) establishes agency direction for the continued use of fire retardant applied from aircraft.

The ROD requires the Forest Service to map terrestrial and aquatic avoidance areas and update the maps each year for certain federally listed threatened, endangered, and Forest Service-sensitive species as needed, so that fire retardant will not be aerially applied to those areas. GSTC prepared a national set of 7 ½ minute quadrangle maps that illustrate both the aquatic avoidance areas and buffered areas along waterways.

It was determined by multi-disciplinary personnel in the Regional Office, that the maps developed by GSTC using a hybrid of the National Hydrography Dataset and FS Topo, may be unduly restrictive for the Forests in the Southwestern Region because areas were identified as containing water when they are actually dry areas. It seemed impractical to effectively utilize fire retardant while attempting to comply with superfluous avoidance areas. Therefore, those maps have been modified to eliminate dry washes, arroyos, and other areas (intermittent and ephemeral channels) that do not contain water during the fire season.

The new revised maps are located at:
http://gacc.nifc.gov/swcc/dispatch_logistics/aviation/avoidance_maps/retardant_avoidance_maps.htm

In addition to the revised water avoidance polygons, the maps contain the species avoidance areas as they were analyzed in the NEPA and ESA documents. Please review the maps to determine whether federally-listed species are still adequately protected from retardant drops based on the changes to the water avoidance area changes. This primarily applies to aquatic, semi-aquatic, or riparian species that may occur within the areas removed. Only additional areas should be added to protect sites occupied by T&E or sensitive species that were either missed during the initial mapping process, or those sites that had avoidance areas removed due to the dry washes, arroyos and other areas eliminated from the maps. If there are species polygons or areas that need to be added, make the changes to the GIS feature class located at the Enterprise Data Warehouse called S USA.Aerialfireretardantavoidance. Information regarding the revisions to the avoidance areas will be provided to the U.S. Fish and Wildlife
Service (FWS) by Regional Office staff for concurrence. The information will be reviewed by the FWS to determine if the effects determinations remain the same under the Biological Opinion issued in December 2011. Once a concurrence letter is received from the FWS, it will be transmitted to the forests.

Current shape files of the modified water and current species avoidance areas will be submitted by RO staff to the dispatch offices and downloaded into the WildCad system so that aircraft dispatchers can provide direction on avoidance areas during initial attack to local line officers, incident commanders, and incoming aviation resources. Modified species avoidance shape files for your respective units should be finalized and submitted to your local dispatch office before March 30, 2012.

Additional information and guidance regarding the ROD and the ESA Biological Opinion can be found in the enclosure Implementation Guidance for Aerial Application of Fire Retardants on National Forest System Lands. In addition, the WO will be providing guidance for making changes or updates to maps annually. This guidance will be released sometime in April 2012. Each forest will be responsible for making any changes to maps annually if necessary and providing updated shapefiles and finished maps to the dispatch offices in coordination and consultation (if necessary) with your local FWS Ecological Services Offices.

Questions regarding species should be directed to Bobbi Barrera at (505)842-3191 or blbarrerra@fs.fed.us. Questions regarding geospatial services should be directed to Candace Bogart at (505)842-3858 or cbogart@fs.fed.us. Questions regarding fire retardant operations should be directed to Kris Damsgaard at (505)842-3359 or kdamsgaard@fs.fed.us. Also, if any of your fire suppression activities result in adverse effects to threatened or endangered species or their designated critical habitat whether covered by the National Fire Retardant BO or not, begin the emergency consultation process with your local FWS office.
Southwest Communications Advance Team Program (CAT)

Providing for the Safety of Firefighters on the Ground

When an IMT is ordered, the GACC prompts the order of the Radio Starter Kit (04390) and orders up, on a GACC order, 2-3 CAT members from the CAT Roster. The CAT Roster is a roster of individuals with COMT and COML (as well as trainees) qualifications from all the agencies in the SW Area who have permission to commit to the CAT Program. Since a CAT assignment only requires a 2-3 day commitment on the part of the participants, instead of a 14 day commitment, more supervisors have allowed their personnel to participate. Generally a CAT deployment will consist of at least one qualified COMT, a COMT trainee, and if possible, an individual with a COML qualification. They are utilized to retrieve the 04390 kit for the incident from charter planes, airports, prepositions in fire caches, or simply from their delivery point to the ICP. They then assist the incoming IMT COML (if there is one) in setting up the radio equipment and the Communications Unit as well as troubleshooting communications problems. CAT members who are available and able to stay on longer than 2-3 days may remain on the GACC order (although they charge their time to the fire as directed in Special Needs on their resource order) so that they can be reassigned if needed. There have been situations when the CAT members provided the only Communications coverage on an incident for several days before replacements could be found. Even when a COML can be on site with their team in a timely fashion, the challenge of setting up a Communications Unit provides plenty of work to keep CAT members busy. In these cases, the utilization of the CAT program served an essential purpose of providing for the safety of firefighters on the ground by establishing communications for an incident within as little as 24 hours of an IMT being ordered.

Questions regarding the CAT Program can be directed to:

Kenan Jaycox, Southwest Coordination Center (505)842-3473

Paul Glazer, Grand Canyon National Park (928)638-7738

Critical Incident Peer Support (CIPS)

Critical Incident Peer Support (CIPS) is an intervention tactic designed for colleagues or people of “mutual respect” to help each other through difficult situations. It is the foundation of the interagency wildland fire CISM program since peers understand the unique traumas, fears, job related stresses, and offer instant trust, respect, credibility, and empathy. Camaraderie among peers has credibility that academic training cannot create.

The Southwest Area has an established Interagency Critical Incident Stress Peer Support Program to provide assistance to personnel who have been involved in traumatic events. Procedures for activation of CIPS as well as other information can be found in the Southwest Area Mobilization Guide Appendix 23 and on the Southwest Area Web site at:


To request CIPS, contact the SWCC at (505) 842-3473.
Regional Burn Care Facilities in the Southwest Area

Arizona

Arizona Burn Center at Maricopa Medical Center
2601 Roosevelt St
Phoenix, AZ 85008
(602) 344–5726

New Mexico

New Mexico Regional Burn Center
Dept of Surgery ACC2
2211 Lomas NE
Albuquerque, NM 87131
(505) 272-2336

Southwest Area Aircraft Emergency Transport Sources

Helicopter Transport
Note: Basic information (if possible) needed from personnel on scene before placing order for medivac helicopter.
- Elevation of landing site
- Latitude and longitude (degrees minutes, decimal minute)
- Temperature
- Wind speed and direction
- Weight of patient
- Is there a landing site, brief description of size, hazards, tall trees, uneven ground etc.?
- General location
- Is Helitack qualified person available?
### Air Ambulance Helicopter Transport

#### Arizona

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
<th>Base Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native Air/LifeNet</td>
<td>1-800-642-7828</td>
<td>Florence, Marana, Rio Rico, Wilcox, Safford, Gilbert, Globe, Parker, Payson, Lake Havasu City, Show Low, Prescott, Kearny, Springerville, Sun City West</td>
</tr>
<tr>
<td>AirEvac</td>
<td>1-800-321-9522</td>
<td>Showlow, Globe, Safford, Phoenix, Mountain Vista, Buckeye, Glendale, Casa Grande, Sierra Vista</td>
</tr>
<tr>
<td>Guardian Air</td>
<td>1-800-523-9391</td>
<td>Flagstaff, Cottonwood, Winslow, Kingman, Tuba City, Page</td>
</tr>
<tr>
<td>Tri-State Care Flight</td>
<td>1-800-800-0900</td>
<td>Bullhead City, Kingman, Parker, Yuma, Quartzsite, Fort Mojave</td>
</tr>
<tr>
<td>Lifeline</td>
<td>1-800-949-7173</td>
<td>Saint David, Douglas, Nogales</td>
</tr>
</tbody>
</table>

#### New Mexico

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
<th>Base Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tri-State Care Flight</td>
<td>1-800-800-0900</td>
<td>Taos, Raton, Santa Fe, Bernalillo, Gallup, Truth or Consequences, Tucumcari, Portales, Roswell, Artesia, Carlsbad, and one in Durango, CO</td>
</tr>
<tr>
<td>Native Air</td>
<td>1-800-242-6199</td>
<td>Silver City, Deming, Las Cruces, Roswell, Alamogordo, Hobbs, Carlsbad</td>
</tr>
<tr>
<td>PHI Air Medical</td>
<td>1-800-633-5438</td>
<td>Grants, Albuquerque, Socorro</td>
</tr>
<tr>
<td>Gallup Med Flight</td>
<td>1-877-488-8148</td>
<td>Gallup</td>
</tr>
<tr>
<td>AeroCare</td>
<td>1-800-627-2376</td>
<td>Clovis, Lovington</td>
</tr>
</tbody>
</table>

#### Texas

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>AeroCare</td>
<td>1-800-627-2376</td>
<td>Lubbock, Seminole, Odessa and Ft. Stockton</td>
</tr>
</tbody>
</table>

### Air Ambulance Fixed Wing Transport

#### Arizona

<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angel Medflight</td>
<td>1-877-264-3570</td>
<td>Scottsdale</td>
</tr>
<tr>
<td>Native Air</td>
<td>1-800-642-7828</td>
<td>Deer Valley, Showlow</td>
</tr>
<tr>
<td>AirCare 1 International</td>
<td>1-877-760-7760</td>
<td>Scottsdale</td>
</tr>
<tr>
<td>Tri-State Careflight</td>
<td>1-800-800-0900</td>
<td>Yuma, Parker</td>
</tr>
<tr>
<td>Air Ambulance America</td>
<td>1-800-262-8526 #3</td>
<td>19 Lear jets operating nationwide</td>
</tr>
</tbody>
</table>

- 30 -
### New Mexico

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tri-State Careflight</td>
<td>1-800-800-0900</td>
<td>Gallup, Roswell</td>
</tr>
<tr>
<td>Gallup Med Flight</td>
<td>1-877-488-8148</td>
<td>Gallup</td>
</tr>
<tr>
<td>AirCare 1 International</td>
<td>1-877-760-7760</td>
<td>Albuquerque</td>
</tr>
<tr>
<td>Med Flight Air Ambulance</td>
<td>1-800-842-4431</td>
<td>Albuquerque, El Paso</td>
</tr>
<tr>
<td>Air Ambulance America</td>
<td>1-800-262-8526 #3</td>
<td>19 Lear Jets operating nationwide</td>
</tr>
<tr>
<td>Native Air</td>
<td>1-800-242-6199</td>
<td>Carlsbad, Roswell</td>
</tr>
</tbody>
</table>

### Texas

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Native Air</td>
<td>1-800-642-7828</td>
<td>El Paso, Midland, Snyder</td>
</tr>
</tbody>
</table>

### Colorado

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tri-State Care Flight</td>
<td>1-800-800-0900</td>
<td>Durango</td>
</tr>
</tbody>
</table>