

Priority Trainee Mobilization Process

The Southwest Area Priority Trainee Program (PTP) will be utilized for trainee requests within and out of the Southwest Area. Process adherence is extremely important to maintain program integrity and time efficiency.

The Priority Trainee Program will be utilized for all trainee mobilizations nationwide.

Mobilization of trainees in the Southwest Area occur in the following dispatch priority order:

1. Trainee within the Dispatch Zone where the incident resides.
2. Priority Trainees from the Southwest Area Priority Trainee List. If none are available, after confirmation from the Southwest Area GATR/Training Duty Officer, Trainees from within the Southwest Area that are not on the Priority Trainee List.
3. Trainees from the National Priority Trainee List.
4. Normal ordering of trainees outside the geographic area may occur.

The Geographic Area Training Representative/Training Duty Officer will collaborate with Complex Incident Management Teams to identify training opportunities. Orders received in an Expanded Dispatch from the Ordering Manager, are then to be forwarded to the Southwest Coordination Center (SWCC) who will collaborate with the GATR/Training Duty Officer.

Name Requests for Priority Trainee Positions must be approved by the host and sending GATRs/Training Duty Officers and any request outside of the outlined process will be denied.

Within Geographic Area:



If a Southwest Area Priority Trainee is rostered on a Complex Incident Management Team as a trainee, they will NOT be considered for a Priority Trainee assignment if their status is set as “IMT Only” in IROC. If the responder is cleared by their Section Chief and/or Incident Commander, they may status themselves as “Priority Trainee Assignment Only” to participate in the program.

Out of Geographic Area:

Per NWCG Correspondence #2016-08, the Geographic Area Training Representatives should have a documented methodology for the equitable coordination of Priority Trainees across all Geographic Areas during all Preparedness Levels.

GATRs will coordinate with each other during heightened incident activity and will share opportunities for mobilization of priority trainees. For additional information refer to the Geographic Area Training Representative Operating Guide, page 16.

