



Arizona State Forestry Division
Bureau of Indian Affairs: Southwest, Navajo, Western Regions
Bureau of Land Management: Arizona, New Mexico
National Park Service, Intermountain Region
New Mexico State Forestry Division
U. S. Fish and Wildlife Service, Region 2
U. S. Forest Service



June 10, 2016

To: SW Geographic Area Agency Administrators, Fire Management Officers, Dispatch Center Managers, and Zone Board Chairs
From: Southwest Coordinating Group (SWCG)
Subject: Southwest Area T3 Incident Management Team Policy
Effective: June 10, 2016

The Southwest Area has multiple Type 3 Incident Management (IMT3) teams managed by our interagency zone boards for local area extended attack fires. The high level of professionalism, expertise and success exhibited by these teams has led to increased dispatch requests outside the local zones and Southwest Area dictating the need for standardized IMT3 guidance in the Southwest.

The Southwest Coordinating Group is issuing policy for mandatory use of the Incident Complexity Analysis, minimum NWCG qualifications standards and maximum team roster configuration for “Out of Zone” or “Out of SW Area” IMT3 dispatches.

Below is the Southwest Area IMT3 policy:

1. Regardless of assignments being “within” or “out of zone” it is mandatory for SW Type 3 IMTs to formalize, validate, and **certify daily** the Incident Complexity Analysis (ICA) with the jurisdictional agency(s).
 - a. When aviation resources management requires staffing above the level of Helibase Manager Type 2 (HEB2), the type 3 organization and the jurisdictional agency(s) will re-evaluate the complexity analysis to determine whether a Type 1 or 2 Incident Management Organization should be ordered.
2. Minimum qualifications for Type 3 IMTs Command and General Staff

Funtional Responsibility	Minimum Qualifications Standards in Zone (Includes out- of –zone and out-of-SW Area through 12/31/2016) (Ref. 2016 Interagency Standards for Fire and Aviation Operations)	Minimum Qualification Standards for out-of-zone and out of SW Area beginning 1/1/2017 (NWCG-PMS- 310-1)
Incident Command	Incident Commander Type 3 (ICT3)	Incident Commander Type 3 (ICT3)
Safety Officer	Line Safety Officer (SOFR)	Line Safety Officer (SOFR)
Information	Local zone board will establish level of	Fire Information Officer (PIOF)

Officer	skill to perform function	
Operations	Task Force Leader (TFLD)	Division Supervisor (DIVS) <u>or</u> (ICT3) <u>or</u> (OPS3)
Division Supervisors	Single Resource Boss (Operational qualifications commensurate with resources assigned)	Task Force Leader (TFLD)
Plans	Local zone board will establish level of skill to perform function	Qualified as (SITL) <u>or</u> (RESL) <u>or</u> (ICT3) <u>or</u> completed the PSC3 PTB
Logistics	Local zone board will establish level of skill to perform function	Qualified as (SPUL) <u>or</u> (FACL) <u>or</u> (GSUL) <u>or</u> (ICT3) <u>or</u> completed the LSC3 PTB
Finance	Local zone board will establish level of skill to perform function	Qualified as (TIME) <u>or</u> (COST) <u>or</u> (ICT3) <u>or</u> completed the FSC3 PTB

3. Type 3 IMT maximum roster configuration for “out of zone” and “out of SW Area” dispatch

ICS Position	Number on active roster for deployment
Incident Commander Type 3	1
Safety Officer	1
Information Officer	1
Operations	1
Divisions	2
Plans	1
Logistics	1
Finance	1
Total Command and General Staff	9
Trainees*	3
Total	12

*Receiving unit has first option to place the 3 trainees to meet their local needs. If local unit does not have 3 trainees than 3 Southwest Area priority trainees may be assigned.

Type 3 Incident Management Teams are managed by their hosting interagency board for zone extended attack. Each zone board will establish periods of “zone only” availability. When IMT3s are available for “out of zone” or “out of SW area” assignments the Southwest Coordinating Group or Southwest Multi-agency Coordinating Group will prioritize requests and assignments.

If you have any questions regarding management of Southwest Area Type 3 IMT’s. Please contact your zone or agency representative to the Southwest Coordinating Group.


 6/10/16
 Chair, Southwest Coordinating Group