

# ALBUQUERQUE ZONE



## FIRE MANAGEMENT PARTNERSHIP Operating Plan 2014

Reviewed \_\_\_\_\_  
Albuquerque Dispatch Center Manager

Recommended \_\_\_\_\_  
Zone Board Chair

## **PARTNERS:**

### Bureau of Land Management, Albuquerque District

- Amarillo Field Office, TX
- Rio Puerco Field Office, NM
- Socorro Field Office, NM

### Bureau of Indian Affairs

- Laguna Agency, NM
- Ramah Agency, NM
- Southern Pueblos Agency, NM
- Zuni Agency, NM

### National Park Service

- Alibates Flint Quarries, TX
- Aztec Ruins, NM
- Chaco Culture National Historic Park, NM
- El Morro National Monument, NM
- El Malpais National Monument, NM
- Lake Meredith National Recreation Area, TX
- Petroglyph National Monument, NM
- Salinas Pueblo Missions National Monument, NM

### State of New Mexico, NM State Forestry Division

- Bernalillo District, N6S
- Socorro District, N3S

### US Forest Service

- Cibola National Forest

### US Fish and Wildlife Service

- Bosque Del Apache National Wildlife Refuge, NM
  - Buffalo Lake National Wildlife Refuge, TX
  - Muleshoe/ Grulla National Wildlife Refuge, TX
  - Optima National Wildlife Refuge, OK
  - Sevilleta National Wildlife Refuge, NM
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## I. INTRODUCTION

This document is the Operating Plan for the Albuquerque Zone Fire Management Partnership consisting of the following units: United States Department of Interior: U.S. Fish and Wildlife Service (USFWS), National Park Service (NPS), Bureau of Land Management (BLM), Bureau of Indian Affairs (BIA); the United States Department of Agriculture-Forest Service (USFS), and the State of New Mexico Energy, Minerals, and Natural Resources Department Forestry Division (New Mexico Forestry Division).

## II. AUTHORITY

The Albuquerque Zone Operating Plan is authorized by the Joint Powers Agreement (JPA) EMNRD #08-521-2300-0288; DOI / USFS #08-FI-11031600-035, which calls for the preparation and adoption of an operating plan and initial attack zones. This Operating Plan and these initial attack zones will become part of the current Joint Powers Agreement as exhibits as adopted and amended.

## III. PURPOSE

The purpose of this Operating Plan is to provide the framework for mutual wildland fire suppression assistance and cooperation and the interagency operation of the Albuquerque Dispatch Center (ABC) as agreed to by the Albuquerque Zone Fire Management Partnership.

## IV. RESPONSIBILITY

It is mutually agreed-to that each party will independently perform initial attack services (as defined in section V) within the initial attack zones for which they have assumed that responsibility. Such initial attack action shall continue until the fire is either declared out, escapes initial attack or is turned back to the Jurisdictional Agency. If for any reason the Protecting Agency cannot perform the agreed upon initial attack services, then the Jurisdictional Agency shall be notified as soon as possible. It is mutually agreed-to that each party of this Operating Plan will retain jurisdictional responsibility for all fire management actions on lands it manages.

## V. DEFINITIONS

Appropriate Management Response: Specific actions taken in response to a wildland fire in order to implement protection and fire use objectives.

Center Coordinating Group: The ABC Center Manager and dispatchers.

Escaped Fire: A wildfire that has exceeded or is expected to exceed the suppression capabilities of the initial attack effort.

Fourth Tier Dispatch Organization: Agencies within the Zone that provide their own initial attack dispatching.

Initial Attack: Efforts undertaken by the Protecting Agency to either suppress or attempt to suppress a fire up to the point in time when such efforts are determined by the Incident Commander to be ineffective and the fire is declared an escaped fire.

Incident Commander: The individual responsible for the management of an incident.

Initial Attack Zones: Areas agreed upon by Jurisdictional and Protecting Agencies as to their responsibility for initial attack efforts.

Jurisdictional Agency: The agency that has overall land and resource management responsibility, as provided by Federal or State law. Under no circumstances shall a Jurisdictional Agency abdicate legal requirements as provided for by Federal or State law.

Notification of Initial Attack Action: Documentation of dispatch action taken following the report of a fire, generated for the Protecting Agency by dispatch, the IC or the Jurisdictional Agency.

Oversight Committee: A group of Agency Administrators from represented zone agencies responsible for the coordination of fire suppression activities and overall management of the Zone.

Protecting Agency: The agency responsible for providing direct wildland fire protection to a given area pursuant to this Operating Plan.

Supporting Agency: An agency providing fire suppression or other support and resources to the Protecting Agency.

Third Tier Dispatch Organization: Agencies within the Zone that use ABC for all dispatch services.

Zone Board: a member from their respective Unit/Agency appointed by the Line

Officer to the Zone Board typically the Unit FMO. The Zone Board will coordinate and manage the day to day operational aspects of the fire program for the Albuquerque Zone Fire Management Partnership.

## VI. PROTECTION BOUNDARIES

The designated initial attack zones are based on historical wildfire incidents, closest and available fire protection resources, capabilities of the designated Protecting Agency and are agreed to by offsetting for Federal and non-Federal expenditures of funds - thereby mutually beneficial and cost effective. A map of these zones is provided to each agency. It is also agreed that Federal protection costs on non-Federal land will not exceed the protection costs by the State. Conversely, the State will not expend funds to a greater extent in protecting Federal land than would the Federal agencies in protecting Federal lands

The Agency responsible for initial attack should make reasonable effort to contact private landowners in advance of fire season. The objective of such contacts is to briefly explain the initial attack responsibilities and obtain gate keys or permission by the landowner to cut fences or gates for access to fires. Any damage to private lands for access should be restored following control of the fire. Local unit personnel who have the assigned initial attack responsibility should make these contacts.

The Protecting Agency will initial attack fires commensurate with the fire management objectives for that area as designated by the Jurisdictional Agency.

**Third tier** dispatch Agencies within Albuquerque Zone include: Cibola National Forest (CIF), Albuquerque District BLM (RPD, SCD) Southern Pueblo Agency (SPA), Laguna Agency (LAA), El Morro National Monument (ELP) and El Malpais National Monument (EMP), Petroglyph National Monument (PGP), Salinas Pueblo Missions National Monument (SAP), Bosque Del Apache National Wildlife Refuge (BDR), Sevilleta National Wildlife Refuge (SER), New Mexico State – Bernalillo District (N6S), Socorro District (N3S). All wildland fire dispatch services are provided by ABC.

**Fourth tier** dispatch agencies within the Albuquerque Zone include: Zuni Agency (ZUA), Ramah Navajo Agency (RNA), Chaco Culture National Historical Park (CHP), Alibates Flint Quarry (AFP), Lake Meredith National Recreation Area (LAP), Buffalo Lake National Wildlife Refuge (BFR), Muleshoe/Grulla National Wildlife Refuge (GRR) and Optima National Wildlife Refuge (OPR). These units will provide their own initial attack dispatching and use ABC for status of resource availability, escaped initial attack fire support, mobilizing resources across agency boundaries and fire codes.

## VII. SPECIFIC PROVISIONS

### A. Initial Attack

#### 1. Communication

Each agency will share information on their agencies initial attack resources for the upcoming fire season by April 1, and shall update the report as changes occur.

Prompt notification of initial attack action to the Jurisdictional Agency after the initial dispatch will occur. Notification of the initial attack action will be made by ABC or Protecting Agency either by phone, text messaging or in writing (see exhibit 1) and in coordination with the incident commander to the Jurisdictional Agency. Documentation of notification will occur in Wildcad.

The Protecting Agency will notify ABC when initial attack actions are being undertaken. Authorization has been granted between agencies to utilize cooperating agencies' radio frequencies for fire suppression and coordination and documented in MOU's.

As required by SWCC all agencies will submit a daily situation reports to ABC.

#### 2. Coordination

The Protecting Agency shall abide by the Jurisdictional Agency's procedures in dealing with ownerships involved.

The Jurisdictional Agency will provide maps and fire management objectives for the designated management areas to ABC and affected Protecting Agencies prior to the fire season.

The need for a resource advisor will be determined by the Jurisdictional Agency.

During fire season, April 1 – Sept 30, each day, Units will report to ABC by 0930 all available initial attack resources and their location. ABC will document resource availability in Wildcad viewable to all Units via Wildweb on the internet @ <http://66.134.213.74/WildWeb/WCNM-ABC.htm>

County, City, Rural and Volunteer Fire Departments must request all Federal resources through New Mexico State Forestry Division, unless preseason MOU's or Agreements are in place with specific Agencies.

It is recommended that all County, City, Rural and Volunteer Fire Departments adhere to the standards found in the Wildland Fire Qualification Guide PMS-310-1 and the National Wildfire Coordinating Group (NWCG) standards for Personal Protective Equipment (PPE) and interagency standards for radio communications.

### 3. Aviation

All aviation resources will be requested through ABC and documented on a resource order. Aviation resources will not be dispatched without a confirmed ground contact and an established frequencies – Air to Air and Air to Ground. Given National and Regional priorities, aviation resources may be moved according to Agency needs.

ABC will coordinate all requests for aerial detection.

All requests for air tankers and lead planes will be placed with ABC. Air tankers will be dispatched in accordance with guidelines issued by each Agency. Priorities for air tanker and lead plane use are:

- life
- property and resource values
- new starts.

When conflicting priorities exist the affected Agencies will coordinate with ABC.

All requests for single engine airtankers (SEATS) will be placed with ABC. SEATS will be dispatched in accordance with guidelines set by each Agency. Reference the ISEATOG for dispatching protocols.

All requests for helicopters will be placed with ABC and will be dispatched in accordance with guidelines set by each Agency. Reference the IHOG for dispatching protocols.

### 4. Payment

Costs for fires that are suppressed under initial attack exchange shall be borne by the Protecting Agency.

When an incident exceeds the initial attack capabilities of the Protecting Agency, the Jurisdictional Agency shall be promptly notified by the Incident Commander or ABC (see Exhibit 2) and shall assume suppression responsibility for the Incident. Under this situation, the status of the Protecting Agency changes to Supporting Agency and all cost, including

initial attack, shall be borne by the Jurisdictional Agency.

The Jurisdictional Agency shall not be required to reimburse costs to the Protecting or Supporting Agencies if the Protecting or Supporting Agencies do not provide prompt notification to the Jurisdictional Agency.

## B. Escaped Initial Attack Fire

### 1. Communication

The initial attack Incident Commander, and/or Protecting Agency shall notify ABC when the fire has escaped or is expected to escape initial attack.

The time and date of escape, from whom, and to whom the report is made, must be documented by ABC in Wildcad and must be reported promptly to the Jurisdictional Agency.

### 2. Coordination

The Jurisdictional Agency will initiate an appropriate management response and assume suppression responsibility for a fire that escapes initial attack in coordination with the Incident Commander, Protecting Agency and ABC.

### 3. Payment

Upon notification of an escaped fire, the Jurisdictional Agency assumes fiscal responsibility as per current statewide Joint Powers Agreement for agencies with wildfire protection responsibilities.

The State will designate a comptroller or authorized individual to approve expenditures and provide fiscal oversight upon notification of an escaped fire that is entirely on lands under State jurisdiction.

The Protecting Agency shall submit an **estimate of reimbursable** suppression cost to the Jurisdictional Agency within **30 days** from the time that the service was rendered. (See job aid Fire Reimbursement Estimate, exhibit III -V).

## VIII. GENERAL PROVISIONS

### A. Albuquerque Zone Management

An Oversight Line Officer Committee composed of agency administrators will be established. The Oversight Committee will be responsible for the overall management of the Zone and coordination of fire suppression activities when requested by one of the participating Zone agency administrators. Oversight will meet not less than once a year. Additional meetings may be called as needed by any member of Oversight. The Oversight Committee serves as the Multi-Agency Coordination Group (MAC) for the Zone. This usually occurs for large multiple fires or when firefighting resources are committed which depletes the zones firefighting capabilities. The Oversight Committee will develop a MAC charter

The Zone Board is established with a representative from each agency by the Oversight Line Officer Committee, and will coordinate and manage the day to day operational aspects of the fire program for the Albuquerque Zone Fire Management Partnership. The Board will appoint a Chair and Vice Chair. The Chair and Vice-Chair positions will rotate among the signatory agencies in order that each agency assumes their share of management responsibility and workload. The Zone Board has established the sequence of this rotation as follows:

2013 – NPS  
2015 – NM State/N6S  
2017 – FWS  
2019 – BIA  
2021 – BLM  
2013 – USFS

The Chairperson will serve a two year term. At the end of the two year term, the Zone Vice-chairperson will assume the Chairperson's position and responsibilities. The transition will take place during the spring meeting. The responsibilities of the Chairperson are to:

- Designate the time and location, prepare an agenda and preside over all Zone Board meetings.
- Ensure that notes are taken for each meeting, and are distributed to member agencies in a timely manner.
- Serve as primary contact between Albuquerque Zone and the Southwest Coordination Group. Participate in Southwest Coordinating Group meetings and Geographic Area MAC group meetings, as requested.
- Ensure that a permanent file is maintained for Albuquerque Zone information. This includes minutes of meetings and copies of all zone

documents, including a current copy of this operating plan. This responsibility will be delegated to one individual in the Albuquerque Dispatch Center office.

- Schedule and coordinate conference calls during fire season to coordinate staffing levels, severity requests, and Zone suppression efforts.

The Vice-Chair's responsibility is to perform the duties of the Chairperson in their absence or inability to perform for any reason. The Vice-Chairperson shall also perform duties as assigned by the Zone Board or Chairperson. When the Chairperson term expires and the Vice Chair takes over, the zone representative of the agency next in rotation will serve as the Vice-Chairperson.

The Zone Board will establish general operating plans and guidelines for the Zone. These plans will be updated annually and approved by the Zone Board by April 1<sup>st</sup>.

#### B. Fire Status

The Protecting Agency will be responsible for reporting fire status and monitoring unless otherwise negotiated.

#### C. Fire Statistics (Fire Report, Records, etc.)

The origin of the fire denotes the Jurisdictional Agency.

The Jurisdictional Agency has the responsibility of preparing their statistical fire report. Information for this report shall be provided by the Protecting Agency.

#### D. News Releases

Jurisdictional Agencies will coordinate news release items pertaining to the current fire situation to the media

#### E. Wildland Fire Prevention Activities

Wildland fire prevention activities will be interagency in scope to the extent possible. Each agency should provide a prevention representative. A Zone prevention group made up of these individuals will be activated as needed. An Interagency Prevention Team may be activated as conditions warrant.

#### F. Fire Preparedness Levels

All ABZ agencies are directed to protect life, property, and natural and

cultural resources entrusted to them. These requirements dictate that strict attention is to be paid to the availability and use of suppression resources. A system is established to determine the preparedness levels for all agencies within the ABZ. Preparedness levels will provide for fire prevention and suppression capabilities suited to fire hazard, risk, and overall situation complexity.

The Center Manager establishes the overall preparedness level for ABZ and provides this information to the Chairperson. ABC will monitor these criteria and contact the Chairperson when conditions cause a change in the preparedness level. The Chairperson will contact Zone Board members and ABC Center Manager to discuss preparedness levels and associated actions.

#### G. Fire Restrictions

Unit fire restrictions will be coordinated and communicated by individual Units with their neighbors and throughout the Zone via regular conference calls. The Southwest Interagency Fire Restrictions and Closures Decision Checklist may assist in determining and documenting restrictions (see Appendix VII). Documentation of Unit restrictions will be maintained at Albuquerque Dispatch.

#### H. Prescribed Fire Coordination

Agencies will advise and coordinate with ABC at least one day in advance of conducting prescribed fire activities. ABC will distribute notification of prescribed fire burn operations to all three and four tier agencies and cooperators.

Prescribed fire resources and contingency resources requested from other Agencies will be placed on a resource order with ABC.

#### I. Incident Management Teams

Identify and nominate personnel to the Southwest Area Type I, II and III Fire Incident Management Teams.

#### J. Incident Debriefing

An incident debriefing form will be filled out for T1-T3 incidents following instructions found in Exhibit VI, and sent to the Zone Board Chairperson for review and follow-up through the Zone Board.

#### K. Albuquerque Interagency Dispatch Center Management (ABC)

The Center Manager will report to the Zone Board. The employing Agency supervisor and Zone Board will make assignments by defining objectives,

priorities, and deadlines and assist the employee with unusual situations that do not have clear procedures.

The Center Manager supervises all of the Albuquerque Dispatch Center (ABC) activities, personnel, and day-to-day operations. The Center Manager is responsible for establishing an expanded dispatch organization as appropriate.

Signs at ABC will reflect the interagency nature of the dispatch center.

#### L. Training

Training should be coordinated through the Zone Training Officer. An assigned Zone Representative will serve as the Zone Training Coordinator.

Training needs and priorities in the Zone will be determined during the fall zone board meeting for the next calendar year.

Wildland fire training for VFD's/RFD's/MFD's departments will be coordinated through the N.M. State Forestry Division.

#### M. Effective Date

This plan becomes effective when the Jurisdictional Agency Line Officer signs the Operating Plan.

#### N. Review and Revisions

This plan will be reviewed annually prior to April 1st.

Changes in initial attack boundaries will be made as attachments to this plan and will be signed only by those parties involved in the boundary changes.

Maps of initial attack zones will be maintained by the BLM.

## **EXHIBITS**

- I. Notification of Initial Attack Action
- II. Notification of an Escaped Fire
- III. Fire Reimbursement Estimate (NMFD)
- IV. Fire Reimbursement Estimate (BIA)
- V. Fire Reimbursement Estimate (USFS)
- VI. De-Briefing Checklist
- VII. SW Interagency Fire Restrictions and Closures Decision Checklist

**EXHIBIT I**

**NOTIFICATION OF INITIAL ATTACK ACTION**

1. TO (Jurisdictional Agency):
2. FROM (Protecting Agency):
3. BY (Dispatcher):
4. INCIDENT NAME:
5. DATE OF DISCOVERY:
6. TIME OF DISCOVERY:
7. LAND STATUS:
8. LEGAL                      T:                      R:                      S:
9. LATITUDE:                      LONGITUDE:
10. GENERAL LOCATION:
11. SIZE:
12. COVER (Fuels):
13. GENERAL FIRE BEHAVIOR:
14. CAUSE:
15. RESOURCES RESPONDING:
16. DATE OF NOTIFICATION:
17. TIME OF NOTIFICATION:
18. ESTIMATED COST:
19. REMARKS:

**EXHIBIT II**

**NOTIFICATION OF AN ESCAPED FIRE**

1. TO (Jurisdictional Agency):
2. FROM (Protection Agency):
3. BY (Dispatcher):
4. FIRE NAME:
5. LEGAL                      T:                      R:                      S:
6. DATE OF ESCAPE:
7. TIME OF ESCAPE:
8. SIZE:
9. RECEIVED BY (Parent Agency):
10. DATE OF NOTIFICATION:

**EXHIBIT III**

**FIRE REIMBURSEMENT ESTIMATE**

**SEND TO:**  
State Forester  
New Mexico State Forestry Division  
P.O. Box 1948  
Santa Fe, New Mexico 87504-1948  
FAX: 505-476-3330

INCIDENT ORDER NUMBER \_\_\_\_\_  
STATE FIRE NUMBER \_\_\_\_\_  
FIRE NAME \_\_\_\_\_  
DATES OF INCIDENT \_\_\_\_\_

**AGENCY REQUESTING REIMBURSEMENT:**

\_\_\_\_\_ Billing Date \_\_\_\_\_  
\_\_\_\_\_ Date Payment Due \_\_\_\_\_

**ESTIMATED REIMBURSABLE SUPPRESSION COSTS**

- I. Payroll..... \$ \_\_\_\_\_
- II. Travel..... \$ \_\_\_\_\_
- III. Equipment (Attach copy of Resource Orders/IA Run Card)
  - A. Numbers & Types of Equipment \_\_\_\_\_ \$ \_\_\_\_\_
- IV. Aircraft (Attach copy of Resource Orders)
  - A. Fixed Wing \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Rotary \_\_\_\_\_ \$ \_\_\_\_\_
- V. Retardant (Attach copy of Resource Orders)
  - A. Fire Order Numbers \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Gallons of Retardant Delivered \_\_\_\_\_ \$ \_\_\_\_\_
- VI. Supplies (Attach copy of Resource Orders)
  - A. Cost of Supplies Shipped \_\_\_\_\_ \$ \_\_\_\_\_
- VII. Indirect Cost \_\_\_\_\_%..... \$ \_\_\_\_\_

If there are any questions pertaining to this reimbursement request, who should be contacted?

NAME \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

**EXHIBIT IV**

**FIRE REIMBURSEMENT ESTIMATE**

**SEND TO:**  
Regional Forester  
BIA New Mexico,  
Southwest Regional Office  
P.O. Box 26567  
Albuquerque, New Mexico 87125  
FAX: 505-346-7536

INCIDENT ORDER NUMBER \_\_\_\_\_  
FIRE NUMBER \_\_\_\_\_  
FIRE NAME \_\_\_\_\_  
DATES OF INCIDENT \_\_\_\_\_

**AGENCY REQUESTING REIMBURSEMENT:**

\_\_\_\_\_ Billing Date \_\_\_\_\_  
\_\_\_\_\_ Date Payment Due \_\_\_\_\_

**ESTIMATED REIMBURSABLE SUPPRESSION COSTS**

- I. Payroll..... \$ \_\_\_\_\_
- II. Travel..... \$ \_\_\_\_\_
- III. Equipment (Attach copy of Resource Orders/IA Run Card)
  - A. Numbers & Types of Equipment \_\_\_\_\_ \$ \_\_\_\_\_
- IV. Aircraft (Attach copy of Resource Orders)
  - A. Fixed Wing \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Rotary \_\_\_\_\_ \$ \_\_\_\_\_
- V. Retardant (Attach copy of Resource Orders)
  - A. Fire Order Numbers \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Gallons of Retardant Delivered \_\_\_\_\_ \$ \_\_\_\_\_
- VI. Supplies (Attach copy of Resource Orders)
  - A. Cost of Supplies Shipped \_\_\_\_\_ \$ \_\_\_\_\_
- VII. Indirect Cost \_\_\_\_\_%..... \$ \_\_\_\_\_

If there are any questions pertaining to this reimbursement request, who should be contacted?

NAME \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

**EXHIBIT V**

**FIRE REIMBURSEMENT ESTIMATE**

SEND TO:  
Cibola National Forest  
Budget and Finance  
2113 Osuna Road NE Suite A  
Albuquerque, New Mexico 87133

INCIDENT ORDER NUMBER \_\_\_\_\_  
FIRE NUMBER \_\_\_\_\_  
FIRE NAME \_\_\_\_\_  
DATES OF INCIDENT \_\_\_\_\_

AGENCY REQUESTING REIMBURSEMENT:

\_\_\_\_\_ Billing Date \_\_\_\_\_  
\_\_\_\_\_ Date Payment Due \_\_\_\_\_

**ESTIMATED REIMBURSABLE SUPPRESSION COSTS**

- I. Payroll..... \$ \_\_\_\_\_
- II. Travel..... \$ \_\_\_\_\_
- III. Equipment (Attach copy of Resource Orders/IA Run Card)
  - A. Numbers & Types of Equipment \_\_\_\_\_ \$ \_\_\_\_\_
- IV. Aircraft (Attach copy of Resource Orders)
  - A. Fixed Wing \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Rotary \_\_\_\_\_ \$ \_\_\_\_\_
- V. Retardant (Attach copy of Resource Orders)
  - A. Fire Order Numbers \_\_\_\_\_ \$ \_\_\_\_\_
  - B. Gallons of Retardant Delivered \_\_\_\_\_ \$ \_\_\_\_\_
- VI. Supplies (Attach copy of Resource Orders)
  - A. Cost of Supplies Shipped \_\_\_\_\_ \$ \_\_\_\_\_
- VII. Indirect Cost \_\_\_\_\_% \_\_\_\_\_ \$ \_\_\_\_\_

If there are any questions pertaining to this reimbursement request, who should be contacted?

NAME \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

**EXHIBIT VI**  
De-Briefing Checklist for  
Albuquerque Zone Incidents

Incident Name \_\_\_\_\_

Date \_\_\_\_\_

Mobilization

Incident Size-up

Incident Command

- IC identified
- Strategy & Objectives
- Tactical assignments
- Span of control
- Effective or non-effective performance
- Barriers encountered & how they were handled
- Actions that were not SOP or presented safety problems

Communications

- Dispatch/ABC
- Cooperators
- Frequencies

Service/Support

- Cooperators
- Resources available to order
- Aviation operations
- Dispatch/ABZ
- Logistics, meals, supplies
- Weather forecasts

Risk Management/situational awareness

- Known hazards & risk identified
- Control measures implemented to eliminate hazards/reduce risk identified
- LCES and Anchor point
- Aviation risk management
- Disengagement

Determine **lessons learned** & how to apply them in the future.

# SW INTERAGENCY Fire Restrictions and Closure Decision Checklist

**Zone:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*The following are questions to be considered when contemplating a fire restriction and/or closure. The factors that form the basis for the decision should be documented.*

## 1. What is the predicted fire potential for the next several weeks?

- Is the Southwest Area 7 Day Significant Fire Potential Outlook showing consistently 'Very Dry' fuels (brown color) or more than one 'High Risk' day (orange or red color) per week?

YES  NO

- Is the Southwest Area Monthly Outlook showing 'Above Normal' Significant Fire Potential (red color) over or near the unit(s) under consideration?

YES  NO

<http://gacc.nifc.gov/swcc/predictive/outlooks/outlooks.htm>

## 2. Is there an increase in number of fire starts? (Human vs. Natural) (Human – Cause Category)

- # of Human Starts: \_\_\_\_\_ Major Cause Category: \_\_\_\_\_
- # of Natural Starts: \_\_\_\_\_

## 3. What is the daily fire occurrence situation?

- Are there multiple starts?

YES  NO

- Are fire occurrences and associated control problems increasing or decreasing?

INCREASING  DECREASING

## 4. Are adequate fire resources available by Agency/Zone?

YES  NO

## 5. Are severity resources or funds requested/approved for local/zone agencies?

YES  NO

## 6. Is an increase/decrease in recreational visitor days, i.e., holidays and special events, expected?

YES  NO

If yes, example: \_\_\_\_\_

## 7. Are social, political or economic impacts expected?

YES  NO

If yes, explain: \_\_\_\_\_

## 8. Are there preparations for the next phase, whether that would be a higher level of restrictions, closures, or rescissions of an order?

YES  NO

If yes, explain: \_\_\_\_\_

Have you contacted the following individuals concerning area fire restrictions?

- Fire Prevention Officers: \_\_\_\_\_
- Public Affairs/Public Information Officers: \_\_\_\_\_
- Law Enforcement/Special Agents: \_\_\_\_\_
- Agency Administrators: \_\_\_\_\_
- Adjoining Zone(s) Board Chairs: \_\_\_\_\_

The following decision is based on the above criteria and Interagency discussions:

- Zone partners have decided not to go into restrictions at this time.

Additional notes: \_\_\_\_\_

- Zone partners including (list units) \_\_\_\_\_

\_\_\_\_\_ will go into (Stage 1/2/3 Restrictions or Partial/Full Closure) \_\_\_\_\_ on (date) \_\_\_\_\_.

Each agency PAO will forward a copy of their restriction notice to katkinso@blm.gov for posting on the PLIA website for AZ and NM restrictions. A consolidated interagency zone news release will be prepared by (designate lead PAO) \_\_\_\_\_ and forwarded to agencies involved for approval on (date) \_\_\_\_\_, to be released to the media on (date – preferably mid-week) \_\_\_\_\_.

Additional notes: \_\_\_\_\_

Zone Board Chair Initials: \_\_\_\_\_

**ALBUQUERQUE ZONE  
OPERATING PLAN  
March 12, 2014**

APPROVED BY:

\_\_\_\_\_ DATE \_\_\_\_\_  
Line Officer Name and Title.

Unit: \_\_\_\_\_

Agency: \_\_\_\_\_