

## CHAPTER 20 OVERHEAD AND TEAMS

Personnel must be requested by the description found in the Wildland Fire Incident Management Field Guide, PMS 210, <https://www.nwcg.gov/publications/210> the National Incident Management System (NIMS) Wildland Fire Qualification System Guide, PMS 310-1, NFES 001414 or other agency approved qualifications guides.

### **National Incident Management System (NIMS) Positions**

Overhead positions listed in the National Incident Management System (NIMS) Wildland Fire Qualification System Guide, PMS 310-1.

This document is located at <https://www.nwcg.gov/publications/310-1>

Incident Qualifications and Certification System (IQCS) Position Codes

The Incident Qualifications and Certification System (IQCS) is an information management system that tracks training and certifications for Wildland Firefighters. For a complete list of all IQCS recognized Position Codes, refer to the Position Codes link at the following web site: <https://iqcs.nwcg.gov/>

### **Overhead Mobilization and Demobilization**

Units filling requests for personnel are responsible for ensuring all performance criteria are met. Requests will be processed as "fully qualified" unless "Trainee Acceptable" is selected as an inclusion in ROSS. The sending unit must designate a Flight Manager when two (2) or more personnel travel together to the same incident via non-commercial air transport.

Supplemental Fire Department Resources are overhead tied to a local fire department by general agreements that 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.

When mobilizing Supplemental Fire Department Resources outside of the fire district or mutual aid zone the following will apply:

Mobilization will follow established ordering procedures as identified in National, Geographic, and Local Mobilization Guides. Resources will be mobilized from the Host Dispatch Zone in which the department is located. Personnel will be provided a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction. Resource orders shall clearly indicate incident assignment, incident location, expected incident arrival time, and any additional special needs or equipment authorizations, e.g. cellular phones, laptops, and rental vehicles.

NICC will not accept requests for clerical, driver, or laborer positions. It is not cost effective to hire and transport such personnel when they are normally available from local sources.

If a request requires individuals to be self-sufficient for the duration of the assignment, they must be able to procure food, lodging, and local transportation.

**Name requests for suppression or all-hazard incidents should be rare and are appropriate only for highly specialized positions 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.

Name request for Geographic Area Priority Trainee positions will be justified within special needs as being approved by the Geographic Area Priority Training Coordinator and will be processed without delay.

Severity requests often involve strategic movement of resources from areas with lower fire potential. In these cases, name requests may be appropriate and are typically directed by agency managers.

Name requests charged to budgeted/programmed, non-suppression funds are acceptable and will be processed without delay.

All name requests not filled by the sending unit will be returned to the requesting unit by NICC as UTF.

Unless specifically excluded, ADs and private contractors will be accepted for suppression and severity orders.

Use of the THSP (Technical Specialist) position code is only appropriate when no other appropriate position code exists, and requires additional information describing the specialty be included with the request (e.g. THSP – Airspace Coordinator; or THSP – Duty Officer; or THSP – Air Resource Advisor).

During demobilization of resources, emphasis will be placed on having personnel home no later than 2200 hours local time. Occasionally, the availability of large transport aircraft will dictate timeframes during demobilization.

### **Interagency Wildland Fire Modules**

The primary mission of a Wildland Fire Module (WFM) is to provide an innovative, safe, highly mobile, logistically independent, and versatile fire module for wildland fire management and incident operations.

WFMs are highly skilled and versatile fire crews with a primary commitment to maintain fire's role as a natural ecological process. They provide technical and ecological based expertise in the areas of long term planning, ignitions, holding, suppression, prescribed fire preparation and implementation support, hazard fuels reduction, and fire effects monitoring.

Orders for Interagency Wildland Fire Modules will be placed through established ordering channels in ROSS using an Overhead Group Request; Module, Wildland Fire, Type 1 (WFM1) or Type 2 (WFM2) configured according to PMS 430 Interagency Standards for Wildfire Module Operations

For minimum module standards for national mobilization, see Interagency Standards for Fire and Aviation Operations, Chapter 13, Firefighter Training and Qualifications, Wildland Fire Modules at: <https://www.nifc.gov/PUBLICATIONS/redbook/2018/Chapter13.pdf> or PMS 430.

Interagency Standards for Wildland Fire Module Operations – Chapter 7 at: <https://www.nwcg.gov/publications/430>. As an interagency resource, the Wildland Fire Modules are available nationally throughout the fire season. Standard WFM configuration includes; one (1) module leader and six (6) to nine (9) module crewmembers.

If requested, WFMs can be configured and mobilized with less than the standard WFM configuration, but only after agreement between the requesting and sending units. Any negotiated configurations must be identified within the original request.

### **Wildland Fire Module Mobilization**

Geographic Areas will mobilize local Interagency Wildland Fire Modules internally. There are local unit agreements to share Wildland Fire Modules between bordering units in different Geographic Areas.

The Wildland Fire Module Leader will contact the ordering unit to discuss incident/project requirements.

### **Smokejumpers**

Smokejumpers primary mission is initial attack. All Initial Attack orders should be honored when smokejumpers are available. While most effective at providing rapid initial response, smokejumpers are well equipped to respond to extended attack incidents and short-term critical need missions on large fires. Smokejumpers are normally configured by planeload, with each load ranging from eight to ten smokejumpers depending on aircraft type and smokejumper availability. Smokejumpers may be configured as crews (hand crew, engine crew, or helitack crew) or as single-resource overhead for Incident Command System positions. Concurrence with NICC must be obtained prior to configuring smokejumpers as crews or modules for extended attack operations.

Geographic Areas will inform NICC of the establishment of smokejumper spike bases.

There are two primary methods for ordering smokejumpers, booster load/individual smokejumper or initial attack load (See Chapter 50). The type of order should be predicated on immediate need or augmentation.

Smokejumper boosters are utilized to increase smokejumper capability at a base or within a Geographic Area. Booster requests should be based on current and/or expected fire activity with an understanding that boosters should be released back to home unit(s) or made available to higher activity areas if activity does not develop at receiving unit.

Boosters are ordered by individual Overhead requests and can be filled from one or multiple bases. Assignment duration can be for any time up to 14 days with extensions negotiated between the sending and receiving units subject to NICC concurrence. Booster requests may specify a desired delivery system (round or square parachutes). Smokejumper aircraft must be ordered separately if the aircraft is needed beyond delivery of the smokejumpers. NICC, GACCs, and local dispatch centers should communicate with the hosting and potential sending smokejumper base(s) before the order(s) are placed and filled.

### Smokejumper Numbers

Planned staffing includes 479 smokejumpers at the following locations (actual fire season numbers may vary):

BLM Alaska	(Fairbanks)	73
BLM Great Basin	(Boise)	81
FS Region 1	(Missoula)	74
	(Grangeville)	31
	(West Yellowstone)	30
FS Region 4	(McCall)	70
FS Region 5	(Redding)	40
FS Region 6	(N. Cascade)	30
	(Redmond)	50

Daily availability is updated throughout the fire season and is posted at the following website:  
<https://www.nifc.gov/smokejumper/reports/smj rpt.php>

### Pilots – Lead Plane, Aerial Supervision Module and Smokejumper

For a complete list of Lead Plane, Aerial Supervision Module and Smokejumper pilot qualifications, refer to the following web site:

[https://www.nifc.gov/nicc/logistics/aviation/Lead\\_Planes.pdf](https://www.nifc.gov/nicc/logistics/aviation/Lead_Planes.pdf)

### Helicopter Module

Call-When-Needed (CWN) helicopters will be managed by a qualified Helicopter Manager (HMGB) and qualified Helicopter Crew Members (HECM); when combined they function as a helicopter module.

TYPE HELICOPTER	FAA STANDARD / TRANSPORT CATEGORY	FAA Standard Category Temporarily Designated for Limited Use	FAA Standard Category Permanently Designated for Limited Use or FAA Restricted Category
1	Manager plus Four (4) Helicopter Crewmembers	Manager only	Manager only
2	Manager plus Three (3) Helicopter Crewmembers	Manager only	Manager only
3	Manager plus Two (2) Helicopter Crewmembers	Manager only	Manager only

CWN Helicopter and Module must meet up away from Incident(s) or Fire Operations. The minimum required staffing levels must be filled with fully qualified personnel. Trainees may be ordered in addition to the standard module configuration.

Units requesting helicopter modules for Call-When-Needed helicopters will do so using an Overhead (O) support request for each position. Helicopter module requests should be coordinated with anticipated helicopter delivery time and location. Ordering a helicopter module for a CWN helicopter is not automatic. Ordering units should attempt to fill helicopter module positions internally first.

If the intended use is for initial attack, the HMGB request must specify that a fitness level of arduous is required. Any other qualification requirements (ICT4, etc.) must also be specified.

If helicopter personnel/modules are required to arrive with special needed items (flight helmets, radios, etc.), it must be specified at the time of request.

### **Helicopter Rappellers**

The USDA Forest Service operates 12 rappel bases nationally in Regions 1, 4, 5, and 6. Each base utilizes Bell medium helicopters, and generally operates from May through October.

Rappellers' primary mission is initial attack. When Rappellers are needed for initial attack with aircraft, they are to be requested in ROSS as "Load, Rappeller, Initial Attack" on an Aircraft request. Additional mission specific information should be documented on the resource order. When ordered for initial attack, Rappellers will be self-sufficient for 36 hours after deployment on an incident and are assigned to the user unit until released.

Rappel boosters will be ordered by individual Overhead requests. Any additional support needs may be documented on the resource order.

### **Rappeller Numbers**

Planned staffing includes 296 Rappellers at the following locations (actual fire season numbers may vary):

FS Region 1	(Gallatin, MT)	16
	(Libby, MT)	15
FS Region 4	(Boise, ID)	16
	(New Meadows, ID)	30
	(Salmon, ID)	45
FS Region 5	(Fort Jones, CA)	21
	(Prather, CA)	16
FS Region 6	(Grants Pass, OR)	21
	(John Day, OR)	26
	(Prineville, OR)	23
	(La Grande, OR)	40
	(Wenatchee, WA)	27

### **Non-Standard Overhead Groups**

The generic overhead catalog items “module, fuels” or “module, suppression” will be used to order non-standard overhead groups. All requests for these catalog items will be placed through established ordering channels using an Overhead Group Request. Length of assignment rules apply to all non-standard overhead groups.

When ordered as a non-standard overhead group, “module, fuels” or “module, suppression,” individuals requested must reside within one geographic area. At the discretion of the sending Geographic Area center manager, modules may be comprised of individuals from multiple host units within the Geographic Area.

Units may name request individual overhead positions from various geographic areas following standard ordering procedures for overhead requests and upon arrival, create modules locally based on mobilization needs and priorities.

### **Communications Coordinator (COMC)**

A Communications Coordinator must be assigned when a second 4390 Starter System is assigned to any incident within a one hundred (100) mile radius of the first assigned 4390 Starter System. The Communications Coordinator should be requested as a name requested position. The GACC will coordinate filling the request with the National Incident Radio Support Cache (NIRSC) in Boise, ID by calling the National Communications Duty Officer (CDO) at 208-387-5644. Rental vehicle, lap top computer and cellular phone should be authorized when placing the request.

It is important that this position be ordered as early as possible to alleviate the possibility of frequency conflicts during multi-incident situations.

### **Duties and Responsibilities:**

- Manage the allocation of communications resources at the Geographic Area level. This includes communications equipment, personnel, and associated supplies. The COMC provides support to the assigned Geographic Area and reports daily to the NIFC Communications Duty Officer (CDO). The COMC will not be assigned to specific incidents or to an Area Command Team. Situations may occur when communications coordination is required between multiple Geographic Areas. Under these circumstances, a COMC may be assigned to a NICC Resource Order to provide overall coordination and support to COMCs assigned to the affected Geographic Areas.
- Manage the frequency resources for all incidents under assigned jurisdiction. This includes all frequencies for ground tactical, command, logistics, and air operations.

**NOTE:** During complex or multiple fire situations, the COMC will request additional qualified personnel to be assigned as field COMCs. Any situation involving complex air operations will require that a COMC be requested a specifically for air operations.

- Maintains an accurate inventory of all communications equipment assigned to incidents under their control.
- Keep current on the availability of communications resources for future Geographic Area and National requirements. The COMC should be current with procedures needed to obtain such resources.

- Provide problem-solving recommendations and advice on communications issues to the respective Geographic Area Coordinators, the Area Command Teams, and/or to Incident Management Teams within a complex or single incident. National, as well as Geographic Area priorities will be considered when making recommendations and/or providing advice.
- Assist incidents with communication system design and in obtaining specialized communications equipment.

### **Flight Manager**

A Flight Manager will be designated for point-to-point flights transporting personnel. The Flight Manager is a government employee that is responsible for coordinating, managing, and supervising flight operations. The Flight Manager is not required to be on board for most flights. For those flights that have multiple legs or are complex in nature, a Flight Manager should attend the entire flight. The Flight Manager will meet the qualification standard for the level of mission assigned as set forth in the Interagency Aviation Training Guide (IAT). The Flight Manager is supervised by the Sending Unit dispatcher until the destination is reached. The Flight Manager duties are:

- Brief the traveling personnel providing an overview of travel purpose and final destination, route of travel, intermediate stops, if applicable, and estimated time(s) of arrival (ETAs).
- Ensure the passenger manifest is accurate and contains the correct names and weights of the passengers. Note: The pilot is ultimately responsible for ensuring correct weights, balance and power computations. The Flight Manager will provide one copy of the manifest to the pilot-in-command and ensure that additional copies are available for the receiving unit and the sending dispatcher.
- Ensure proper Resource Tracking procedures are met. The NICC Flight Following telephone number is 1-800-994-6312.
- Ensure passenger aircraft safety briefing is conducted.
- Maintain a current list of telephone numbers for the sending and receiving units. The Flight Manager will contact the sending unit dispatch when the flight plan has deviated more than 30 minutes from the original flight plan.
- Have all personnel within the weight limitations, assembled, and ready to board in the designated staging area.
- Ensure the pilot and aircraft are currently authorized for the intended mission and the pilot-in-command can verify the aircraft is within weight and balance limitations.
- Responsible for signing the Daily Flight Report – Invoices (Form 6500-122 or AMD-23) for all flights (except for domestic air carriers, airlines, and NIFC contract aircraft).
- For Canadian travel, the Flight Manager will ensure proper documentation is included, as outlined in the Canadian/United States Operating Agreement.

### **Incident Meteorologist (IMET)**

Whenever a Geographic Area mobilizes a Type 1 Interagency Incident Management Team, the Geographic Area will provide an IMET who will be assigned to the incident. Certain situations could develop where an IMET is not needed for each incident, such as when two (2) or more incidents are in close proximity to each other. In these cases, one (1) or more IMETs could be shared by the incidents.

IMET status will be maintained by the respective Geographic Area in ROSS. Status will include updated contact information, the home jetport, individual qualifications, and current availability.

When an IMET is needed for an incident, the request will be placed up to the GACC. The GACC will contact the NWS National Fire Weather Operations Coordinator (NFWOC) (Larry Van Bussum, or acting) by calling the NWS Incident Response Desk at 877-323-IMET (4638).

The NFWOC will then identify the name and location of the available IMET to fill the ordering incidents IMET request. If the available IMET is located within the Geographic Area where the incident is located, the IMET will be ordered by name request and internally mobilized using established procedures. If the available IMET is located in another Geographic Area, the IMET request will be placed to the National Interagency Coordination Center (NICC) as a name request using established procedures. NICC will place the IMET request to the appropriate Geographic Area to be filled.

When the NWS cannot provide transportation, the sending dispatch office is responsible for arranging and providing mobilization needed for the IMET and any required equipment to the incident. The incident or incidents host agency is responsible for arranging and providing demobilization needed for the release of the IMET and required equipment back to the home unit.

The IMET is a single resource covered under a reimbursable agreement between the Wildland Fire Agencies and the Department of Commerce, NOAA-NWS. Standard NWS equipment that is essential to on-site meteorological support is mobilized with each IMET, no additional resource order requests are necessary. Standard NWS equipment does not require additional ordering by the incident. Basic standard NWS equipment includes:

- Laptop computer
- Printer
- Mobile satellite setup and setup tools
- Cellular telephone
- Agency or rental vehicle appropriate for off-pavement use
- Miscellaneous office supplies

Reimbursement of costs associated with utilization of Standard NWS equipment such as cell phone usage charges, satellite communication charges, and four-wheel drive SUV, pickup or similar rental vehicle to travel to incident locations with their equipment (including remote locations) is authorized under section V., part B item 4 of the Interagency Agreement for Meteorological and Other Technical Services. Damages, failure, and daily wear incurred to standard equipment during an assignment are also eligible for reimbursement.



## **Cache Support Positions**

These positions are available to assist fire caches during periods of high activity or when shortages of locally trained personnel hinder cache operations.

CASC – Cache Supply Clerk

CAST – Cache (Supply) Clerk Supervisory

CDSP – Cache Demobilization Specialist

FLOP – Fork Lift Operator

WHHR – Warehouse Materials Handler

WHLR – Warehouse Materials Handler Leader

WHMG – Warehouse Manager

National Incident Supply Cache (NISC) responders are expected to be equipped with NAP credentials and knowledge of the Incident Cache Business System (ICBS).

## **National Incident Management Teams**

Teams will be ordered by type using an Overhead Group request in ROSS.

### **Interagency Incident Management Teams (IMTs)**

Incident Management Teams will be ordered by type (Type 1, Type 2 and NIMO). National Type 1 IMTs will be mobilized according to the National call-out procedures from the National rotation managed by NICC. Geographic Area Type 2 IMTs will be mobilized according to Geographic Area policy, with the following exception: Geographic Area Type 2 IMTs that have been ordered through NICC for staging within a Geographic Area will be prioritized and assigned to any new Federal Type 2 incident within that Area, or when a replacement team is needed within that Area.

IMTs will be requested through established ordering channels. Incident Commanders shall make notification to the receiving Geographic Area through established ordering channels of any position shortages, or when their team configuration differs from the standard configuration.

The primary mission of IMTs is wildfire incident management. IMTs may respond to all-hazard incidents under the following guidelines:

- Planned events should be managed internally by the respective agency.
- The planned length of assignment should not exceed fourteen (14) days without negotiated approval from the sending Geographic Area and NICC.

A Federal Emergency Management Agency (FEMA) mobilization under the National Response Framework (NRF) will be accomplished according to the National call-out procedures. The standard length of assignment of fourteen (14) days may be extended up to thirty (30) days after negotiated approval between the Incident Commander and FEMA.

- Base hours for Federal employees, in most cases, are not reimbursed by FEMA. Overtime, premium pay, and travel expenses may be paid by FEMA.

### Type 1 IMTs

There are four (4) National Incident Management Organization Teams (NIMO).

There are sixteen (16) Type 1 IMTs. The Type 1 IMTs are dispersed as follows:

Northern Rockies	2	California	4
Rocky Basin	3	Alaska Northwest	3
Southwest	2		
Southern	2		

### IMT Configurations

IMTs ordered through NICC will be requested as either a long or a short team configuration. Any variation from the standard configuration is at the discretion of the requesting unit. The Deputy Incident Commander position is not mandatory. The Incident Commander positions on IMTs may only be filled by current agency employees. It is recommended that the following positions also be filled by current agency employees: Finance/Admin. Section Chief Type 1 or 2, Procurement Unit Leader, Comp/Claims Unit Leader, and Compensation-for-Injury Specialist. IMT configuration can be found at the following link:

[https://www.nifc.gov/nicc/logistics/teams/imt\\_configuration.pdf](https://www.nifc.gov/nicc/logistics/teams/imt_configuration.pdf)

In addition to the twenty (20) positions identified on the short team configuration, a maximum of six (6) IMT trainee positions will be mobilized with the team. In addition to the 44 positions identified in the long team configuration, a maximum of fourteen (14) trainee positions will be mobilized with the team. Long team configuration trainee positions include six (6) IMT trainee positions and eight (8) GACC priority trainees. When an IMT is mobilizing to an incident outside of their GACC, the GATR from the hosting GACC will work with the sending GATR to identify the eight (8) Geographic Area priority trainees that will be assigned to the IMT to achieve immediate IMT needs, provide valuable trainee opportunities and to support IMT succession planning.

Unless notified otherwise, trainees for both short and long team configurations will be mobilized for incidents on Federal lands.

### National Type 1 IMT Rotation Process

- Type 1 IMTs remain on-call for a maximum of seven (7) days.
- At the time (clock hour and day of the week) a Type 1 IMT from national rotation is requested, the next eligible Type 1 IMT in rotation will be notified and placed in two (2) hour call status and will remain in call status for the next seven (7) days. The next two (2) Type 1 IMTs in national rotation will also be notified of the schedule change. Geographic Areas unable to provide a Type 1 IMT when ordered for a national assignment will be listed as unavailable on the national rotation list and will not be considered until the designated slot rotates into position again.
- Geographic Areas with more than one (1) Type 1 IMT may decide which “eligible” team responds to a National call. Geographic Areas must pass if no “eligible” Type 1 IMT can meet the two (2) hour call.
- Type 1 IMTs will be considered unavailable for a National assignment if the primary Incident Commander is unavailable or it is necessary to have more than two (2) substitutes to

fill Command/General Staff positions. The Deputy Incident Commander may be allowed to take the team with Geographic Area Multi-Coordinating Group (GMAC) approval. Any deviation to the aforementioned availability and substitution principle must have GMAC and NMAC approval. An IMT that is not available for a National assignment will be listed as unavailable on the national rotation list.

- Within Round 1 of the national rotation, once a Type 1 IMT has been committed to an incident, either internally or nationally, it will remain ineligible for a National assignment until all Type 1 IMTs have had an assignment. Once all Type 1 IMTs have had an assignment within Round 1, the national rotation will begin Round 2, following the same procedures that applied in Round 1.

A committed Type 1 IMT that is reassigned to additional incidents prior to being demobilized to home unit will be counted as a single assignment within the round that the team was mobilized.

- Type 1 IMTs that are mobilized but do not actually receive an incident or staging assignment within 48 hours will remain eligible for National assignments in the current round of the National rotation.
- All assignments, internal or national, count as experience.
- Once a Type 1 IMT, mobilized from the National rotation is staged by NICC, that team will be prioritized and assigned when a Geographic Area requires a replacement team. Once a team has been staged by a Geographic Area, the team will be prioritized and assigned to any new incident within that Area, or when a replacement team is needed within the Area. If NICC receives another Type 1 IMT request, the first eligible Type 1 IMT in National rotation will be ordered.
- The Geographic Area will coordinate with NICC before reassigning an out-of-area Type 1 IMT to another incident.
- Geographic Areas with only one (1) Type 1 IMT may stand the team down for rest after coordination with NICC.
- The National Multi-Agency Coordinating Group (NMAC) retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.
- Teams mobilized in the previous calendar year and whose assignment extends into the new calendar year will not be shown as assigned in the new calendar year.
- When situations warrant, rationale is required by NMAC for assignment of Area Command, National Type 1 and 2 Incident Management Teams and NIMO Teams prior to mobilization. This includes internal assignments.

The National rotation and current assignment history for the Type 1 IMTs is maintained throughout the calendar year at web site:

[https://www.nifc.gov/nicc/logistics/teams/imt\\_rotate.pdf](https://www.nifc.gov/nicc/logistics/teams/imt_rotate.pdf)

## **NIMO Incident Management Team Type of Assignments**

The following criteria will be considered in determining appropriate assignments for NIMO:

- Wildland Fire - NIMO Teams may be ordered for managing wildland fire. This is not limited to Type 1 or 2 wildfires, but may also be appropriate for multiple Type 3 fires for developing personnel capability as mentors, trainers, and evaluators.
  - Trigger Points
    - Multiple ignitions within a GACC
    - Agency Administrator requesting additional support
- Fire is Type 2 complexity with potential for Type 1 (NIMO Team is assigned and Type 2 IMT remains integrated and in support and/or obtains Type 1 training and experience)
- Long Duration Incidents - A NIMO Team may be assigned to fires that are expected to last for several weeks or as the “second” team in to bring incidents to their conclusion.
  - Trigger Points
    - Incident is projected to last more than fourteen (14) days
    - Agency Administrator’s request for additional support
    - Cost containment, WFSA/WFIP, Complexity Analysis, etc., indicates need for a non-traditional approach in managing the incident.
- Mission Specific Assignments
  - National/Geographic Area Operations Support
  - International Assignments
  - All Hazard
  - Fuels Management

Due to the nature of incidents that NIMO teams will be assigned to, team configuration may be negotiated by NMAC, the NIMO Coordinator, NIMO Incident Commander, and the requesting unit, up to the maximum number of positions. To increase personnel capacity and capability, trainees, apprentices, and/or technical specialists may be ordered for any or all positions.

### **National Area Command Team**

There are three (3) Area Command Teams. They are dispersed as follows:

Northwest	1
Great Basin	2

National Area Command Teams will be mobilized according to the National call-out procedures from the National Area Command Team rotation managed by NICC. Orders for National Area Command Teams will be placed through established ordering channels using an Overhead Group Request to NICC.

### **National Area Command Team Configuration**

National Area Command Teams are comprised of six (6) positions: four (4) specific and two (2) trainees identified by the Area Commander. The Area Commander position may only be filled by a current agency employee.

ACDR	Area Commander
ACPC	Assistant Area Commander, Planning
ACLCL	Assistant Area Commander, Logistics
ACAC	Area Command Aviation Coordinator
	Area Command trainees (2 each)

Depending on the complexity of the interface between the incidents, specialists in other areas such as aviation safety, information, long term fire planning, risk planning may also be assigned.

### **National Area Command Team Rotation Process**

- National Area Command Teams remain on-call for a maximum of fourteen (14) days.
- At the time (clock hour and day of the week) an Area Command Team from National rotation is requested, the next eligible Area Command Team in rotation will be notified and placed in two (2) hour call status and will remain in call status for the next fourteen (14) days. The next two (2) National Area Command Teams in National rotation will also be notified of the schedule change.
- Substitutions of current Area Commanders/Deputy Area Commanders between teams and Command positions are permissible with prior coordination with NICC.
- Teams that receive an assignment will be out of the National rotation until all Area Command Teams have had an assignment.

The national rotation and current assignment history for the Area Command Teams is maintained throughout the calendar year at web site:

[https://www.nifc.gov/nicc/logistics/teams/area\\_rotate.pdf](https://www.nifc.gov/nicc/logistics/teams/area_rotate.pdf).

### **Incident Support Teams**

Teams will be ordered using an Overhead Group request in ROSS, with the exception of Aviation Safety Assistance Teams.

Overhead requests for specialized team member of nonstandard teams, such as After Action Review teams, will be placed as Technical Specialist (THSP).

## National Interagency Buying Teams (BUYT)

There are twelve (12) National Interagency Buying Teams. The teams are dispersed as follows.

Northern Rockies	1
Great Basin	1
Rocky Mountain	1
Eastern	2
Southwest	1
California	2
Northwest	1
Southern	2
Alaska	1

National Interagency Buying Teams will be mobilized according to the National call-out procedures from the National Interagency BUYT Rotation managed by NICC. Orders for BUYTs will be placed through established ordering channels using an Overhead Group Request.

The primary mission of a BUYT is to support the local administrative staff with incident acquisition. In addition, the BUYT Leader has the responsibility for coordinating property accountability with the Supply Unit Leader. Responsibilities and coordination of BUYTs can be found in the Interagency Incident Business Management Handbook in Chapter 20 and Chapter 40.

BUYTs should not be utilized as de facto payment teams. Incident host agencies should order an Review, Audit, Process Team if the situation warrants.

BUYTs are ordered by the incident host agency and report to the agency administrator or other designated incident agency personnel. Buying teams work with the local administrative staff to support the incident acquisition effort. Geographic Areas will internally mobilize their National Buying Teams, local Geographic Area buying teams, or ad-hoc buying teams before requesting a National Interagency Buying Team from NICC. National BUYTs are mobilized according to National Call-Out Procedures.

### BUYT Configuration

National Interagency BUYTs are comprised of a leader and six team members. One of the six members may be assigned as an assistant or deputy leader. In addition to the seven-member team, personnel from the incident host agency or alternate buying team members may be added as needed, to supplement the primary team. One (1) member of the team must be a Contracting Officer. National Interagency BUYTs will consist of the following positions:

- Two (2) qualified procurement personnel.
- Four (4) personnel support positions.
- One (1) procurement or leader trainee.

**BUYTs Rotation Process**

- BUYTs will remain on-call for a maximum fourteen (14) days.
- At the time (clock hour and day of week) a BUYT from the BUYT Rotation list is requested, the next eligible BUYT in rotation will be notified and will remain in call status for the next fourteen (14) day period. The next two (2) BUYTs in rotation will also be notified of the schedule change. Geographic Areas unable to provide a BUYT when ordered for a National assignment will be listed as unavailable on the BUYT Rotation and will not be considered until the designated Geographic Area slot rotates into position again.
- Geographic Areas with more than one (1) BUYT may decide which “eligible” team responds to a National call. Geographic Areas must pass if no “eligible” BUYT can meet the needed date/time of the request. BUYTs will be considered unavailable for a National assignment if more than two (2) procurement or support positions are to be filled with a substitute.
- The National Interagency Multi-Agency Coordinating Group (NMAC) retains the authority to adjust the BUYT Rotation list when necessary to achieve team experience objectives or for other reasons.

The National rotation and current assignment history can be found at the following web site: [https://www.nifc.gov/nicc/logistics/teams/buy\\_rotate.pdf](https://www.nifc.gov/nicc/logistics/teams/buy_rotate.pdf).

**Review, Audit, Process Team (RAP)**

The NPS Administrative Payment Teams have now transitioned to NPS RAP (Review, Audit, Process) Teams. There are three RAP Teams that can either be ordered as a virtual team or mobilized to an incident to process DOI suppression invoices. If ordered as a virtual team, invoice packages can be sent via overnight mail to the team leader’s home unit or emailed to the team leader for auditing and processing. Once the incident invoices are audited and processed, the RAP Teams will input invoices directly into FBMS. This will ensure that incident vendors will receive prompt payment.

Requests for RAP Teams will be placed through established ordering channels using an Overhead Group Request.

**Review, Audit, Process Team Configuration**

At a minimum, NPS RAP Teams will consist of a team leader and two team members (THSPs). The actual team composition will be determined by the team leader and the ordering unit’s administrative staff based on the number of invoice packages to be audited and processed. For training and for succession management, the RAP Teams are also comprised of BLM and BIA employees.

### National RAP Team Schedule Process

- RAP Teams will remain on-call for a maximum fourteen (14) days.
- The schedule will change on alternate Tuesdays, at 2400 Mountain Time.

Team 1	Team 2	Team 3
Lisa Wilson – Team Leader	Janice Casper – Team Leader	Jamie Rinehart – Team Leader
1/3-1/16	1/17-1/30	1/31-2/13
2/14-2/27	2/28-3/13	3/14-3/27
3/28-4/10	4/11-4/24	4/25-5/8
5/9-5/22	5/23-6/5	6/6-6/19
6/20-7/3	7/4-7/17	7/18-7/31
8/1-8/14	8/15-8/28	8/29-9/11
9/12-9/25	9/26-10/9	10/10-10/23
10/24-11/6	11/7-11/20	11/21-12/4
12/5-12/18	12/19-1/1/19	

Team 1: Lisa Wilson CA-SBC OSCC, Riverside, CA

Team 2: Janice Casper CA-RICC ONCC, Redding, CA

Team 3: Jamie Rinehart CO-RMP RMCC, Lakewood, CO

- NPS RAP team co-coordinators: Danica Colley, 208-387-5296 or Christine Peters, 208-407-6558.

### Burned Area Emergency Response Team (BAER)

All wildland fire management agencies are responsible for taking immediate and effective post wildfire site and resource stabilization actions designed to protect life and property and prevent further natural and cultural resource degradation while ensuring all environmental and legal mandates are met. Burned Area Emergency Response is an integral part of wildfire incidents.

BAER team mobilization decisions are based on incident complexity and values to be protected. Less complex incidents will use local, regional, interagency, and contracted ad hoc BAER teams and resources. Bureaus coordinators maintain rosters of BAER personnel for less complex incidents.

The Department of the Interior (DOI) maintains one National BAER Team to assist field units plan for complex post-fire emergency stabilization. The National BAER Team is scalable in long and short configurations. It may be ordered as command and general staff, or ordered as individual resources. The full National BAER Team is dispatched to more difficult incidents involving extreme risks to human life and critical Federal assets. Potential floods, mud and debris flows, watershed/municipal water supplies, urban interface, and complex and multiple jurisdictions are the dispatch prioritization criteria issues factored into the mobilization decision. Less complex incidents will use local, regional, interagency, and contracted ad hoc BAER teams. Bureaus coordinators maintain rosters of BAER personnel for less complex incidents.



**Department of Interior**

- The Department of the Interior (DOI) maintains a National BAER Team to assist field units in planning for immediate post wildfire site emergency stabilization. National BAER Teams are dispatched to more complex BAER incidents involving extreme risks to human life and critical Federal assets. Potential floods, mud and debris flows, watershed/municipal water supplies, urban interface, and complex and multiple jurisdictions are the dispatch prioritization criteria issues factored into the mobilization decision.
- National Interagency BAER Team resources are mobilized through established ordering channels. The core strategic full national team will consist of thirteen positions and is organized per a National Standard Operating Guide. Dispatch of the full national team will be coordinated using Team Dispatch Prioritization criteria in consultation with the national coordinators. The National BAER Team is scalable in long and short configurations and may also be ordered as command and general staff, or ordered as individual resources.

**DOI National Burned Area Emergency Response Team Configuration**

The initial callout of the full DOI National BAER Team will consist of no more than thirteen (13) positions:

- One (1) BAER Team Leader
- One (1) Deputy BAER Team Leader
- One (1) BAER Environmental Specialist
- One (1) BAER Documentation Specialist
- Two (2) BAER Geographic Information Specialist (GIS)
- One (1) BAER Hydrologist
- One (1) BAER Soil Scientist
- One (1) BAER Geologist
- One (1) BAER Biologist
- One (1) BAER Forester
- One (1) BAER Cultural Resource Specialist
- One (1) BAER Botanist

**DOI Burned Area Emergency Response Team Mobilization Process**

The ordering unit must make contact with their agency Regional/State BAER Coordinator before placing an order for the National BAER team.

During National Preparedness Levels 1-3, the ordering unit's agency administrator will coordinate any potential full National BAER Team assignment with the concurrence of the agency National BAER Coordinator and National Interagency BAER Team Leader, after making contact with their agency regional/state BAER coordinator.

During National Preparedness Levels 4-5, full national BAER Team assignments will be coordinated through the National BAER Coordinators with the concurrence of the National Multi-Agency Coordination Group (NMAC), after making contact with their agency regional/state BAER coordinator.

NICC will notify the National BAER Coordinator-in-charge for any National BAER Team call-out (in order of contact):

Lou Ballard (National Coordinator)	FWS	208-387-5584
Rich Schwab (National Coordinator)	NPS	202-513-7129
Darryl Martinez (Acting National Coordinator)	BIA	505-563-3369
James Bowmer (Acting National Coordinator)	BLM	202-912-7220

### **USDA Forest Service**

- The USDA Forest Service (FS) maintains BAER teams at the local units. BAER personnel are dispatched at the local unit.

### **National Fire Prevention and Education Teams (NFPET)**

The mission of National Fire Prevention and Education Teams (NFPETs) is to provide unit and agency managers with skilled and mobile personnel which have the ability to supplement or enhance ongoing local wildfire prevention and education activities, where hazard or risk is, or is expected to be, elevated above normal. Ordering NFPETs for normal, routine, or project work should be discouraged.

Teams are highly effective in their ability to reduce unwanted human-caused wildland ignitions and are equipped to rapidly complete on-site prevention assessments and plans, initiate implementation of such plans, and to begin immediate prevention and education activities.

### **NFPET Configuration**

A basic team is composed of three personnel with these minimum qualifications:

- PETL – Fire Prevention Education Team Leader
- PETM – Fire Prevention Education Team Member

PIO2 – Public Information Officer Type 2 Actual team composition may include additional support positions, as determined jointly by the team leader and the ordering unit, on a case-by-case basis, based on the team’s anticipated tasking.

The assignment of PETL and PETM trainees is encouraged. If the use of trainees is authorized by the ordering unit, priority for assignment is to be given to trainees selected by the team’s NFPET Geographic Area Coordinator or the ordering unit’s Geographic Area priority trainee program, where applicable.

Requests for National Fire Prevention and Education Teams will be placed through established ordering channels in ROSS using an Overhead Group Request. The NFPET Geographic Area Coordinators listed below will work with Geographic Area Coordination Centers to fill team orders.

**NFPET Coordinators**

<b>Geographic Area</b>	<b>Geographic Area Coordinator</b>	<b>Alternate</b>
Great Basin	Julie Campbell Work: (801) 625-5718 Cell: (801) 389-3200 <a href="mailto:jcampbell@fs.fed.us">jcampbell@fs.fed.us</a>	
Eastern	Maureen Brooks Work: (610) 557-4146 Cell: (610) 742-7614 <a href="mailto:mtbrooks@fs.fed.us">mtbrooks@fs.fed.us</a>	
Northern Rockies	Rita Chandler Work: (406) 329-3409 Cell: (406) 370-0000 <a href="mailto:rgchandler@fs.fed.us">rgchandler@fs.fed.us</a>	
Northwest	Lauren C. Maloney Work: (503) 808-6587 Cell: (503) 329-3068 <a href="mailto:lmaloney@blm.gov">lmaloney@blm.gov</a>	Karen Curtiss Work: (541) 383-5583 Cell: (541) 480-8246 <a href="mailto:kcurtiss@fs.fed.us">kcurtiss@fs.fed.us</a>
California	Barb Geringer-Frazier Work: (707) 562-9167 Cell: (707) 656-6080 <a href="mailto:bgeringerfrazier@fs.fed.us">bgeringerfrazier@fs.fed.us</a>	
Rocky Mountain	Carmen Thomason Work: (307) 775-6020 Cell: (307) 331-3103 <a href="mailto:cthomaso@blm.gov">cthomaso@blm.gov</a>	Sheryl Page Work: (719) 553-1638 Cell: (303) 809-9860 <a href="mailto:slpage@fs.fed.us">slpage@fs.fed.us</a>

<b>Geographic Area</b>	<b>Geographic Area Coordinator</b>	<b>Alternate</b>
Southern	Lex Gabaldo Work: (404) 347-3734 Cell: (775) 443-7145 <a href="mailto:agabaldo@fs.fed.us">agabaldo@fs.fed.us</a>	Paul Gellerstedt Work: (404) 347-7626 Cell: (303) 809-9860 <a href="mailto:pgellerstedt@fs.fed.us">pgellerstedt@fs.fed.us</a>
Southwest	Dennis Fiore Work: (505) 842-3203 Cell: (505) 270-9666 <a href="mailto:djfiore@fs.fed.us">djfiore@fs.fed.us</a>	
National	Gwen Beavans Work: (202) 205-1488 Cell: (404) 561-2643 <a href="mailto:gbeavans@fs.fed.us">gbeavans@fs.fed.us</a>	

### **Wildland Fire and Aviation Safety Teams (FAST)**

Wildland Fire and Aviation Safety Teams assist Agency Administrators during periods of high fire activity by assessing policy, rules, regulations, and management oversight relating to operational issues. They can also provide the following:

- Guidance to ensure fire and aviation programs are conducted safely.
- Review compliance with Occupational Safety and Health Administration (OSHA) abatement plans, reports, reviews, and evaluations.
- Review compliance with Interagency Standards for Fire and Aviation Operations.

Wildland FASTs can be requested to conduct reviews at the local, state, and geographical levels. If a more comprehensive review is required, a National FAST can be ordered through established ordering channels to NICC using an Overhead Group request.

Wildland FASTs will be chartered by their respective Geographic Area Multi-Agency Coordinating Group (GMAC), with a delegation of authority, and report back to the GMAC.

The team's report includes an executive summary, purpose, objectives, methods and procedures, findings, recommendations, follow-up actions (immediate, long-term, and national issues), and a letter delegating authority for the review. As follow-up, the team will gather and review all reports prior to the end of the calendar year to ensure identified corrective actions have been taken. FAST reports should be submitted to the Geographic Area, with a copy to the Federal Fire and Aviation Safety Team (FFAST) within thirty (30) days.

### **FAST Configuration**

FASTs include a Team Leader, who is either an Agency Administrator or Fire Program Lead with previous experience as a FAST member; a Safety and Health Manager; and other members with a mix of skills from Fire and Aviation Management.

**FAST Mobilization Process**

FASTs are requested through established ordering channels to the GACCs, for reviews at the local, State/Regional or Geographic Area level. If a more comprehensive review is required, a National FAST can be ordered through NICC. FASTs are ordered using an Overhead Group request.

**Aviation Safety and Assistance Team (ASAT)**

Aviation Safety and Assistance Teams enhance safe, efficient, and effective aviation operations. An ASAT provides assistance to unit and aviation managers, flight crews, and incident management teams for increasing, ongoing or declining incident aviation activity. ASATs assist and review helicopter and/or fixed wing operations on wildland fires. During high levels of aviation activity, it is advisable to request an ASAT.

If an ASAT cannot be filled internally, the request may be placed with NICC through established ordering channels using individual overhead requests. ASATs receive an assignment briefing with management concerns and/or issues identified in a letter delegating authority, which establishes the roles of the team and its expectations. The teams will provide daily feedback to the person(s) identified in the delegation of authority. Teams will conduct an exit briefing and will provide a written report prior to demobilization.

**ASAT Configuration**

The following configuration, or a similar combination of positions based upon the needs of the ordering unit, will be used when ordering an ASAT.

- THSP – Aviation Safety Manager
- THSP – Operations Specialist (helicopter and/or fixed wing)
- THSP – Pilot Inspector
- THSP – Maintenance Inspector (optional)
- THSP – Avionics Maintenance Inspector (optional)
- Aircraft Dispatcher (optional)

**ASAT Mobilization Process**

ASAT members are requested through established ordering channels to the GACC.

**Serious Accident Investigation Teams (SAIT)**

Serious Accident Investigation Teams are mobilized to investigate serious wildland fire accidents. Serious wildland fire accidents are defined in the Interagency Standards for Fire and Fire Aviation Operations, Chapter 18. Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members mobilized through established ordering channels will be placed using individual overhead requests.

**Normal SAIT Configuration is as follows:**

- THSP – Team Leader
- THSP – Chief Investigator
- THSP – Advisor/Safety Manager
- THSP – Interagency Representative
- THSP – Subject Matter Expert (experienced in specialized occupation)
- PIO – Public Information Officer

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