

## CHAPTER 20 OVERHEAD AND TEAMS

Personnel must be requested by the description found in the (NWCG) Standards for Wildland Fire Position Qualifications, PMS 310-1 or other agency approved qualifications guides.

### **Standards for Wildland Fire Position Qualifications**

Overhead positions are listed in the (NWCG) Standards for Wildland Fire Position Qualifications, PMS 310-1

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

The Incident Qualifications and Certification System (IQCS), and the Incident Qualification System (IQS) are information management systems that track training and certifications for Wildland Firefighters. For a complete list of all NWCG recognized Position Codes, refer to the Position Codes link at the following web site: <https://www.nwcg.gov/positions>

### **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 Required/Acceptable" is selected as an inclusion in IROC. 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 provided by a local fire department through agreements and 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 (laptops, and rental vehicles).

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.

### **Overhead Name Requests**

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 or compacts). The ordering unit must confirm availability for the individual being requested prior to placing the request. All name requests must include the individual's current dispatch location.

Document name request justification, for all name requested resources, on the resource order form.

Name requests charged to budgeted/programmed, non-suppression funds are acceptable and will be processed during normal business hours.

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

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.

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 (THSP – Duty Officer; or THSP – Air Resource Advisor).

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

### **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 IROC using an Overhead Group Request; Module, Wildland Fire, Type 1 (WFM1) or Type 2 (WFM2) configured according to PMS 430 (NWCG) Standards for Wildfire Module Operations: <https://www.nwcg.gov/sites/default/files/publications/pms430.pdf>

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/policies/pol\\_ref\\_redbook.html](https://www.nifc.gov/policies/pol_ref_redbook.html).

(NWCG) Standards for Wildland Fire Module Operations – Chapter 7 at: <https://www.nwcg.gov/sites/default/files/publications/pms430.pdf>.

As an interagency resource, the Wildland Fire Modules are available nationally throughout the fire season. Standard WFM configuration includes:

(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 will 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 or hosting 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. 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 smokejumper. 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 480 smokejumpers at the following locations (actual fire season numbers may vary):

|                     |                    |    |
|---------------------|--------------------|----|
| BLM Alaska          | (Fairbanks)        | 75 |
| BLM Great Basin     | (Boise)            | 75 |
| FS Northern Rockies | (Missoula)         | 70 |
|                     | (Grangeville)      | 30 |
|                     | (West Yellowstone) | 30 |
| FS Great Basin      | (McCall)           | 70 |
| FS North Ops        | (Redding)          | 50 |
| FS Northwest        | (N. Cascade)       | 30 |
|                     | (Redmond)          | 50 |

Satellite bases may be activated based on fire activity.

Daily availability is updated throughout the fire season and is posted at the following link:

<https://www.nifc.gov/smokejumper/reports/smj rpt.php>

For a list of smokejumper aircraft refer to the following link:

[https://www.nifc.gov/nicc/logistics/aviation/Smokejumper\\_Aircraft.pdf](https://www.nifc.gov/nicc/logistics/aviation/Smokejumper_Aircraft.pdf)

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 link:

[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.

| <b>TYPE<br/>HELICOPTER</b>   | <b>FAA STANDARD /<br/>TRANSPORT<br/>CATEGORY</b> | <b>FAA Standard Category<br/>Temporarily Designated<br/>for Limited Use</b> | <b>FAA Standard Category<br/>Permanently Designated<br/>for Limited Use <u>or</u> FAA<br/>Restricted Category</b> |
|--|--|---|---|
| 1  | Manager plus Four (4)<br>Helicopter Crewmembers  | Manager only  | Manager only  |
| 2  | Manager plus Three (3)<br>Helicopter Crewmembers | Manager only  | Manager only  |
| 3  | Manager plus Two (2)<br>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 CWN 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 the Northern Rockies, Great Basin, California, and Northwest Geographic Areas. 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 IROC 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 315 Rappellers at the following locations (actual fire season numbers may vary):

|                     |                 |    |
|---------------------|-----------------|----|
| Great Basin         | Boise, ID       | 15 |
|                     | New Meadows, ID | 30 |
|                     | Salmon, ID      | 45 |
| Northern California | Fort Jones, CA  | 20 |
| Northern Rockies    | Gallatin, MT    | 15 |
|                     | Libby, MT       | 15 |
| Northwest           | Grants Pass, OR | 20 |
|                     | John Day, OR    | 50 |
|                     | Prineville, OR  | 25 |
|                     | La Grande, OR   | 40 |
|                     | Wenatchee, WA   | 25 |
| Southern California | Prather, CA     | 15 |

### **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. Coordination between requesting and sending units must occur.

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

A COMC 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 COMC should be requested as a name requested position.

The GACC will coordinate filling the request with the National Interagency Incident Communications Division (NIICD) 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 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 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 Tracking 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)**

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

When a National Weather Service (NWS) IMET is needed for an incident or project, the request will be placed up to the GACC. When ordering, specify whether the request is for wildfire response or prescribed fire; if prescribed fire, provide number of days IMET is expected to be deployed. The GACC will contact the NWS National Fire Weather Operations Coordinator (NFWOC) by calling the NWS Incident Response Desk at 877-323-IMET.

For prescribed fire requests, the NFWOC will coordinate with the appropriate agency program manager to confirm funds in the agreement are sufficient to support the request. (Note: this step



is not required for wildfires as NWS can incur expenses in response to wildfires and bill the agencies for reimbursement afterwards). 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 or project 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 NICC as a name request using established procedures. NICC will place the IMET request to the appropriate Geographic Area to be filled.

For mobilization to a wildfire incident, the ordering unit provides the appropriate financial code(s). For prescribed fire mobilization, the NFWOC will provide the NOAA financial code.

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 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.

### **Air Resource Advisors**

Air Resource Advisors will be ordered as THSP-ARA. Air Resource Advisors should be assigned on Type 1 fires to the extent practicable and should be considered for Type 2 fires.

When a THSP-ARA is needed for a wildfire incident to address public and fire personnel smoke impacts, the request will be placed up to the GACC. The GACC will contact the Interagency

Wildland Fire Air Quality Response Program (IWFAQRP) by calling the IWFAQRP Coordinator at 661-GET-1ARA or (661)438—1272

The IWFAQRP Coordinator will identify the name, agency, and location of the available ARA to fill the THSP-ARA request. The THSP-ARA will be ordered by name request and mobilized using established procedures. A THSP-ARA order for a prescribed fire will be coordinated on a case-by-case with direct discussion with the IWFAQRP Coordinator.

The ARA is a single resource covered under a reimbursable agreement between the Wildland Fire Agencies and the USFS. Standard ARA equipment (sampling equipment, computers, appropriate size vehicle, etc.) that is essential to on-site air quality support is authorized. 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 Supervisory Clerk

CDSP – Cache Demobilization Specialist

FLOP – Forklift Operator

WHHR – Warehouse Materials Handler

WHLR – Warehouse Materials Handler Leader

ACMR – Assistant Cache Manager

FCMG – Fire Cache Manager

### **National Incident Management Teams**

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

### **NMAC Management of IMTs**

The NMAC retains the authority to manage all team assignments for Type 1, Type 2, Complex, National Incident Management Organizations (NIMO) and Area Command Incident Management Teams as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.

### Interagency Incident Management Teams (IMTs)

Incident Management Teams will be ordered by type. 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.

NMAC, at any time, can request a geographic area to utilize an out of geographic area IMT (planned replacement need). 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, Regional ESF #4 Coordinator 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 sixteen Type 1 IMTs. The Type 1 IMTs are dispersed as follows:

|                  |   |             |   |
|------------------|---|-------------|---|
| Alaska Northwest | 3 | California  | 4 |
| Northern Rockies | 2 | Rocky Basin | 3 |
| Southern         | 2 | Southwest   | 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 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 1, IMT2, and IMT3 (for out of geographic area assignments) 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.

Unless notified, 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 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-hour call status and will remain in call status for the next seven days. The next two 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 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-hour call.
- Type 1 and Type 2 IMTs will be considered unavailable for a National assignment if the primary Incident Commander position or two Command/General Staff positions are vacant. 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 are cancelled or released 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 Type 1 IMT may stand the team down for rest after coordination with NICC.
- The 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 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 the following link:

<https://www.nifc.gov/nicc/logistics/overhead/overhead.htm>

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

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

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, it 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, WFDSS, Risk and Complexity Assessment, 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.

NIMO rosters will be held by NICC. Timely communication about availability will be provided to NICC by the NIMO Coordinator.

### **National Area Command Team**

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

|             |   |
|-------------|---|
| Northwest   | 1 |
| Great Basin | 1 |
| California  | 1 |

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

ACLC 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-hour call status and will remain in call status for the next fourteen days. The next two 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 the following link:

<https://www.nifc.gov/nicc/logistics/overhead/overhead.htm>

### **Incident Support Teams**

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

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

### **National Interagency Buying Teams (BUYT)**

There are ten (11) National Interagency Buying Teams. The teams are dispersed as follows:

|                  |   |
|------------------|---|
| Northern Rockies | 1 |
| Great Basin      | 1 |
| Eastern          | 2 |
| Southwest        | 2 |
| California       | 2 |
| Northwest        | 1 |
| Southern         | 2 |

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 NWCG Standards for Incident Business Management:

<https://www.nwcg.gov/sites/default/files/publications/pms902.pdf>

and the NWCG Incident Business Committee webpage:

<https://www.nwcg.gov/committees/incident-business-committee/>

BUYTs should not be utilized as de facto payment teams. Incident host agencies should order a 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. National Interagency BUYTs will consist of the following:

- Six qualified buying team members will be a combination of those with and without a government purchase card and contracting officers with their applicable agency training.

### **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 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 link:

<https://www.nifc.gov/nicc/logistics/overhead/overhead.htm>

### **Payment Teams**

The National Park Service Payment Teams will no longer be ordered on a rotational basis. Instead, before a Payment Team is ordered to audit and process DOI incident invoices, the ordering unit should contact:

Danica Colley, 208.387.5296, danica\_colley@nps.gov

Once the configuration of the team is determined, requests for Payment Teams will be placed through established ordering channels using an Overhead Group Request. Payment team leaders and members will be ordered by the jurisdictional unit as THSPs.

### **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. BAER teams are 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. Bureau’s 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.

### DOI National BAER Team Configuration

The initial call-out of the DOI National BAER Team may consist of the following thirteen (13) positions:

- BAER Team Leader
- Deputy BAER Team Leader
- BAER Environmental Specialist
- BAER Documentation Specialist
- BAER Geographic Information Specialist (GIS) x 2
- BAER Hydrologist
- BAER Soil Scientist
- BAER Geologist
- BAER Biologist
- BAER Forester
- BAER Cultural Resource Specialist
- 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 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 | 208-830-4791 |
| Darryl Martinez (National Coordinator)      | BIA | 505-563-3369 |
| Molly Anthony (Acting National Coordinator) | BLM | 971-373-3816 |

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.

### **USDA Forest Service BAER**

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 available to support units onsite as well as virtually. Depending on the needs of the ordering unit, some team members may work virtually in support of the team that is onsite.

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 IROC 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<br>Work: (801) 625-5718<br>Cell: (801) 389-3200<br>Julie.a.campbell@usda.gov                                  | Kelsey Griffiee<br>Cell: (775) 386-7430<br><a href="mailto:kgriffiee@blm.gov">kgriffiee@blm.gov</a> |
| Eastern                | Dennis Fiore<br>Work: 208-993-0995<br>dennis.fiore@usda.gov  |   |
| Northern Rockies       | VACANT<br>Follow Agency Ordering Procedures  |   |
| Northwest and Alaska   | Jacob Gear<br>(541)-589-4669<br>jacob.gear@usda.gov  | Karen Curtiss<br>Work: (541) 383-5583<br>Cell: (541) 480-8246<br>karen.curtiss@usda.gov             |
| California             | Lance Noxon<br>Phone: (707) 562-9167<br>Cell: (530) 412-2332<br>Lance.noxon@usda.gov   | Zachary Ellinger<br>(702)-239-1927<br>zellinger@blm.gov   |
| Rocky Mountain         | VACANT<br>Follow Agency Ordering Procedures  |   |
| Southern               | E.J. Bunzendahl<br>Phone: (859)-745-3148<br><a href="mailto:elizabeth.bunzendahl@usda.gov">elizabeth.bunzendahl@usda.gov</a> |   |
| Southwest              | Francisco Salazar<br>Phone: (505) 842-3897<br>Cell: (505) 239-2668<br>Francisco.salazar@usda.gov                             |   |
| National               | Zachary Ellinger<br>Cell: (702)-239-1927<br>zellinger@blm.gov  | Fred Turck<br>Cell (757)-334-2695<br>fred.turck@dof.virginia.gov                                    |

### **Community Mitigation Assistance Teams (CMAT)**

Community Mitigation Assistance Teams help communities build sustainable local capacity for wildfire mitigation. This can be accomplished during high fire risk periods before, during or after a wildfire when awareness of the need for risk reduction and the likelihood of action is highest.

The team works collaboratively with community partnerships to address immediate and long – term wildfire risk challenges and integrates community fire adaption and resilient landscapes concepts outlined in the National Cohesive Wildfire Management Strategy.

#### **CMAT Configuration**

- Teams number 3 to 8 people depending on community need and deployment training opportunities.
- Teams are comprised of a team lead, mitigation specialists and may include trainees. Additional support position may be required and will be jointly determined by the team lead and the ordering unit.
- Team members represent federal, state, local government and non-government partners who specialize in effective community wildfire risk reduction.
- Team members are name requested as Technical Specialists (CMAT) through established ordering channels.

#### **CMAT Leads**

Jonathan Bruno      (719) 433-6775      jonathan@cusp.ws

**To request a CMAT:** complete the request form located at: <https://www.fs.usda.gov/managing-land/fire/cmat> and submit to team leads listed above.

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

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:

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

FAST reviews can be requested through the GACC to conduct reviews at the state/regional and local level. If a more comprehensive review is required, a national FAST can be ordered through the NICC.

FASTs will be chartered by their respective GACG, with a delegation of authority, and report back to the GACG.

FAST reports include 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. FAST reports should be submitted to the GACG, with a copy to the Federal Fire and Aviation Safety Team (FFAST) Chair within thirty 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 individuals 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 Technical Assistance Team (ASTAT)**

ASTATs enhance safe, efficient, and effective aviation operations. An ASTAT provides assistance to unit and aviation managers, flight crews, and incident management teams for increasing, ongoing or declining incident aviation activity.

ASTATs assist and review helicopter and/or fixed wing operations on wildland fires. During high levels of aviation activity, it is advisable to request an ASTAT.

If an ASTAT cannot be filled internally, the request may be placed with NICC through established ordering channels using individual overhead requests. ASTATs 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.

### **ASTAT Configuration**

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

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

- THSP – Avionics Maintenance Inspector (optional)
- ACDP – Aircraft Dispatcher (optional)

### **Serious Accident Investigation Teams (SAIT)**

SAITs are mobilized to investigate serious wildland fire accidents. Serious wildland fire accidents are defined in the Interagency Standards for Fire and Fire Aviation Operations:

[https://www.nifc.gov/policies/pol\\_ref\\_redbook.html](https://www.nifc.gov/policies/pol_ref_redbook.html)

Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members mobilized 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)
- THSP– Public Affairs Office