

## Pre-Mobilization Incident Management Team (IMT) Call

Incident Name \_\_\_\_\_ | Order Number \_\_\_\_\_ | Call Date and Time: \_\_\_\_\_

This script is intended to facilitate an Incident Management Team (IMT) mobilization conference call once either a Complex IMT (CIMT) or Type 3 IMT is assigned to an incident and to document roster negotiation. The *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, <https://www.nwcg.gov/publications/236>, or Wildland Fire Decision Support System (WFDSS) output of Part D: Functional Complexity should be the basis for discussing incident complexities for IMT configuration. Reference the *National Interagency Standards for Resource Mobilization (NISRM)* for additional information.

NOTE: For all-hazard incidents, review the appropriate complexity assessment for the mission. IMT configuration for all-hazard assignments will be negotiated to the host agency's needs and documented below.

### Suggested Attendees:

- ☐ Fire Staff/Chief/Management Officer
- ☐ Agency Administrator(s)
- ☐ Incident Commander
- ☐ CIMT Coordinator
- ☐ Regional/State Agency Representatives
- ☐ Coordinating/Operations Group Representatives

### Agenda:

- ☐ Incident Overview
- ☐ *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236 (or WFDSS Decision)
  - Review Part D: Functional Complexity to facilitate roster negotiation
- ☐ Local Resource Availability
- ☐ Incident Command Post (ICP) and Basecamps
  - Physical location, contact information
- ☐ Support Functions:
  - BUYT
  - Expanded Dispatch
  - Other
- ☐ Primary Contacts

### Identify:

- ☐ IMT Inbriefing Date/Time/Location
- ☐ Approved Roster – Based on RCA/WFDSS review of Part D: Functional Complexity.
  - Approved Mobilization Roster #: \_\_\_\_\_

For wildfires, Agency Administrator approval must be documented below if roster exceeds:

- 75 for CIMT
- 35 for Type 3 IMT

Name \_\_\_\_\_ Position: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Position: \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Routing: Attach signed form to IMT request in IROC and email to the [nicc.cimt@firenet.gov](mailto:nicc.cimt@firenet.gov).