

## CHAPTER 20

### OVERHEAD AND TEAMS

#### OVERHEAD AND TEAMS OVERVIEW

Ordering units must request personnel by the overhead description found in the *NWCG Standards for Wildland Fire Position Qualifications, PMS 310-1* or other agency-approved qualification guides.

#### Standards for Wildland Fire Position Qualifications

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 *NWCG Position Catalog*.

#### 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. For further information on Flight Managers refer to Chapter 50.

#### Supplemental Fire Department Resources

Supplemental Fire Department Resources are 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 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 with a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction.
- Resource orders must 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.

#### Name Requesting Single Resource Overhead

Name requests for qualified Overhead resources will be honored regardless of the type of order. 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.

### **Trainee Requests**

Name requests for geographic area priority trainee positions must be justified within the special needs as being approved by the GATR and will be processed without delay. The hosting Geographic Area priority trainee list will be utilized first.

### **Technical Specialist**

Use of THSP position code is appropriate when no other position code exists and requires additional information describing the specialty or work to be included in the assignment. Example: THSP – Duty Officer or THSP – Center Manager.

### **Remote Employee**

Remote employees who are detached from their home unit (e.g., USFS Washington Office, NIFC, etc.) should typically be dispatched from the dispatch area where they physically reside. Incident qualifications and training administration will remain with the resource's home unit.

### **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; WFMI - Module, Wildland Fire, Type 1 or WFM2 – Module, Wildland Fire, Type 2 configured according to the [\*NWCG Standards for Wildfire Module Operations, PMS 430\*](#).

Minimum module standards for national mobilization can be found in the documents below:

- [\*Interagency Standards for Fire and Fire Aviation Operations \(NFES 2724\)\*](#)
- [\*NWCG Standards for Wildfire Module Operations, PMS 430\*](#)

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

- 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.

## Helicopter Module

Refer to Chapter 50 for specific information on helicopter ordering, capabilities, use, and type.

For minimum helicopter module mobilization standards, see *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

Units requesting helicopter modules for CWN helicopters will create 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.

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.

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.

The ordering unit must specify on the resource order if helicopter personnel/modules are required to arrive with special needed items (flight helmets, radios, etc).

## Helicopter Rappellers

Refer to Chapter 50 for specific information on helicopter rappeller initial attack ordering, capabilities, and rappeller aircraft.

The U.S Forest Service operates 13 rappel bases nationally in the following Geographic Areas: Northern Rockies, Great Basin, California, and Northwest. Each base utilizes Type 1 or Type 2 helicopters and generally operates from May through October.

Rappellers' primary mission is initial attack. All initial attack orders will be honored, regardless of Geographic Area boundary, when rappellers are available. 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. The ordering unit may document any additional needs on the resource order.

## Smokejumpers

Refer to Chapter 50 for specific information on smokejumper initial attack ordering, capabilities, and smokejumper aircraft.

Smokejumpers' primary mission is initial attack. All initial attack orders will be honored when smokejumpers are available. There are two primary methods for ordering smokejumpers, initial attack load or booster load/individual smokejumper. The type of order will be determined by 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 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.

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.

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

The generic overhead catalog items “FUMD – Module, Fuels” or “SMOD – 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 name requested.

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). Rental vehicle, lap top computer and cellular phone should be authorized when placing the request.

NIICD Communications Duty Officer: (208) 387-5644

Ordering units should order this position as early as possible to alleviate the possibility of frequency conflicts during multiple incident situations.

### **COMC Duties and Responsibilities:**

- Manage the allocation of communication resources at the Geographic Area level. This includes communication 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 communication 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.

### **Field COMC Duties and Responsibilities:**

- Maintains an accurate inventory of all communications equipment assigned to incidents under their control.

- Maintain current knowledge of the availability of communications resources for future Geographic Area and National requirements, including 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.

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

The respective Geographic Area will maintain IMET status 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 wildland fire 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.

NWS Incident Response Desk: (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 wildland fires as NWS can incur expenses in response to wildland fires 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 wildland fire incident, the ordering unit provides the appropriate financial code(s). For prescribed fire mobilization, the NFWOC will provide the National Oceanic and Atmospheric Administration (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, truck, or similar rental vehicle to travel to incident locations with their equipment (including remote locations) is authorized under the INTERAGENCY AGREEMENT FOR METEOROLOGICAL AND OTHER TECHNICAL SERVICES, SECTION V., PART B ITEM 4. Damages, failure, and daily wear incurred to standard equipment during an assignment are also eligible for reimbursement.

### **Air Resource Advisors**

Air Resource Advisors (ARA) will be ordered as THSP-ARA. Ordering units should assign ARAs on Type 1 fires to the extent practicable and should be considered for Type 2 fires.

When a THSP-ARA is needed for a wildland fire 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).

IWFAQRP: (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. THSP-ARA orders for prescribed fire will be coordinated on a case-by-case basis 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

## INCIDENT MANAGEMENT TEAMS (IMTS)

Incident Management Teams will be ordered by type using an Overhead Group Request in IROC. The following standards apply to all wildland fire incident assignments. Assignments to other incidents, such as all-hazard response, may not adhere to these standards.

### NMAC Management of IMTs

NMAC has delegated authority to prioritize and direct the use of all Complex Incident Management Teams (CIMTs), National Incident Management Organizations (NIMOs), and Area Command Teams as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or to meet other needs. NMAC will manage IMT engagement in accordance with the direction contained herein.

NMAC requires a *Team Rationale* form at PL5 and when situations warrant a need for a Complex, NIMO, or Area Command Teams prior to mobilization. The rationale form will be submitted by a GACC or Coordinating Group representative.

To manage fatigue, promote mental health and well-being, and provide opportunities for IMT members to attend to work and personal responsibilities, all IMTS will have 7 days of unavailability upon return from any assignment. This includes preposition orders of 7 days or more, exclusive of travel. Individuals may have differing agency requirements. NMAC may request earlier availability during periods of elevated need.

NMAC should request a CIMT to become available before their 7-day unavailability period begins. Only in exceptional circumstances will NMAC ask a CIMT within the 7-day period to roster before the end of that period. A Geographic Area may extend a team's unavailability period to allow additional rest.

Refer to Chapter 10, CIMT Length of Assignment and Mandatory Unavailability for specific information or the *NWCG Standards for Interagency Incident Business Management, PMS 902*.

### Appropriate Use of Interagency IMTs

Suppression repair work is limited to the repair of resources, land, and facilities that were damaged as a direct result of suppression actions taken on the incident. Only the most critical suppression repair work should be completed during high preparedness levels. During high preparedness levels firefighting resources are scarce and should be focused on priority, emerging, and expanding incidents of concern that possess critical values at risk.

NMAC's intends to return CIMTs to availability and/or reassign CIMTs once wildland fire incidents have stopped expanding, reached high containment levels, shifted primarily to suppression repair work, and/or when the complexity of the incident decreases such that it can be managed by a lower complexity incident management organization. CIMTs should not be used to manage ongoing indirect line construction or other non-suppression work when the need is no longer justified and there is a reduction of fire growth, behavior, and projected spread. Once suppression repair becomes the primary emphasis of work, a CIMT may be reassigned to manage other higher priority incidents.

Agency Administrators may consider limiting suppression repair until both fire activity and preparedness levels have decreased. The Emergency Stabilization and Rehabilitation (DOI) or Burned Area Emergency Response (FS) process should be used for tasks like hazard tree abatement within the burned area.

## **Interagency Complex Incident Management Teams (CIMTs)**

Each Geographic Area (GA) is responsible for annual selection and rostering of CIMTs, developing an internal rotation schedule, and maintaining team availability commensurate with fire activity and mobilization guides as well as supporting national response needs. GAs will manage and mobilize their CIMTs in accordance with GA Guidance and the *National Interagency Standards for Resource Mobilization* and communicate with their NMAC liaison regularly on any changes or concerns.

CIMTs will be requested through established ordering channels. When a GA cannot fill a CIMT order internally, the national rotation will be utilized. NMAC manages the national rotation and may direct changes to the management of geographic rotations based on preparedness levels and/or resource scarcity. NMAC, at any time, can direct a GA to utilize an out-of-area CIMT. CIMTs will be mobilized nationally according to the call-out procedures from the national rotation managed by NICC.

The intent of CIM is to strive for continuous improvement. This includes leadership development and mentorship opportunities unique to each incident. Individual teams are expected to seek to improve their capacity and to request and provide assistance as needed.

The assignment length and unavailability period for IMTs is determined based on the Incident Commander's (IC) travel. Refer to *Chapter 10, CIMT Length of Assignment and Mandatory Unavailability* for specific information.

### **IMT Configurations – All**

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
- Procurement Unit Leader
- Comp/Claims Unit Leader

Unless notified, trainees will be mobilized for incidents on federal lands.

### **CIMT Configuration**

CIMTs are expected to be fully rostered when available. CIMTs will be considered unavailable for assignment without the minimum 24 positions that must be filled (which includes ordered, filled and enroute) at the time of CIMT mobilization. This minimum ensures every CIMT has the core capability to safely and effectively manage a complex incident from the initial transition period forward. Beyond the minimum of 24, the roster size will be based upon the incident complexities. Additional personnel, trainees, assistants, technical specialists and expanded Command & General (C&G) positions may be added through negotiations between the IC and ordering unit representative.

All CIMT rosters shall follow the standard CIMT configuration:

- Master roster refers to any team's roster for the calendar year based upon approval by their coordinating group/oversight body. The number of personnel and positions on this roster is approved by the coordinating group/oversight body.
- Mobilization roster refers to any team's roster in IROC which will be used to fill a current request.

- All 24 positions must meet current NWCG qualification standards for the position identified.
- Additional personnel above the minimum 24 (including Deputy IC, additional C&G, technical specialists, assistants, trainees, etc.) are at the discretion of the IC and ordering unit representative, which should be determined by the complexities of the incident.
- Geographic Area Coordinating Groups (GACGs), or by delegation their Operations Groups, are responsible for monitoring roster sizes within their respective GA. If a GA intends to maintain its current number of available CIMTs, GACGs must ensure roster sizes remain appropriate and proportional to the complexities of the incident(s) being managed.
- All parties must practice responsible resource stewardship which is essential to sustaining the viability of national CIMT availability.

### Minimum CIMT Mobilization Configuration (24 positions)

Number	Position	Section	Notes
1	Incident Commander Complex (ICCI)	Command	
2	Safety Officer Complex (SOFC)	Command	
3	Public Information Officer Complex (PIOC)	Command	
4	Liaison Officer (LOFR)	Command	
5	Operations Section Chief (OSCC)	Operations	
6	Operations Section Chief (OSCC)	Operations	
7	Operations Section Chief (OSCC) <b>OR</b> Operations Branch Director (OPBD)	Operations	One <b>MUST</b> be filled at mobilization
8	Air Operations Branch Director (AOBD) <b>OR</b> Air Support Group Supervisor (ASGS)	Operations	One <b>MUST</b> be filled at mobilization
9	Division/Group Supervisor (DIVS)	Operations	Minimum of three (3) required
10	Division/Group Supervisor (DIVS)	Operations	
11	Division/Group Supervisor (DIVS)	Operations	
12	Planning Section Chief (PSCC)	Planning	
13	Any Planning Unit Leader	Planning	Minimum of three (3) Planning Unit Leaders
14	Any Planning Unit Leader	Planning	
15	Any Planning Unit Leader	Planning	
16	Logistics Section Chief (LSCC)	Logistics	

17	Communications Unit Leader (COML) <b>OR</b> Communications Technician (COMT)	Logistics	One <b>MUST</b> be filled at mobilization
18	Medical Unit Leader (MEDL)	Logistics	
19	Any Logistics Unit Leader	Logistics	Minimum of two (2) Logistics Unit Leaders
20	Any Logistics Unit Leader	Logistics	
21	Finance Section Chief (FSCC)	Finance	
22	Any Finance Section Unit Leader	Finance	A minimum of three (3) Finance Unit Leaders
23	Any Finance Section Unit Leader	Finance	
24	Any Finance Section Unit Leader	Finance	

### CIMT Roster Negotiation

Upon receiving an order, the mobilization roster will be finalized based upon incident complexity. The IC will negotiate the mobilization roster configuration with the ordering unit representative, who may be one of the following:

- Geographic Area Coordinating Group or operations group representative.
- State/regional/equivalent-level Fire Management Officer (FMO) for the host agency.
- GACC CIMT Coordinator, if in place.

The *Pre-Mobilization Incident Management Team (IMT) Call* form is intended to facilitate a discussion that includes the initial situation.

Geographic Area NMAC liaisons are encouraged to participate in roster discussions for awareness of challenges such as personnel availability and/or resource scarcity, and to augment situational awareness from a national perspective.

Agency Administrators will utilize the *NWCG Wildland Fire Risk and Complexity Assessment (RCA), PMS 236*, to guide the negotiation discussion, specifically Part D: Functional Complexity.

- The RCA will inform complexity by functional area and assist in identifying additional Incident Command System (ICS) position needs.
  - Continued use of Wildland Fire Decision Support System (WFDSS) is equally important for those agencies who do so, using the Part D output to guide the negotiation.
- For all-hazard incidents, ICs will negotiate the roster with the Regional ESF #4 Coordinator. Refer to the section **IMT Assignments to All-Hazard Incidents** for more information.
- Additional negotiated positions will be immediately added to the roster for mobilization. ICs may provide names of qualified available personnel to fill these additional negotiated positions; these name requests will be honored.
- The hosting GA representative will notify the receiving GA of any position shortages.

- When a CIMT is ordered for preposition, ICs will negotiate any positions in addition to the master roster with the ordering Geographic Area Coordinating Group Chair or delegate to determine the mobilization roster.
  - Rosters for NICC preposition orders will be negotiated between the IC and National CIMT Coordinator based on direction from NMAC.
- To support incident workforce development and succession, trainee assignments are strongly encouraged.
  - Agency Administrators and ICs should negotiate the number and types of trainees; consideration should be given to trainees critical to CIMT succession planning and to trainees in positions that are chronically difficult to fill nationally.
  - ICs should utilize trainees in their trainee position, not in a position in which the individual is already qualified.
  - Assignment of regular agency employees (including full-time state and local agency personnel) deploying as trainees should be given priority over all other Administratively Determined (AD) trainees.

Geographic Areas may choose to augment the *Pre-Mobilization Incident Management Team (IMT) Call* as needed to meet their specific internal needs.

### **CIMT National Rotation Process**

For 2026, all 38 interagency CIMTs are eligible for mobilization through the national rotation. Additional teams (such as state or local teams) may be integrated appropriately by the GA with NMAC coordination. (See section on Surge Capacity IMTs below.)

- GACCs will ensure their respective CIMTs are available for national rotation and their roster in IROC meets the mobilization configuration standards.
- The national rotation switches every seven (7) days on Thursday, effective 0001.
  - All GA internal rotations will rotate on Thursday.
- All nine GAs appear in the national rotation each week during the year.
- The starting order is alphabetical and continues indefinitely:
  1. Alaska
  2. California
  3. Eastern
  4. Great Basin
  5. Northern Rockies
  6. Northwest
  7. Rocky Mountain
  8. Southern
  9. Southwest
- The national rotation will be posted by April 1 annually.
- The national rotation will be identified by GA. Each GA will determine which team fills the order based on internal rotations and availability.
  - GAs are expected to effectively manage workload distribution across all CIMTs to mitigate fatigue, enable team members to meet home unit responsibilities,

provide experience opportunities for all CIMTs, meet training and workforce succession goals, and ensure availability of CIMTs nationally when competition exists.

- NMAC strongly encourages GAs to consider utilizing the national rotation to ensure the distribution of assignments and days committed to incidents.
- NMAC and the GAs has a management goal of three CIMT assignments per calendar year based on historical data.

### **Seasonal Differences**

#### **May 1 – September 30 (Peak Season)**

- All 9 GAs rotate weekly in a rolling format.
- Normal movement: Position 1 → Position 9; all others move up one position.
- When a GA fills a national rotation order, that GA immediately moves to the bottom of the list (position 9).
- A GA filling an internal order will still maintain the GA position in the national rotation if they have additional CIMT availability.
- GAs that are unavailable are skipped for filling orders but retain their relative order in the list (shown as unavailable in the published rotation). This keeps the rotation moving during high-demand periods.

#### **October 1 – April 30 (Shoulder Season)**

- Only the top two GAs in the rotation are required to maintain an active CIMT roster (ad-hoc rosters are acceptable).
- Each Thursday, the top two GAs drop to positions 8 and 9; all others move up two slots.
- If a shoulder-season order is placed to NICC, the top available GA fills it. No additional coverage will be requested from GAs lower on the rotation.

### **Filling Orders**

- All CIMT orders placed to NICC will be filled from the national rotation, in order, skipping unavailable GAs.
- If a GA cannot fill an order for the date/time needed, the order will be UTF'd back to NICC.
- GAs that know they will be unable to fill an order must notify the National CIMT Coordinator as soon as possible (ideally at least 3 days in advance) so their status can be updated.

### **Assignment Limits and National Capacity Protection**

- After every CIMT within a single GA has received at least one assignment in a calendar year, replacement CIMT orders (and other orders approved by NMAC) will follow a 3:1 ratio
  - Three assignments filled internally by that GA.
  - Every fourth assignment filled via the national rotation, targeting long duration fires for CIMT replacement.

- Once a CIMT has received two assignments in a calendar year, it becomes ineligible for national-rotation assignments until every CIMT has also received two assignments. CIMTs with two assignments may remain eligible for in GA assignments at the GA's discretion.
- After every CIMT has two assignments, there are no further restrictions for mobilization.
- During limited CIMT availability this rule may be suspended.

### Prepositioning

- Prepositioned teams are used before placing new orders to the rotation:
  - GACC-prepositioned teams are used first within that GA.
  - NICC-prepositioned teams are used first nationally.
- Prepositioning of 4 or more days counts as an assignment.
- Prepositioning longer than 7 days requires NMAC coordination.
- All prepositioned CIMTs may receive an extension up to 21 days to account for unassigned days.
- CIMTs ordered through NICC or prepositioned by NICC from the national rotation for staging within a GA will be prioritized for assignment to any new federal incident within that area or when a replacement team is needed within that area.

### Reassignments, Extensions and Cancellations

- Reassignment before demobilization counts as one assignment.
- Out-of-GA reassignments require NMAC approval.
- Assignments that begin in one year and extend into the next count toward the initial calendar year assignment data.
- If an order is canceled, or the team is released within 3 days of the original order date, the GA returns to its original rotation position and the mobilization does not count as an assignment.
- *Extension requests* are submitted by the GA using established NMAC procedures.
- If the IC determines that the CIMT is underprepared for the incident due to experience or comfort levels of the Command and General Staff due to incident complexity, the GA may maintain their place in the national rotation without penalty and the next available GA will be requested to provide a CIMT.

The CIMT *current national rotation* and assignment history is maintained throughout the calendar year. Regardless of Preparedness Level, NMAC retains the authority to manage all CIMT assignments or amend the national rotation as necessary.

### National CIMT Coordinator

The National CIMT Coordinator will manage the national rotation and is responsible for communicating with the GAs to ensure national rotation transparency and clarity.

National CIMT Coordinator: (208) 207-2859     [nicc.cimt@firenet.gov](mailto:nicc.cimt@firenet.gov)

During periods of heightened fire activity across multiple GAs, and demand for Incident Management Teams (IMTs) exceeds supply, managing CIMT assignments becomes imperative. The National CIMT Coordinator collects intelligence and provides recommendations to NMAC regarding CIMT allocation. The following standard practices govern this process:

- All extension requests will be approved by NMAC.
- At PL5, a *Request for CIMT Extension or Assignment* form is required for all CIMT orders. The form will be submitted by the GACC or a Coordinating Group representative.
- Reallocation of assigned CIMTs within the GA will be done in coordination with the NMAC liaison and the National CIMT Coordinator.
- When allocating CIMTs, NMAC will consider multiple criteria including, but not limited to: national rotation, availability, number of assignments, workload distribution, and travel/logistical considerations.
- Requests to NMAC for a CIMT to be available again prior to the 7-day unavailability period should occur prior to the start of the 7 days. Only in exceptional circumstances will a CIMT be asked by NMAC within the 7-day period to roster prior to the end of the 7 days.
- Surge capacity CIMTs (which may include state, local government, or ad hoc IMTs) will be part of the allocation and factored in with the above criteria as appropriate.
- CIMTs may be allocated to incidents up to 3 days prior to their availability.
- To remain flexible in case a higher priority arises and the CIMT needs to be reassigned, CIMTs will not be filled in IROC until they are available or until it's necessary to begin travel.
- If CIMT availability is insufficient for potential emerging incidents. As part of the daily prioritization process:
  - GAs with multiple committed CIMTs, in coordination with the National CIMT Coordinator, will reprioritize internally to meet any emerging needs.
  - GAs with multiple committed CIMTs may be asked to identify CIMT(s) to be reassigned for emerging and exigent needs in a bordering GA.
  - All Gas will assure appropriate use of IMTs.
- CIMT extensions should be considered and utilized to manage the number of transitions on an incident, to mitigate limited availability of CIMTs, and to reach suppression objectives.
- NMAC supports internal GA reallocation. A request is still required when reallocating to ensure the CIMT goes to the highest priority need, which could be outside the GA.

### **Surge Capacity IMTs**

To maintain transparency of national capabilities at all Preparedness Levels, each GA must annually identify the CIMTs within its area that can mobilize nationally and report that information to the national CIMT Coordinator. Each GA must also communicate any special mobilization needs, including supplemental positions or supporting equipment.

Surge IMTs must meet national standards, including mobilizing through IROC. Each Geographic Area (GA) may establish processes for mobilizing these teams within the GA—either through the GA's rotation or in a surge capacity—and may mobilize them through the national process at any time of the year to supplement CIMT capabilities as either a standing team or an ad hoc organization. Each GA must clearly document this process in its mobilization standards and ensure it does not conflict with national rotation business rules. Each GA must also communicate this information annually to the National CIMT Coordinator for NMAC awareness.

Identified surge teams may include state or local teams; however, this process does not preclude or supersede the ability of teams and resources to mobilize through compacts, state-to-state mobilizations, or agency-specific agreements, whether they occur through IROC.

At Preparedness Level 4, NMAC will request all GAs to status surge teams for availability in IROC and communicate this status with the National CIMT Coordinator. This includes teams previously identified as standing teams and ad hoc organizations assembled based on extenuating needs. Once status is set as available, NMAC has the discretion to prioritize and direct assignment of these teams based upon national priorities.

### **IMT Assignments to All-Hazard Incidents**

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

- Planned events should be managed internally by the respective agency.
- An ESF #4 coordinator will be assigned by the regional ESF #4 coordinator as a representative to the IMT.
- IMTs will be given a letter of expectations and an in-briefing packet from the ESF #4 representative.
- The NRF establishes the USFS as the primary link between firefighting and IMT resources and the Department of Homeland Security (DHS) and FEMA by appointing the USFS as the Executive Agent for oversight of ESF #4 missions. During disasters and other major emergencies, the USFS coordinates and staffs ESF #4 to represent federal firefighting assistance (including IMTs) to FEMA and other responding agencies.
- The planned length of assignment should not exceed fourteen (14) days without negotiated approval from the sending geographic area and NICC. FEMA mobilization under the 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 IC, 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.

The standards for wildland fire mobilization in this document, including the national rotation process and CIMT configuration, may not necessarily apply to all-hazard incident assignments. The ordering authority will negotiate rosters to keep them as small as practical while meeting mission requirements.

The Regional ESF #4 Coordinator will participate in the *Pre-Mobilization IMT Call* and document the approved roster on the appropriate form for attachment in IROC.

Roster configurations for all-hazard incidents will include 8 Command and General Staff positions plus 12 discretionary positions, for a total of 20 personnel including trainees. ICs are strongly encouraged to include either a Communications Unit Leader (COML) or Communications Technician (COMT) and a Basecamp Manager (BCMG) or Staging Area Manager (STAM) in the discretionary positions.

### **National Incident Management Organization (NIMO)**

There are four (4) National Incident Management Organizations (NIMO). NIMO configuration consists of seven (7) command and general staff positions.

- Incident Commander Complex (ICCI)
- Public Information Officer Complex (POIC)
- Safety Officer Complex (SOFC)
- Operations Section Chief Complex (OSCC)
- Planning Section Chief Complex (PSCC)
- Finance Section Chief Complex (FSCC)
- Logistics Section Chief Complex (LSCC)

NIMO assignments should be designed strategically, as traditional IMT assignments may not be ideal due to the need for additional personnel to support incidents effectively. Appropriate use of NIMO may include but are not limited to: Unified Command as a Federal Representative, augmenting Complex Incident Management Teams, Strategic Operational Command over multiple Type 3 organizations, and support for military mobilizations. NIMO rosters will be held at NICC. Timely communication about availability will be provided to NICC by the NIMO Coordinator.

### **Area Command Team**

Orders for Area Command Teams will be placed through established ordering channels using an Overhead Group Request to NICC. Area Command Teams are comprised of six (6) positions: four (4) specific and two (2) trainees, which are the following:

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

Incident managers may assign specialists in aviation, safety, information, long-term fire planning, or risk planning, depending on the complexity of the interface between incidents.

### **All-Hazard Incident Management Teams**

Many states, local jurisdictions, and federal agencies have developed All-Hazard IMTs. These IMTs are often sponsored or administered by a state or local emergency management agency and may be qualified at the Type 2 or Type 3 level, based on the FEMA National Qualification System or other recognized qualification system. Many All-Hazard IMTs are comprised of wildland fire and other response personnel. Several All-Hazard IMTs are capable of interstate response; others are limited to their state or local area.

All-Hazard IMTs available through a Cooperative Fire Protection Agreement can be mobilized through the wildland fire mobilization system. Some of these IMTs can be ordered directly through IROC as an Overhead Group Request; “AHMT – Team, All-Hazard,” while others will

need to have team or individual member information entered at the time of mobilization. Forest Service Regional ESF #4 Coordinators are the primary wildland fire point of contact for state and local All-Hazard IMTs.

If an All-Hazard IMT is mobilized specifically to manage wildland fire, there must be NWCG qualified personnel in key incident positions that require prerequisite wildland firefighting experience and qualifications. These positions include:

- Incident Commander or Deputy
- Operations Section Chief
- Safety Officer(s)
- Division Supervisors
- All aviation positions (when using aviation resources)
- Communications Unit Leader (when using command repeater systems)

If the team being mobilized does not have NWCG qualified personnel in these positions (if utilized), the requesting region or unit must ensure these positions are ordered to work jointly with the All-Hazard IMT Command & General Staff.

In addition, some All-Hazard IMT's may not have significant wildland fire experience and/or NWCG qualifications in the Finance, Planning, and Logistics Sections. It is recommended that the Incident Commander and mobilizing Geographic Area identify any additional needs for NWCG qualified personnel (i.e. ORDM, ITSS, GISS, etc.) to be attached to the All-Hazard IMT roster or filled by the host/ordering unit.

### **Type 3 Incident Management Teams**

- The standards for Type 3 IMTs apply to any Type 3 IMT mobilizing across GA boundaries. Internally, a local unit may assign ad hoc Type 3 organizations appropriately configured for the incident.
- Each GA determines their internal rotation and availability periods. Year-round availability of any Type 3 IMT is neither expected nor intended.
- No national rotation will exist for Type 3 IMTs; they will be ordered and filled as needed, following standard ordering processes.
- GAs are encouraged to enact a 7-day unavailability period for standing Type 3 IMTs.
- The minimum roster to mobilize beyond the Type 3 IMT's home GA is the 10 qualified positions as noted below.
- The remaining 25 positions are identified at the full discretion of the IC and may be either qualified or trainee responders. The pre-mobilization calls between the IC and AA will assist in right-sizing the roster and configuration needs based on the specific incident.
- Type 3 IMTs are encouraged to include Medical Unit Leader (MEDL), Communications Technician (COMT), Helibase Manager (HEBM), Geographic Information System Specialist (GISS), and an additional Division/Group Supervisor (DIVS)/Task Force Leader (TFLD) in the organization.
- The maximum mobilization roster size is not to exceed 35 without documentation of approval from the incident AA.

### Minimum Qualified Positions Required for Mobilization

- Incident Commander Type 3 (ICT3)
- Safety Officer Type 3 (SOF3)
- Public Information Officer Type 3 (PIO3)
- Operations Section Chief Type 3 (OPS3)
- Division/Group Supervisor (DIVS)
- Planning Section Chief Type 3 (PSC3)
- Logistics Section Leader Type 3 (LSC3)
- Finance/Administration Section Chief Type 3 (FSC3)
- 2 Discretionary Positions, Qualified
- Minimum Personnel (10)
- Additional Discretionary Positions (25)
- Maximum Personnel (Not to exceed 35 unless negotiated and documented)

Type 3 IMTs are not expected to staff for completing strategic planning such as the Incident Strategic Alignment Process (ISAP), to branch operations, or to mobilize with Liaison Officers (LOFR). These tasks imply an inherent level of complexity to necessitate management by a CIMT.

### Type 3 Incident Management Team Roster negotiation process:

Upon receiving the order, the IC, AA, local fire management officer, and other appropriate entities will review the *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, *PMS 236* and/or the Wildland Fire Decision Support System (WFDSS) decision to discuss incident specifics and negotiate roster size and other details as needed.

Rosters above 35 must be based on RCA/WFDSS, specifically Part D: Functional Complexity, and documented on *Pre-Mobilization Incident Management Team (IMT) Call* form which should be attached in the IROC.

### Suggested business rules for roster management:

- GA Coordinating/Operations Groups should additionally approve, directly or by proxy/delegation to the GA CIMT Coordinator, the mobilization roster.
- Rosters above 35 will not be mobilized without written approval from the incident AA.
- The minimum IMT roster will be used when an IMT is made available for assignment in IROC.
- Required positions for mobilization will preferably not be rostered as Fill on Mob.
- A GA should consider whether a standing Type 3 IMT should be unavailable if the ICT3 or two Command and General Staff (C&G) positions are vacant or designated as Fill on Mob.
- Personnel may work virtually or on-site, as dictated by GA business rules and IC discretion; however, they still count towards the team's total size.
- The same mobilization standards will apply to preposition requests.

- Supporting personnel and functions are not included in the team’s mobilization numbers (i.e., drivers, Remote Incident Support Team [RIST], etc.).
- Local unit personnel assigned to work on the incident with the team are not considered team members but additional support.

### **REMOTE INCIDENT SUPPORT TEAM (RIST)**

The Remote Incident Support Team uses remote and virtual ICS qualified personnel to supplement incident management teams, local units, dispatch centers, multi-agency coordination groups, and/or coordination centers when on-site personnel are limited. Support priority is provided to Type 3 IMTs but assistance to higher complexity incidents, units, or organizations will be provided based on need and RIST capacity. Incident support is focused on Planning, Situation, Finance, Public Information, and Expanded Dispatch functional areas. RIST support is limited to wildland fire only; All-hazard and non-wildland fire situations are currently not supported.

As fire activity increases, virtual or remote RIST support personnel are placed on a National or Geographic Area resource order in a call-when-needed status. Resources charge time worked to incident codes but may occasionally utilize a national/geographic support code depending on arrangements established with each Geographic Area. Personnel may transition to a full-time work schedule and may be supporting multiple incidents. Support is available year-round with increased capacity during the months of May through October. In-season incident support begins immediately upon request while out-season support may have increased mobilization time depending on resource availability.

#### **Program Management**

RIST is overseen by a permanent Remote Incident Support Organization comprised of a Program Manager and Deputy Program Manager. This organization works closely with NICC, Geographic Areas, Incident Management Teams, and local units to develop and refine RIST Operations.

#### **RIST Configuration**

RIST is a flexible organization that expands, and contracts based on fire activity and resource need nationally. The following leadership and support positions are mobilized during periods of increased activity:

**RIST Coordinator (RISC):** The RISC position is typically filled by a member of the permanent RIST Organization. This individual directs RIST Operations, ensuring that RIST personnel have what they need to be successful. They are often the initial point of contact for IMTs, Local Units and Coordination Centers requesting RIST Support. As fire activity increases, a deputy RISC may be utilized to assist with internal RIST Operations and communication.

**RIST Leaders (RISLs):** RISLs work closely with remote/virtual support specialists to implement incident support within their functional area. RISLs also provide supervision to support staff. RISLs will be brought onto the RIST resource order as incident needs arise. Current RISL positions include:

- Planning RISL
  - Recommended RISL Quals: PSCC, PSC1, PSC2, PSC3, or RESL
  - Supervises the following Remote/Virtual Support Positions:
    - PSC, RESL, SCKN, DMOB, DOCL, TNSP, HRSP

- Situation RISK
  - Recommended RISK Quals: PSCC, PSC1, PSC2, PSC3, SITL, or GISS
  - Supervises the following Remote/Virtual Support Positions:
    - SITL, GISS
- Finance RISK
  - Recommended RISK Quals: FSCC, FSC1, FSC2, FSC3, TIME, or PROC
  - Supervises the following Remote/Virtual Support Positions:
    - PTRC, EQTR, COMP, PROC, COST
- Information RISK
  - Recommended RISK Quals: PIOC, PIO1, PIO2, or PIO3
  - Supervises the following Remote/Virtual Support Positions:
    - PIOF, THSP-ASL, THSP-CART
- Expanded Dispatch RISK
  - Recommended RISK Quals: CORD, or EDSP
  - Supervises the following Remote/Virtual Support Positions:
    - EDSP, EDSO, EDRC, ORDM

Functional Area Support Positions (As Needed) – Any ICS qualification can mobilize into the RISK provided the position falls within the RISK scope of work and can effectively provide support in a remote or virtual capacity.

### **Requesting RISK Support**

To request RISK support, call the RISK Coordinator number to discuss the incident support type, duration, and contact information. Ordering units are not encouraged not to place an order through a dispatch center, as RISK personnel are already on resource orders. RISK Coordinators will communicate with the local dispatch center to ensure all are informed.

RISK Coordinator: (480) 608-2175

Additional support information and communication products can be found at the [Remote Incident Support page](#).

### **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 wildland fire incidents.

### **Department of Interior (DOI) BAER**

The DOI maintains one National BAER Team to assist field units with plans for complex post-fire emergency stabilization. The National BAER Team is scalable in long and short configurations. 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/or multiple jurisdictions are the dispatch prioritization criteria factored into the mobilization decision. Less complex incidents will use local,

regional, interagency, and contracted ad hoc BAER teams. Bureau 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 contact 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 the National Interagency BAER Team Leader, after contacting 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 NMAC, after contacting 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):

FWS	Christopher Anthony	(208) 576-0592	christopher_anthony@fws.gov
NPS	Jennifer Gibson	(458) 231-4343	jennifer_gibson@nps.gov
BLM	Jake Ferguson	(986) 256-0277	jferguson@blm.gov
BIA	Darryl Martinez	(505) 331-3514	darryl.martinez@bia.gov

National Interagency BAER Team resources are mobilized through established ordering channels in IROC using an Overhead Group Request, “BAER – Team, Burned Area Emergency Response.” 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 Education Teams (NFPETs) is to provide unit and agency managers with skilled and mobile personnel which can supplement or enhance ongoing local wildfire prevention activities where hazard or risk is currently or is expected to be elevated above normal. 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 wildland fire prevention activities. Ordering NFPETs for normal, routine, or project work is discouraged.

### **NFPET Organization**

National FPETs are supervised by a PETL. Team leaders are assisted by a minimum of two other members and by additional specialists, as needed to complete a team's assigned tasking as effectively and efficiently as possible.

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

- PETL – Prevention Education Team Leader with previous PETL experience and experience on an NFPET as any other position.
- PETM – Prevention Education Team Member; and
- PIO3 – Public Information Officer Type 3.

Actual team composition may include additional support positions, as determined jointly by the team leader and the Host Unit, on a case-by-case basis, based on the team's anticipated tasking in their Delegation of Authority. Additional support personnel should be ordered through normal dispatch procedures and may include:

- Agency representative
- Additional trainees
- Wildfire prevention specialist
- Administrative support (finance, logistics, etc.)
- Public Information Officer Technician (PIOT)
- Graphic artist
- Videographer
- Social media specialist
- Prevention patrols

The inclusion or addition of PETL and PETM trainees is encouraged. If the use of trainees is authorized by the Host Unit, priority for assignment is to be given to trainees selected by the Host

Unit or Host Unit’s GA FPET Coordinator. This is suggested to further build the capacity of the Host Unit or the Host Unit geographic area since they are funding the NFPET.

### Ordering

Requests for National Fire Prevention and Education Teams will be placed through established ordering channels in IROC using an Overhead Group Request; “FPET – Team, Fire Prevention/Education.” The NFPET Geographic Area Coordinators listed below will work with Geographic Area Coordination Centers to fill team orders.

### NFPET Coordinators

Geographic Area	Geographic Area Coordinator	Alternate
Great Basin	Kelsey Brizendine Cell: (208)732-7315 <a href="mailto:kbrizendine@blm.gov">kbrizendine@blm.gov</a>	Josh Warden Cell: (208) 849-2464 <a href="mailto:joshua.warden@usda.gov">joshua.warden@usda.gov</a>
Eastern	Bob Klages Cell: (414) 308-6426 <a href="mailto:robert.klages@usda.gov">robert.klages@usda.gov</a>	Caleb Schreiber Phone: (715) 628-6999 <a href="mailto:caleb.schreiber@usda.gov">caleb.schreiber@usda.gov</a>
Northern Rockies	Chris Johnson Cell: (406) 529-7751 <a href="mailto:christopher.johnson5@usda.gov">christopher.johnson5@usda.gov</a>	Mario Gomez Cell: (530) 598-4120 <a href="mailto:mario.gomez@usda.gov">mario.gomez@usda.gov</a>
Northwest and Alaska	Stacy Long Cell: (541) 410-5311 <a href="mailto:stacy.long@usda.gov">stacy.long@usda.gov</a>	Zach Ellinger Cell: (503) 758-5499 <a href="mailto:zellinger@blm.gov">zellinger@blm.gov</a>
California	Barbara Geringer-Frazier Cell: (202) 577-4827 <a href="mailto:barbara.geringer-frazier@usda.gov">barbara.geringer-frazier@usda.gov</a>	Jan Palecek Cell: (559) 288-5881 <a href="mailto:jan.palecek@usda.gov">jan.palecek@usda.gov</a>
Rocky Mountain	Angela Gee Cell: (970) 278-6655 <a href="mailto:angela.gee@usda.gov">angela.gee@usda.gov</a>	Tanner Hunt Cell: (907) 787-0880 <a href="mailto:tanner.hutt@usda.gov">tanner.hutt@usda.gov</a>
Southwest	Francisco Salazar Cell: (505) 239-2668 <a href="mailto:francisco.slazar@usda.gov">francisco.slazar@usda.gov</a>	Matthew Engbring Cell: (928) 326-3753 <a href="mailto:matthew.engbring@usda.gov">matthew.engbring@usda.gov</a>
Southern Area	E.J. Bunzendahl Cell: (859) 745-3148 <a href="mailto:elizabeth.bunzendahl@usda.gov">elizabeth.bunzendahl@usda.gov</a>	Sean O’Neal Cell: (352) 425-1915 <a href="mailto:sean.o’neal@usda.gov">sean.o’neal@usda.gov</a>  Tiffany Rook Cell: (252) 599-7779 <a href="mailto:tiffany.rook@usda.gov">tiffany.rook@usda.gov</a>

Geographic Area	Geographic Area Coordinator	Alternate
National	Matthew Engbring Cell: (928) 326-3753 <a href="mailto:matthew.engbring@usda.gov">matthew.engbring@usda.gov</a>	Melissa Jenkins Phone: (202) 744-9094 <a href="mailto:melissa.l.jenkins@usda.gov">melissa.l.jenkins@usda.gov</a>  Stacey Grimes Phone: 503-307-2256 <a href="mailto:stacey.grimes@usda.gov">stacey.grimes@usda.gov</a>

### COMMUNITY MITIGATION ASSISTANCE TEAMS (CMAT)

Community Mitigation Assistance Teams help communities build sustainable local capacity for wildland fire mitigation. This can be accomplished during high fire risk periods before, during or after a wildland fire 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 positions 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 wildland fire risk reduction.
- Team members are name requested as THSP - CMAT through established ordering channels.

#### Requesting a CMAT

To request a CMAT, complete the request form found on the USDA Forest Service, Community Mitigation Assistance Team [website](#).

### FIRE AND AVIATION SAFETY TEAM (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:

- 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 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 NICC.

FASTs will be chartered by their respective Geographic Area Coordinating Group (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; “FAST – Team, Fire and Aviation Safety.”

## **AVIATION SAFETY AND TECHNICAL ASSISTANCE TEAM (ASTAT)**

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

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.

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

### **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 (NFES 2724)*

Team members ordered through established channels will be mobilized as THSPs. Requests for SAIT members 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 Officer