

## CHAPTER 20

### OVERHEAD AND TEAMS

#### OVERHEAD AND TEAMS OVERVIEW

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 listed at: <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

Prior to placing a name request (overhead) order, the ordering unit should pursue filling needed positions through established ordering channels to satisfy national goals of the closest forces concept; to ensure cost-effective ordering and provision of quality training opportunities.

Personnel being name requested shall be in the resource ordering system with current qualification prior to placing the request. The ordering unit must confirm availability of the requested individual prior to placing the request. All name requests must include the individuals current dispatch location.

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

NMAC reserves the authority to issue further restrictions or guidance concerning name request orders at any point throughout the year.

### **Technical Specialist**

The use of the Technical Specialist (THSP) position code should be name requested and used when no established NWCG catalog item representative of the job to be performed exists. (Duty Officer, Air Resource Advisor etc.)

### **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*.

For minimum module standards for national mobilization, see:

- *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*:  
<https://www.nifc.gov/standards/guides/red-book>
- *NWCG Standards for Wildfire Module Operations, PMS 430*:  
<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:

- 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 module standards for national mobilization for helicopter modules, see *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

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.

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.

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**

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

The USDA Forest Service operates 12 rappel bases nationally located in the following Geographic Areas; Northern Rockies, Great Basin, California, and Northwest. 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 “RPIA – Load, Rappeller, Initial Attack” on an Aircraft request. 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. Any additional support needs may be documented 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 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 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.

### **Pilots – Leadplane, Aerial Supervision Module and Smokejumper Qualifications**

For a complete list of Leadplane, 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)

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

NIICD Communications Duty Officer: (208) 387-5644

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.

**Field COMC Duties and Responsibilities:**

- 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.

**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.

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 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 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. 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).

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)**

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

#### **NMAC Management of IMTs**

NMAC has delegated authority to prioritize and direct the use of all team assignments for Complex, Type 1, Type 2, National Incident Management Organization (NIMO), and Area Command IMTs as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons.

When situations warrant, rationale is required by NMAC for assignment of Complex, Type 1, Type 2, NIMO, and Area Command Teams prior to mobilization. This includes internal assignments.

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 seven days of unavailability upon return from any assignment (including preposition) of seven days or more (exclusive of travel). This includes IMTs on the national rotation as well as IMTs on internal GA rotations.

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

National Complex and 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-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 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 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.

### **IMT Configurations - All**

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 Complex or Type 1 or 2
- Procurement Unit Leader
- Comp/Claims Unit Leader

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

### **Type 1 and 2 IMT Configuration**

Type 1 and 2 IMTs ordered through NICC will be requested as either a long or short team.

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, six (6) IMT trainee positions and eight (8) GACC priority trainees.

Configuration of Type 1 and Type 2 IMTs can be found at:

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

### **Complex IMT Configuration**

All CIMT configurations should follow NMAC CORRESPONDENCE M2023-01 located at:

[https://www.nifc.gov/nicc/administrative/nmac/NMAC\\_M2023-01.pdf](https://www.nifc.gov/nicc/administrative/nmac/NMAC_M2023-01.pdf)

### **National IMT Rotation Process**

- For 2023, there are 21 IMTs in the national rotation.
- Geographic Area Coordination Centers (GACCs) will ensure their respective IMTs in the national rotation are rostered in the Interagency Resource Ordering Capability (IROC) as the appropriate catalog item (e.g., Complex IMT or Type 1 IMT). The NICC will



coordinate with ordering and sending Geographic Areas to ensure the IMT order matches the IMT catalog item at the time of mobilization.

- Complex/Type 1 IMTs remain on-call for a maximum of seven days.
- At the time (clock hour and day of the week) an IMT from the national rotation is requested, the next eligible 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 teams in national rotation will also be notified of the schedule change. Geographic Areas unable to provide an IMT when ordered for a national assignment will be listed as unavailable on the national rotation and will not be considered until the designated slot rotates into position again.
- Geographic Areas with more than one Complex/Type 1 IMT may decide which eligible team responds to a national call.
- Geographic Areas must pass if no eligible IMT can meet the two-hour call.
- Complex, Type 1 and Type 2 IMTs will be considered unavailable for a national assignment if the primary Incident Commander or two Command & General Staff positions are vacant. The Deputy Incident Commander may be allowed to take the team with Geographic Area Multi-Agency 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 an IMT has been committed to an incident, either internally or nationally, it will remain ineligible for a national assignment until all eligible, available IMTs have had an assignment. Once all eligible, available IMTs have had an assignment within Round 1, the national rotation will begin Round 2, following the same procedures that applied in Round 1.
- At the end of any round where three or less IMTs remain without an assignment in that round, each of those IMTs will be given one rotation period/week in the number one position before moving to the next round.
- A committed IMT that is reassigned to additional incidents prior to being demobilized to their home unit will be counted as a single assignment within the round they were mobilized.
- IMTs that are mobilized but 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 towards the current round.
- Once an 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 an IMT has been staged by a Geographic Area, the IMT 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 Complex/Type 1 IMT request, the first eligible IMT in national rotation will be ordered.
- The Geographic Area will coordinate with NICC before reassigning an out-of-area Complex/Type 1 IMT to another incident.

- Geographic Areas with only one Complex/Type 1 IMT may stand the team down for rest after coordination with NICC.
- NMAC retains the authority to manage all team assignments as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons. This also includes the authority to amend the national rotation or proceeding to the next round as necessary.
- 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.

The National rotation and current assignment history for the Complex/Type 1 IMTs is maintained throughout the calendar year at: <https://www.nifc.gov/nicc/logistics/overhead/overhead.htm>.

### **NIMO Teams**

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

### **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)

The Area Commander position may only be filled by a current agency employee.

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

### **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 a combination 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 which are 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.

### **Incident Support Teams**

Teams will be ordered using an Overhead Group Request in IROC. Overhead requests for specialized team members of non-standard teams, such as After-Action-Review teams, will be placed as Technical Specialist (THSP).

## **INTERAGENCY BUYING TEAMS (BUYT)**

The primary mission of a BUYT is to support the local administrative staff with incident acquisition. BUYTs are ordered by the incident host agency and report to the Agency Administrator or other designated incident agency personnel.

Additional information on BUYT, including responsibilities and coordination, can be found in the following:

- *NWCG Standards for Incident Business Management, PMS 902:*  
<https://www.nwcg.gov/sites/default/files/publications/pms902.pdf>
- *National Interagency Buying Team Guide:*  
<https://www.nwcg.gov/committees/incident-business-committee>

### **BUYT Configuration**

National Interagency BUYTs are comprised of a leader and six (6) team members. One (1) of the six (6) members may be assigned as an assistant or deputy leader. In addition to the seven (7) member team, personnel from the incident host agency or alternate Buying Team members may be added as needed, to supplement the primary team. Two (2) members of the team must be Contracting Officers. National Interagency BUYTs will consist of the following positions:

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

Geographic Interagency BUYT's can range in personnel from three (3) to five (5) members, one member shall have delegated procurement authority, i.e., warrant.

- One (1) qualified procurement personnel.
- Two to three (2-3) personnel support positions.
- One (1) trainee.

### **BUYT Mobilization**

Interagency BUYTs will be mobilized according to the national call-out procedures from the Interagency BUYT Rotation managed by NICC. Orders for BUYTs will be placed through established ordering channels using an Overhead Group Request; “BUYT – Team, Buying”.

To the extent possible, each Geographic Area should train and make available a minimum of one BUYT that is available for national dispatch.

Geographic Areas will internally mobilize their National or Geographic Area Buying Teams, or ad-hoc Buying Teams before requesting a National or Geographic Area Interagency Buying Team from NICC. Requests for Buying Teams will specify National or Geographic Area team in the “Special Needs” of the request. National and Geographic Area BUYTs are mobilized according to national call-out procedures.

### **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.

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:

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

### **PAYMENT TEAMS**

National Park Service Payment Teams are no longer ordered on a rotational basis.

Before a Payment Team is ordered to audit and process DOI incident invoices, the ordering unit should contact one of the individuals listed below:

Julie Bennett	(775) 315-0465	<a href="mailto:julie_bennett@nps.gov">julie_bennett@nps.gov</a>
Stephanie Auten	(806) 275-0538	<a href="mailto:stephanie_auten@nps.gov">stephanie_auten@nps.gov</a>

Once the configuration of the team is determined, requests for Payment Teams will be placed through established ordering channels using an Overhead Group Request; “PAYT – Team, Payment”. 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.

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

The DOI maintains one National BAER Team to assist field units 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	Lou Ballard	(208) 387-5584	<a href="mailto:lou_ballard@fws.gov">lou_ballard@fws.gov</a>
NPS	Jennifer Gibson	(458) 231-4342	<a href="mailto:jennifer_gibson@npd.gov">jennifer_gibson@npd.gov</a>
BIA	Jennifer Hickman	(505) 553-2205	<a href="mailto:jennifer.hickman@bia.gov">jennifer.hickman@bia.gov</a>
BLM	Brad Jost	(307) 274-0937	<a href="mailto:bjost@blm.gov">bjost@blm.gov</a>

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 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 on-site 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 on-site.

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 (3) 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; “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	Jennifer Hansen Phone: (801) 361-6449 <a href="mailto:jennifer.hansen@usda.gov">jennifer.hansen@usda.gov</a>	Kelsey Griffiee Phone: (775) 386-7430 <a href="mailto:kgriffiee@blm.gov">kgriffiee@blm.gov</a>
Eastern	VACANT Follow Agency Ordering Procedures	N/A
Northern Rockies	Chris Johnson Phone: (406) 529-7751 <a href="mailto:Christopher.johnson5@usda.gov">Christopher.johnson5@usda.gov</a>	N/A
Northwest and Alaska	Jacob Gear Phone: (541) 589-4669 <a href="mailto:jacob.gear@usda.gov">jacob.gear@usda.gov</a>	Zach Ellinger Phone: (503) 798-5499 <a href="mailto:zellinger@blm.gov">zellinger@blm.gov</a>
California	Joe Labak Phone: (951) 202-0627 <a href="mailto:Joseph.labak@usda.gov">Joseph.labak@usda.gov</a>	N/A
Rocky Mountain	James White Phone: (970) 420-2726 <a href="mailto:James.a.white@usda.gov">James.a.white@usda.gov</a>	N/A
Southern	E.J. Bunzendahl Phone: (859) 745-3148 <a href="mailto:elizabeth.bunzendahl@usda.gov">elizabeth.bunzendahl@usda.gov</a>	N/A
Southwest	Francisco Salazar Phone: (505) 842-3897 Alternate: (505) 239-2668 <a href="mailto:Francisco.Salazar@usda.gov">Francisco.Salazar@usda.gov</a>	N/A
National	Zach Ellinger Phone: (503) 798-5499 <a href="mailto:zellinger@blm.gov">zellinger@blm.gov</a>	N/A

### 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* found at:

<https://www.forestsandrangelands.gov/strategy/thestrategy.shtml>

### **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 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 located at:

<https://www.fs.usda.gov/managing-land/fire/cmat>

## **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.

FASTs 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. An ASTAT 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