

ALASKA
MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT
AND
STAFFORD ACT RESPONSE AGREEMENT

Between

UNITED STATES DEPARTMENT OF THE INTERIOR

BUREAU OF INDIAN AFFAIRS

Alaska Region

Agreement # 10KE023046

DUNS No. 070395728

BUREAU OF LAND MANAGEMENT ALASKA

Agreement # AK-2010-0001

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FISH AND WILDLIFE SERVICE

Alaska Region

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Alaska Region

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UNITED STATES DEPARTMENT OF AGRICULTURE

FOREST SERVICE

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STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

Agreement # MI-10-032

DUNS No. 103328576

AUTHORITIES

Alaska National Interest Lands Conservation Act of December 2, 1980 (94 Stat. 2371; 16 U.S.C. Ch. 51)

Alaska Native Claims Settlement Act of December 18, 1971 (85 Stat. 688; 43 U.S.C. 1601)

Alaska Statutes 41.15.010 – 41.15.170

Bureau of Indian Affairs Act, as amended (67 STAT. 495; 16 U.S.C. 1b)

Cooperative Forestry Assistance Act of July 1, 1978, as amended (16 U.S.C. 2101-2114, PL95-313)

Cooperative Funds Act of June 30, 1914 (16 U.S.C. 498 as amended by PL 104-107)

Cooperative Funds and Deposits Act of Dec 12, 1975 (P.L. 94 148, 16 U.S.C. 565 A1 – A3)

Department of the Interior and Related Agencies Appropriations Act, 1999 , as included in P.L. 105-277, section 101(e)

Department of the Interior and Related Agencies Appropriations Acts

Disaster Relief Act of May 22, 1974 (42 U.S.C. 5121 as amended)

Economy Act of June 30, 1932 (31 U.S.C., 1535 as amended, PL 97-258 and 98-216)

Federal Land Policy and Management Act of Oct. 21, 1976 (P.L.94 579; 43 U.S.C.)

Granger-Thye Act of April 24, 1950 (16 U.S.C., Sec 572)

Homeland Security Act of 2002 (H.R. 5005-8)

Homeland Security Presidential Directive-5

National Indian Forest Resources Management Act (P.L. 101-630, Title III)

National Park Service Act, as amended (67 Stat. 495; 16 U.S.C. 1b)

National Wildlife Refuge Administration Act of 1966 (16 U.S.C. 668dd-668ee, 80 Stat. 927, as amended)

National Wildlife Refuge System Improvement Act of 1997 (P.L. 105-57)

NPS Organic Act (16 U.S.C.1)

Protection Act of September 20, 1922 (42 Stat. 857; 16 U.S.C. 594)

Reciprocal Fire Protection Act of May 27, 1955 (69 Stat. 66; 42 U.S.C. 1856 A, PL 84-46)

Robert T. Stafford Disaster Relief and Emergency Assistance Act (P.L. 93-288)

Taylor Grazing Act of June 28, 1934 (48 Stat. 1269; 43 U.S.C. 315)

Watershed Restoration and Enhancement Act of 1998 (P.L. 105-77)

Fish and Wildlife Coordination Act (16 USSC 661)

Intergovernmental Personnel Act (5 U.S.C. 3371 & 3372)

ACRONYMS

AFS	Bureau of Land Management, Alaska Fire Service
AICC	Alaska Interagency Coordination Center
AIMG	Alaska Interagency Mobilization Guide
AIWFMP	Alaska Interagency Wildland Fire Management Plan
AMAC	Alaska Multi-Agency Coordination Group
AMD	Aviation Management Directorate
AOP	Annual Operating Plan
AS Alaska	Statute
AWFCG	Alaska Wildland Fire Coordinating Group
BIA	DOI, Bureau of Indian Affairs
BLM	DOI, Bureau of Land Management
DCIA	Debt Collection Improvement Act of 1996
DEC	Alaska Department of Environmental Conservation
DHS	United States Department of Homeland Security
DM	DOI, Department Manual
DNR	State of Alaska, Department of Natural Resources
DOA	United States Department of Agriculture
DOI	United States Department of the Interior
EFF	Emergency Fire Fighter
FEMA	DHS, Federal Emergency Management Agency
FMAGP	Fire Management Assistance Grant Program
FMO	Fire Management Officer
FOIA	Freedom of Information Act
FWS	DOI, Fish and Wildlife Service
GIS	Geographic Information System
IBMH	Incident Business Management Handbook
IMT	Incident Management Team
JIC	Joint Information Center
MAC	Multi-Agency Coordination Group
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NIIMS	National Interagency Incident Management System
NPS	DOI, National Park Service
NRF	National Response Framework
NWCG	National Wildfire Coordinating Group
RAWS	Remote Area Weather Station
ROSS	Resource Order and Statusing System
SLC	State Logistics Center
UFMP	Administrative Unit Fire Management Plan
USFS	United States Department of Agriculture Forest Service
WFDSS	Wildland Fire Decision Support System

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Exhibit D	Reimbursable Billings and Payments
Exhibit E	Sample Project and Financial Plan
Exhibit F	Sample Cost Share Agreement with Instructions
Exhibit G	Supplemental Fire Department Resources (Currently does not apply to Alaska)
Exhibit H	Use of and Reimbursement for Shared Resources in Stafford Act Response Actions
Exhibit I	Stafford Act Glossary

PURPOSE

The purpose of this Master Cooperative Wildland Fire Management Agreement (hereinafter called this Agreement) is to document the commitment of the Parties to this Agreement to improve efficiency by facilitating the coordination and exchange of personnel, equipment, supplies, services, and funds among the Parties to this Agreement in sustaining wildland fire management activities. This includes prevention, preparedness, communication and education, fuels treatment and hazard mitigation, fire planning, response strategies, tactics and alternatives, suppression and post-fire rehabilitation and restoration. It will also be the basis from which the United States Department of the Interior (DOI) agencies implement DOI Manual 620 (620 DM) and for United States Department of Agriculture Forest Service (USFS) to implement Forest Service Manual 5100.

This Agreement does not supersede individual agency policies and requirements. Where available, the unit fire management plans should be used in conjunction with this agreement and its associated annual operating plan to reference supplemental fire management information applicable to that unit.

In addition to improving efficiency in addressing wildland fire management activities, this Agreement facilitates improved coordination regarding other incidents. The National Response Framework (NRF) applies to all Federal departments and agencies that may be requested to provide assistance or conduct operations during all-hazard events. However, this Agreement only covers such events that are declared as emergencies or major disasters that occur under the auspices of a Presidential Declaration of Emergency or Major Disaster under the Stafford Act, which may include wildland fire management and non-wildland emergencies or major disasters. These events also require a coordinated response by an appropriate combination of State and Tribal entities, along with the Federal Agencies. This Agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the Federal Emergency Management Agency (FEMA) in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities. Planning through this Agreement will enable better use of shared response to these types of situations.

The Parties to this Agreement are:

The State of Alaska, Department of Natural Resources, hereinafter called "DNR"; and

The United States Department of Agriculture Forest Service, Alaska Region (Region 10), hereinafter called "USFS"; and

The DOI, Bureau of Indian Affairs, Alaska Region, hereinafter called "BIA"; and

The DOI, Bureau of Land Management, Alaska, hereinafter called "BLM" and the Bureau of Land Management, Alaska Fire Service, hereinafter called "AFS"; and

The DOI, Fish and Wildlife Service, Alaska Region (Region 7), hereinafter called "FWS"; and

The DOI, National Park Service, Alaska Region, hereinafter called "NPS."

The USFS, BIA, BLM including AFS, FWS, and NPS may hereinafter be jointly called the "Federal Agencies." The Federal Agencies and DNR will hereinafter be referred to as the "Parties to this Agreement."

Words and phrases used herein may have different meanings or interpretations for different readers. To establish a "common" understanding, words and phrases as used herein are defined in the Glossary attached as Exhibit A. The hierarchy of terminology will be those defined in law, those defined in policy, those defined in this Agreement and then all other agency and interagency documentation.

The applicable definitions for the responses to wildland fire or the Stafford Act correspond to the National Wildfire Coordinating Group (NWCG) Glossary of Wildland Fire Terminology, found on the NWCG web-

page (<http://www.nwccg.gov/>, or by direct link at <http://www.nwccg.gov/pms/pubs/glossary/index.htm>), and the Stafford Act Response terminology available at the FEMA NRF Resource Center glossary (www.fema.gov/emergency/nrf/glossary).

1) Incorporation of Exhibits into this Agreement

The following exhibits are hereby incorporated into this Agreement

Exhibit A	Glossary of Terms
Exhibit B	Principal Contacts
Exhibit C	Alaska Statewide Annual Operating Plan (AOP) Incorporated by reference: Alaska Interagency Mobilization Guide (AIMG) Alaska Interagency Wildland Fire Management Plan (AIWFMP)
Exhibit D	Reimbursable Billings and Payments
Exhibit E	Sample Project and Financial Plan
Exhibit F	Sample Cost Share Agreement
Exhibit G	Supplemental Fire Department Resources (Currently does not apply in Alaska)
Exhibit H	Use of and Reimbursement for Shared Resources in Stafford Act Response Actions
Exhibit I	Stafford Act Glossary

Exhibits to this Agreement may be revised upon request of the Parties to this Agreement through execution of the Statewide AOP. The latest revision of any Exhibit will automatically be incorporated into this Agreement without necessitating a formal modification.

2) Acknowledgement of Supplements to this Agreement

Supplements to this Agreement, AOPs, Project and Financial Plans, and Cost Share Agreements will further describe working relationships, financial arrangements, and joint activities not otherwise specified under the terms of this Agreement.

3) Hierarchy and Precedence

Any inconsistencies in this Agreement and attachments shall be resolved by giving precedence in the following order:

a. This Agreement

This Agreement applies statewide to all signatories and serves as the basis for interagency relationships. The DNR Commissioner and the Alaska directors of the Federal Agencies are the signatories on behalf of their agency and administrative units.

b. Alaska Statewide Annual Operating Plan

The Alaska Statewide AOP further defines statewide interagency working relationships, roles, responsibilities, standards and expectations. It provides for a consistent approach to fire operations with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication. It addresses issues affecting cooperation, protocols,

financial arrangement and joint activities. The AIWFMP and the AIMG are incorporated by reference into the Statewide AOP. It will be updated annually to address issues and concerns.

4) Administrative Unit Fire Management Plan (UFMP)

The UFMP references and cites agency and unit fire management policies. It addresses the unit's enabling legislation and purpose, includes a summary of the significant resources and values of the unit, and identifies, in broad programmatic terms, the direction found in the land and resource management plans, such as goals, objectives, standards, guidelines, and/or desired future condition(s) as they pertain to fire management. The UFMP is the primary reference for decision support documentation for an incident on that unit.

RECITALS

1. **Intermingled or Adjacent Lands:** Lands for which the DNR is statutorily responsible for wildland fire protection in Alaska, and the lands for which the respective Federal Agencies are responsible, are intermingled or adjacent in some areas, and wildland fires on these intermingled or adjacent lands may present a threat to the lands of the other.
2. **Parties to this Agreement:** The Parties to this Agreement maintain fire protection and/or fire management organizations.
3. **Coordinated Efforts:** It is to the mutual advantage of the Parties to this Agreement to coordinate efforts for the prevention, detection and response to wildfires, fuels management, suppression, non-wildland fire emergencies (as authorized), and cooperative projects for resource and protection objectives in and adjacent to their areas of responsibility, and to limit duplication and improve efficiency and effectiveness.

The Parties agree that wildland fire protection services are best managed by designation of defined protection areas with the primary intention of providing cost effective suppression services and minimizing unnecessary duplication of suppression systems (620 DM 2.4). Each of the protection areas will have an assigned agency that provides operational and tactical oversight.

4. **State Resource Availability:** It is the intent of the Parties to this Agreement that the DNR and their cooperating resources be available to assist in fire management activities on all federal lands, and on other lands upon which the Federal Agencies are responsible to protect.

It is noted that local fire resources are often mobilized within a state pursuant to a separate state agreements with local fire departments or fire organizations, with reimbursement handled according to the terms detailed within that agreement.

5. **Federal Resource Availability:** It is the intent of the Parties to this Agreement that federal resources be available to assist in fire management activities on all state, municipal and private lands the DNR is responsible to protect; the Federal Agencies have entered into a national Interagency Agreement for Fire Management to cooperate in all aspects of fire management. (See *National Interagency Mobilization Guide*)
6. **Stafford Act Responses:** It is expected that all federal, state and local agencies will coordinate assistance and operations during Presidential/Stafford Act declared emergencies and major disasters by following the procedures and requirements established in the NRF. This Agreement documents the commitment of the Parties to provide cooperation, resources, and support to the Secretary of Homeland Security and Administrator of the FEMA in the implementation of the NRF, as appropriate and consistent with their own authorities and responsibilities.

NRF activities will be accomplished utilizing established dispatch coordination concepts. Situation and damage assessment information will be transmitted through established fire suppression intelligence channels.

State Disaster Declarations and non-Stafford Act response resource requests are outside the scope of this Agreement.

7. **Expectations:** The roles and expectations of Parties to this Agreement will be identified further in the Statewide AOP and shall be distinguished as follows:

- a. **Jurisdictional Agency:** The agency having overall land and resource management responsibility for a specific geographical or functional area as provided by federal or state law.

“Nothing herein relieves agency administrators of the responsibility and accountability for activities occurring on their respective land.” (620 DM 2.4A) “Each agency will continue to use its delegated authority for the application of wildland fire management activities such as planning, education and prevention, use of prescribed fire, establishing emergency suppression strategies, and setting emergency suppression priorities for wildland suppression organizations on respective agency lands.” (620 DM 2.4C)

The Jurisdictional Agencies are:

- For the Tongass and the Chugach National Forests, the USFS is the Jurisdictional Agency.
- For DOI-administered lands, Jurisdictional Agencies are BIA, BLM, FWS, and NPS.
- For State, private and municipal lands, the DNR is the Jurisdictional Agency. (DNR Department Order 113)
- For Alaska regional and village corporation lands conveyed under Alaska Native Claims Settlement Act, the Native corporation who has the surface rights is the Jurisdictional Agency; however, when necessary, AFS may act as the Jurisdictional Agency representative for those corporate lands.

- b. **Protecting Agency:** The agency responsible for providing and coordinating safe, cost-effective emergency wildland fire suppression services within a specific geographical area pursuant to its responsibility as specified and provided by law, policy, or this cooperative agreement. Suppression is defined as a management action intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread.

The Protecting Agencies are divided into geographic units that are responsible for all wildfire suppression services and other - services as provided by this agreement within that geographic unit: the DNR units are called “Areas”; the AFS units are “Zones” and the USFS units are “Forests”.

Under this Agreement, each Protecting Agency agrees to act as an agent of the other within their Protection Area and this Agreement delegates the authority for each agency to provide wildland fire protection services to all the jurisdictional agencies within their Protection Area. Protection Areas are addressed in Clause 16 of this agreement. The agencies accountable for compliance and performance of the delegated authority for wildland fire protection services under this Agreement are the AFS, DNR and USFS.

The Protecting Agencies’ inherent responsibilities are based on the following:

- The DNR has the responsibility, pursuant to Alaska Statute (AS) 41.15.010, to provide protection from wildland fire and other destructive agents, commensurate with the values

at risk, on land that is owned privately, by the state, or by a municipality. Statute 41.15.030 (a) authorizes the commissioner to enter into protection contracts.

- The AFS has the responsibility, pursuant to 620 DM 2.4, to provide safe, cost-effective emergency wildland fire suppression services in support of land, natural and cultural resource management plans on DOI administered land and on those lands that require protection under the Alaska Native Claims Settlement Act, as amended (43 U.S.C.1620(e)). In addition, by agreement, AFS provides wildland fire and fuels management services on specified lands to the U.S. Army-Alaska.
- The USFS has the responsibility, pursuant to the Organic Administration Act, June 4, 1897 (16 U.S.C. 551), for wildland fire management on all lands administered by the Tongass and Chugach National Forests.

Structure fires and fires contained within dumps are the responsibility of local fire departments and are outside the scope of this Agreement.

- c. **Supporting Agency:** Any agency or entity, including agencies and entities not party to this agreement, which provides suppression or other support and resource assistance to a Protecting Agency.

In consideration of the mutual commitments and conditions herein, it is agreed as follows:

INTERAGENCY COOPERATION

8. Coordinating Groups

- a. **Alaska Wildland Fire Coordinating Group:** The Alaska Wildland Fire Coordinating Group (AWFCG) group provides coordination and recommendations for all interagency fire management activities in Alaska. Membership, procedures, and guidelines are documented in the AWFCG Memorandum of Understanding and Standard Operating Procedures available at <http://fire.ak.blm.gov/administration/awfcg.php>
 - b. **Alaska Multi-Agency Coordination Group:** The Alaska Multi-Agency Coordination Group (AMAC) provides a forum to discuss actions to be taken to ensure that an adequate number of resources are available to meet anticipated needs and to allocate those resources most efficiently. When activated and as warranted, the AMAC is tasked with the following: incident prioritization; resource allocation; coordination of state and federal disaster responses; political interfaces; media and agency information; anticipation of future resource needs; and the identification and resolution of issues. The *AMAC Operations Handbook* is available at <http://fire.ak.blm.gov/administration/mac.php>
 - c. **DOI Alaska Fire Committee:** This committee is comprised of regional fire management staff from the DOI agencies and is responsible for coordinating the DOI's implementation of the National Fire Plan, national policy, Departmental policy, and evolving legislative mandates in Alaska with regard to wildland fire.
9. **National Incident Management System:** The Parties to this Agreement will operate under the concepts defined in the Department of Homeland Security's (DHS) National Incident Management System (NIMS) or the NWCG National Interagency Incident Management System (NIIMS). In implementing these concepts, Parties to this Agreement will follow the NWCG's minimum standards as defined in the

Wildland Fire Qualifications Systems Guide (Publication-310-1). The organizational structure for managing each incident will be the Incident Command System (ICS).

10. **Annual Operating Plans:** A statewide AOP has been developed. Zone/Area/Forest AOPs may be developed that tier to this Agreement. The following AOPs are listed in descending order of precedence:

- a. Alaska Statewide Annual Operating Plan

The Alaska Statewide AOP will address issues affecting statewide cooperation and fiscal obligations. For the 2010 fire season, the DNR Commissioner and the Alaska directors of the Federal Agencies are the signatories on behalf of their agency and administrative units. The AFS Manager, DNR Chief of Fire and Aviation, the BIA Regional Fire Management Officer, the FWS Regional Fire Management Coordinator, the NPS Regional Fire Management Officer and the USFS Regional Fire Director will also be signatories. The AIMG and the AIWFMP are incorporated by reference into the Alaska Statewide AOP.

For the duration of this Agreement (2011-2014 or until superseded), the Statewide AOP signatories will be the DNR Chief of Fire and Aviation, the AFS Manager, USFS Regional Fire Director, and the regional fire management officers of FWS, NPS & BIA.

- b. Zone/Area/Forest/local Jurisdictional Units Annual Operating Plans

Agency administrators for the Jurisdictional and Protecting Agencies will approve the initial AOPs developed by the local fire management staff. For example, an AOP developed by the Jurisdictional Agency administrative unit Fire Management Officer(FMO) and the Protecting Agency FMO would be reviewed and approved by the Jurisdictional Agency administrator(s), the AFS Manager, the DNR Chief of Fire and Aviation, and, when USFS lands are affected, the appropriate level USFS agency administrator i.e. Kenai Peninsula and Southeast Alaska. UFMP may be incorporated by reference into the Zone/Area/Forest AOPs. Terms and conditions in Area/Zone/Forest AOPs may not conflict with the Alaska Statewide AOP.

- c. Project Plans

Project plans with multi-agency participation that are developed for specific non-suppression, fire related projects will be documented in local agreements or other appropriate written documents. Documentation will include the objectives, specific authorizing law, role of each agency, and each agency's share of cost.

11. **Interagency Fire Dispatch Centers:** The Parties to this Agreement may agree to maintain, support, and participate in Interagency Fire Dispatch Centers.

Staffing, funding, and level of participation will be agreed to by the affected Parties to this Agreement and documented in AOPs and/or appropriate mobilization guides.

12. **Alaska Interagency Coordination Center:** The Parties to this Agreement recognize the Alaska Interagency Coordination Center (AICC) in Fairbanks, as the Geographic Area Coordination Center for Alaska. The AICC will be the interagency focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout Alaska and nationally with the exception of resources mobilized under the authority of the Northwest Compact and internal movement of agency resources related to agency-specific missions. Guidance for internal agency movement of resources is contained in the Statewide AOP.

13. **Interagency Resources:** Interagency funding, staffing, and utilization of resources and facilities will be pursued by the Parties to this Agreement whenever an interagency approach is determined to be cost effective and in the best interest of the Parties. Shared staffing and funding will be negotiated by the Parties and documented in AOPs, and will be subject to the availability of appropriations.

To the extent practical, additional preparedness and severity requests will be coordinated as identified in the Statewide AOP.

The Alaska Interagency Type 1 and 2 Incident Management Teams (IMTs) are managed by the AWFCG Operations Committee at National Preparedness Levels 1 through 3. The National Multi-Agency Coordination Group will manage these resources at Preparedness Levels 4 and 5.

14. **Standards:** It is the goal of the Parties to this Agreement to achieve common standards within the Parties' best interest, recognizing differing agency missions and mandates. Each Party to this Agreement recognizes that other Parties' standards are reasonable, prudent, and acceptable. This clause is not intended to affect the Jurisdictional Agency's land management standards.

Assigned personnel will function under the Protecting Agency's health and safety, and air operations procedural policies unless the agency's policies of assigned personnel are more stringent. In that case, the more stringent agency's policies will be followed by that individual. Written exemptions may exist and will be addressed in the AOP. When safety issues, concerns, or questions develop, an agency subject matter expert will be contacted for resolution.

The Alaska Statewide AOP addresses standards for non-agency resources. Aviation operation protocols and standards are addressed in Clause 43 of that AOP.

Alaska interagency standards are also addressed in the AIMG and the AIWFMP.

PREPAREDNESS

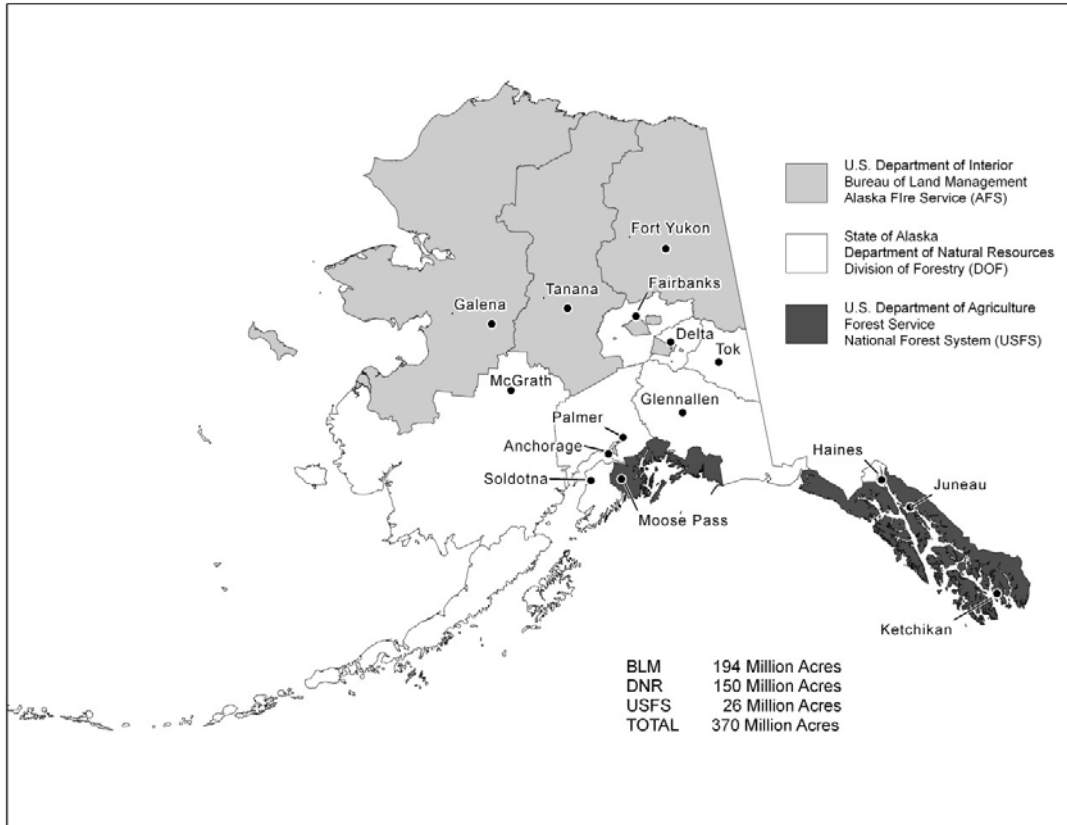
15. **Protection Planning:** Jurisdictional and Protecting Agencies will review management option designations as defined in the AIWFMP. Changes are submitted through the AWFCG procedures found at <http://fire.ak.blm.gov/administration/awfcg.php>.
16. **Protection Areas and Boundaries:** Protection areas have been mutually agreed upon and authorized by this Agreement. The AFS-DNR-USFS boundaries are delineated in the map atlas maintained by AICC and electronically available through the AFS. In general, AFS provides wildland fire suppression services to all jurisdictional agencies north of the Alaska Range; DNR provides those services south of the Alaska Range, southwest Alaska and the Haines Area; the USFS furnishes wildland fire suppression services on the Kenai Peninsula within the Chugach National Forest boundary and southeast Alaska with the exception of the Haines Area. The Annette Island Reserve (Metlakatla Indian Reserve) is outside the scope of this agreement.

Figure A below depicts Alaska Protection Areas.

Changes to the AFS-DNR-USFS boundaries may be made at the recommendation of the Protecting and Jurisdictional Agency representatives. The process is defined in the Statewide AOP.

17. **Fire Protection and Suppression:** This Agreement authorizes each Protecting Agency to act as an agent of the other within their Protection Area per the delegated authority as stated in the Recitals in this Agreement.

Figure A: Alaska Protection Areas



18. **Joint Projects and Project Plans:** The Parties to this Agreement may jointly conduct cooperative projects, within their authority and as authorized by law, to maintain or improve their fire management services and activities. These projects may involve such activities as prescribed fire/fuels management, pre-suppression, fire analysis/planning, rehabilitation, training, prevention, public affairs, and other beneficial efforts. Such projects will be documented in local AOPs, or other appropriate written documents, referencing the appropriate authority. Documentation will include the objectives, role of each agency, and each agency's share of costs.

Project plans may be executed by agency administrators of Parties to this Agreement and billed according to the criteria in the Alaska Statewide AOP, Exhibit D Reimbursable Billings and Payments, Exhibit E, Project and Financial Plan, and/or agency-specific required documents.

19. **Fire Prevention:** The Parties to this Agreement agree to cooperate in the development and implementation of fire prevention programs. Unit administrators will assure that fire prevention goals and activities are planned at local levels and are documented in AOPs, or project plans. Specific fire prevention plans should be developed by local interagency fire management personnel. The Parties to this Agreement may pool resources and share costs; details related to reimbursement will be agreed to and documented in the AOP or project plans. Unit administrators are encouraged to participate in local fire prevention cooperatives, organizations, or groups, where applicable.

20. **Public Use Restrictions:** Guidelines for implementing restrictions and closures shall be established in the Statewide AOP.

21. **Burning Permits:** Open debris burn permit procedures are included in the Statewide AOP. The burn permit program is managed by the DNR for specific activities and locations.

For prescribed fires, the Parties to this Agreement will follow the Alaska Department of Environmental Conservation (DEC) permitting requirement for open burn approvals.

22. **Prescribed Fire and Fuel Management:** Fuels projects are funded, planned, conducted and reported based on individual agency policy. When the opportunity arises, the Parties to this Agreement agree to cooperate in the development and implementation of prescribed fire and fuels management programs. Any Party to this Agreement may provide assistance to another Party as requested and agreed to for the purposes of performing prescribed fire or other fuels management work. Conditions of the assistance and details related to reimbursement will be agreed to and documented, through the procurement or project plan process. Any instrument processed under this clause shall be in accordance with each Party's applicable laws, regulations, and policy requirements.
23. **Smoke Management:** Within their authorities, the Parties to this Agreement agree to cooperate in smoke management efforts for wildfires and prescribed fires. Additional direction is in the Statewide AOP.

OPERATIONS

24. **Fire Notifications:** When a Jurisdictional Agency discovers a fire, they will promptly notify the appropriate Protecting Agency. Likewise, Protecting Agencies will promptly inform Jurisdictional Agencies of fires occurring on or threatening their lands. Notification standards are listed in the AIWFMP and the Statewide AOP.
25. **Closest Forces Concept:** Dispatching of initial attack suppression resources uses the closest available and appropriate resource as determined by the Protecting Agency FMO. This dispatch procedure applies to all responding Jurisdictional or Protecting Agency resources. The Protecting Agency retains operational control of the incident.
26. **Independent Actions:** Normally all fires will be suppressed by the Protecting Agency but there may be instances where the Jurisdictional Agency may discover a fire and take immediate actions. In such instances, the Party taking action will promptly notify the Protecting Agency to identify what other resources are en-route and ensure mitigation of safety issues. The Protecting Agency retains operational control of the incident.
27. **Protection Area Boundary Line Fires:** A boundary line fire, as defined in Exhibit A, Wildland Fire Glossary of Terms, will be the initial attack responsibility of the Protecting Agencies on either side of the boundary. Neither agency will assume the other agency is aware of the fire or that the other agency will take action. Each agency will make every reasonable effort to communicate with the other concerning the fire. When location of the fire has been established, the Protecting Agencies will determine which has operational control.

When there is a question regarding a Protection Area boundary, the boundary will be determined by the Protecting Agency's Zone/Area/Forest FMOs in collaboration with the involved Jurisdictional Agency unit FMO. The determination will be documented and processed outlined in the Statewide AOP Clause 16, and recorded in the AICC map atlas and the AFS electronic files.

28. **Escaped Prescribed Fires:** See Clause 29 Response to Wildfire.
29. **Response to a Wildfire:** All fire suppression actions conducted on lands of another Party shall be consistent with that Party's fire management plan/policy and the terms of this Agreement.

A “Special Management Considerations” section in the AIWFMP and the UFMP, addressing resources and other management concerns, will be used by Jurisdictional Agency unit administrators to identify areas of special management consideration, and to communicate appropriate fire strategic objectives and constraints in firefighting tactical techniques i.e. use of retardant or dozers to the Protecting Agency.

The Jurisdictional Agency may provide an agency representative or appropriate environmental technical specialist to advise the Protecting Agency of any special management considerations that may influence suppression actions. The Incident Commander will incorporate special management considerations into the incident planning process.

The Parties to this Agreement recognize that, as in the *Guidance for Implementation of Federal Wildland Fire Management Policy (2009)*, the AIWFMP, and Unit FMPs, a wildland fire may concurrently be managed for one or more objectives. Objectives can change as the fire spreads across the landscape, affected by changes in environmental conditions, human influence, and institutional factors. Some portions of a wildland fire may receive a protection objective while other portions are managed for resource objectives, and those portions and objectives may change over the duration of the event. All affected Parties should be involved in developing the strategic objectives.

30. **Delegations of Authority:** Delegations of Authority will be jointly developed by the Jurisdictional and Protecting Agencies and will document procedures and criteria that specify direction, authority, and financial management guidelines to Incident Commanders.

This Agreement will serve as the Delegation of Authority from the Jurisdictional Agencies to the Protecting Agencies to implement initial response activities in accordance with AIWFMP. Fires that are Type 3 and above will receive a written delegation that has been jointly signed by Jurisdictional and Protecting Agencies. When the Jurisdictional and Protecting Agency is the same agency and is the employer of the Incident Commander, a written delegation for Type 3 incidents is optional.

31. **Priorities:** The protection of human life is the single, overriding suppression priority. Setting priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on the values to be protected, human health and safety, and the costs of protection.
32. **Preservation of Evidence:** As initial action is taken on a fire, the initial attack forces will preserve information and evidence pertaining to the origin and cause of the fire. Protecting and Jurisdictional Agencies shall render mutual assistance in the gathering of evidence to the fullest extent practicable. Jurisdictional Agencies are responsible for any investigation and ensuing legal actions. The Jurisdictional Agencies have the option of requesting the assistance of the Protecting Agencies.
33. **Stafford Act Responses:** For Stafford Act responses, procedures and requirements established in the NRF shall be utilized by Parties to this Agreement to authorize and accomplish any required response or support tasks. Any Party requesting support pursuant to a Stafford Act response shall issue written instructions and funding limitations to any Party providing cooperation, resources or support. Mobilization activities will be accomplished utilizing established dispatch coordination concepts per the current National Interagency Mobilization Guide.

USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

34. **Appropriated Fund Limitation:** Nothing herein shall be considered as obligating the Parties to this Agreement to expend funds, or as involving the United States, the State of Alaska, or the other Parties to this Agreement in any contract or other obligation for the future payment of money in excess of, or in

advance of, appropriated funds available for payment to meet the commitments of this Agreement and modifications thereto, except as specifically authorized by law.

35. **Duration of Assignments:** Consideration must be given to the health and safety of personnel when assigned to fires. The Parties to this Agreement agree that Incident Commanders will release initial response resources to their primary responsibilities as soon as priorities allow or unless otherwise agreed to by the home unit of the initial response resources. Incident Commanders shall adhere to work/rest policies specified within the Incident Business Management Handbooks.
36. **Fire Suppression and Cost Share Agreements:** The cost recovery and billing criteria for in-State fires are defined in the Statewide AOP.
 - a. **Federal Billings by Incident:** Federal agency billing procedures are carried out pursuant to the national Interagency Agreement for Fire Management between the BLM, BIA, NPS FWS and the USFS available in the *National Interagency Mobilization Guide*, Chapter 40. The DOI agencies and the USFS will submit bills for their reimbursable costs to the DNR as defined in AOP.
 - b. **DNR Billings by Incident:** DNR will bill AFS and the USFS for reimbursable costs as defined in the AOP. When DNR responds to an incident outside of the State of Alaska, the DNR will bill all applicable costs to the USFS unless the response is based upon the terms of the Northwest Compact.
37. **Incident / Fire Business Management:** Each party will abide by their own procurement regulations.
38. **Equipment and Supplies:** Equipment and supplies, (e.g., commonly used fire cache items such as pumps, hoses, nozzles, etc.) supplied by one Party and received by another Party shall become the responsibility of the receiving Party. Equipment and supplies shall be returned in the same condition as when received, reasonable wear and tear excepted. The receiving Party will repair or reimburse for damages in excess of reasonable wear and tear and will replace or reimburse for items unreturned with items of like or similar standard from the fire cache or supply unit on the incident, or via an authorization for replacement using a unique request number. Insurance or other reimbursement options may be pursued prior to replacement or reimbursement for lost, stolen or destroyed items.
39. **Licensing:** Drivers will hold appropriate licenses to meet state and federal laws and employing agency regulations and policies. Employees of the Parties to this Agreement may operate each other's vehicles provided the driver is qualified by the current operating guidelines and training requirements of their own agency and upon approval by the owning agency. Use will be for official purposes only.
40. **Training:** The Parties to this Agreement will cooperate to assure that training needs are provided that will produce safe and effective fire management and aviation programs. The intent is to champion high quality training, to minimize training costs by sharing resources, and to standardize training.
41. **Technology Systems:** The Parties to this Agreement may mutually agree to allow one another the use of the various technology systems and their components including computer system access, data transmission lines, and communication sites when there is a mutual benefit to the Parties to this Agreement. Separate interagency agreements exist for sharing of radio frequencies; see Statewide AOP for radio frequencies available for use by fire resources.
42. **Fire Weather Systems:** The Parties to this Agreement will cooperate in the gathering, processing, and use of fire weather data, including the purchase of compatible sensing systems and the joint use of computer software. The Parties to this Agreement will jointly evaluate and agree to any deletions or additions to the system.
43. **Aviation Operations:** The Parties to this Agreement agree to cooperate in use of aviation resources to foster effective and efficient use of aircraft and personnel. All aviation activities shall be conducted in accordance with each agency's aviation rules, policies and directives. For interagency missions defined

as missions with employees from two or more agencies on the aircraft, the standards of the agency with the most stringent rules, policies and directive apply.

44. **Billing Procedures:** See Statewide AOP and Exhibit D, Reimbursable Billings and Payments.
45. **Trespass Cost Recovery:** Authority to recover suppression costs and damages from those responsible for causing a fire varies depending on contracts, agreements, permits and applicable laws. The authorized representatives of affected agencies will attempt to reach mutual agreement as soon as possible after a fire on the strategy that will be used to recover suppression costs and damages from those responsible for such costs and damages. Such strategy may alter interagency billing procedures, timing and content as otherwise provided in this Agreement. Any Party may independently pursue administrative and civil actions against those responsible to recover suppression costs and other damages.

All reports and materials compiled or prepared in connection with establishing cause, extent, or potential liability for any fire or response incident shall be provided to the responsible Jurisdictional Agency. The Protecting Agency, upon request, will provide the Jurisdictional Agency with detailed costs to support trespass cases.
46. **Purchaser, Contractor, Operator, Permittee, Etc., Fires:** The Protecting Agency will notify the Jurisdictional Agency of any fire suspected to have been caused by a purchaser, contractor, operator or permittee, etc., of the Jurisdictional Agency as soon as it becomes aware of the situation. The Protecting Agency will be responsible for management of the fire under the provisions of this Agreement. Parties to this Agreement will meet to determine a cost recovery process.
47. **Stafford Act Use and Reimbursement:** The use and reimbursement for resources when responding under the Stafford Act shall be governed by the provisions contained in Statewide AOP, and Exhibits D and H.

GENERAL PROVISIONS

48. **Fire / Incident Information:** Parties to this Agreement will coordinate and cooperate in developing and releasing appropriate incident information and educational materials to the public and the media.
49. **Miscellaneous Assistance:** The Parties to this Agreement may provide each other with miscellaneous incidental assistance that may not be identified elsewhere in this Agreement. Such assistance may include the use of personnel, equipment, facilities, aircraft, and miscellaneous resource and support services.
50. **Personnel Policy:** Employees of the Parties to this Agreement shall be subject to the personnel rules, laws and regulations of their respective agencies.
51. **Mutual Sharing of Information:** Subject to applicable state and federal rules and regulations, including the Privacy Act, Parties to this Agreement may furnish to each other, or otherwise make available upon request, maps, documents, GIS data, instructions, records, and reports. These may include, but are not limited to, fire reports, qualification records, and investigation reports as either Party considers necessary in connection with the Agreement.
52. **Accident Investigations:** When an accident occurs involving equipment or personnel, the agency with operational control of the incident will notify the employing agencies and initiate an investigation based on established threshold listed in the Statewide AOP. Reference the *Interagency Standards for Fire and Fire Aviation Operations* and employing agency policies for current procedures.

53. **Waiver:** Parties to the Agreement shall each be responsible for their own losses arising out of the performance of this Agreement, except as provided in Clauses 37 Incident/Fire Business Management and 38 Equipment and Supplies, and each Party hereby waives any claim against any other Party for loss or damage of its property and/or personal injury or death of its employees or agents occurring as a consequence of the performance of this Agreement; this provision shall not relieve any Party from responsibility for claims from third parties for losses for which the Party is otherwise legally liable.

The Stafford Act shall govern liability issues arising with regard to response actions under that Act.

54. **Modifications:** Modifications within the scope of this Agreement shall be made by mutual consent of the Parties to the Agreement, by the issuance of a written modification, signed and dated by all Parties to this Agreement, prior to any changes being performed. No Party is obligated to fund any changes not properly approved in advance.

55. **Annual Review:** If deemed necessary, prior to March 15 the Parties to this Agreement will meet and review matters of mutual concern. AOPs, at all levels, will be reviewed annually and, if necessary, revised.

56. **Duration of Agreement:** The term of this Agreement shall commence on the dates Parties sign below and shall remain in effect for five years from that date or until replaced.

Each Party shall have the right to terminate their participation under this Agreement by providing one-year advance written notice to the other Parties.

57. **Previous Agreements Superseded:** This Agreement supersedes the following:

2005 BLM-NPS Intra-agency Agreement BLM No. LB1062000, NPS No. F9915060002;

2006 BLM-FWS Memorandum of Agreement BLM No. 2006-10, FWS No. 701816K414;

2006 Intra-agency BLM-BIA Agreement BLM NO. LBI062011, BIA No. 6E00440038.

2007 Interagency Cooperative Fire Protection Agreement between the USFS and AFS, USFS No. 07FI-11100200-002, BLM No. LAI-010008

2007 Interagency Cooperative Fire Protection Agreement between the USFS and DNR, USFS No. 07CA-111001000-006, DNR No. AKDF 07 0003

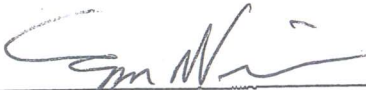
Existing agreements and operating plans remain in effect to the extent that they do not conflict with the provisions of this Agreement, but only until such time that all activities and conditions covered by those agreements can be incorporated into AOPs provided for under this Agreement, and not later than six months from the date of the last signature.

58. **Authorized Representatives:** By signature below, each Party to this Agreement certifies that the individuals listed in this document are authorized to act in their respective agencies for matters related to this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Master Cooperative Wildland Fire Management and Stafford Act Response Agreement as of the date of signature of the Party's authorized representative.

SIGNATURES

UNITED STATES DEPARTMENT OF THE INTERIOR



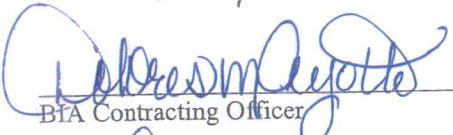
Eugene R. Virden, Regional Director (Acting)
Bureau of Indian Affairs, Alaska Region

Date: 4-2, 2010



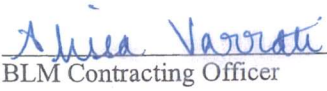
Thomas P. Lonnie, State Director, Alaska
Bureau of Land Management

Date: 4-1-2010



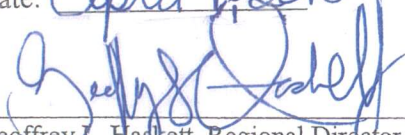
BIA Contracting Officer

Date: April 1, 2010



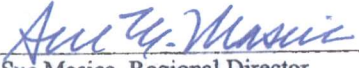
BLM Contracting Officer

Date: 03/31/2010



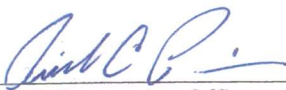
Geoffrey L. Haskett, Regional Director
Fish and Wildlife Service, Alaska Region

Date: 4/1/10



Sue Masica, Regional Director
National Park Service, Alaska Region

Date: 4/14/2010



FWS Contracting Officer

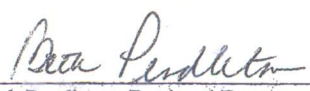
Date: 4/1/2010



NPS Contracting Officer

Date: 4/3/2010

UNITED STATES DEPARTMENT OF AGRICULTURE



Beth Pendleton, Regional Forester
United States Forest Service, Region 10

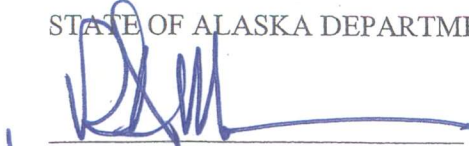
Date: 4/13/10



Michelle M. MacDonald
Agreements Coordinator

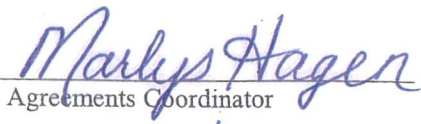
Date: 4/12/10

STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES



Tom Irwin, Commissioner

Date: MARCH 31, 2010



Marlyns Hagen
Agreements Coordinator

Date: 3/31/10

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT A

WILDLAND FIRE GLOSSARY OF TERMS

NWCG Glossary is extensive and a recommended reference fire terminology; that glossary can be found at: <http://www.nwcg.gov/pms/pubs/glossary/index.htm>. The list below is specific to this Agreement.

Administrative Costs (AKA Indirect or Overhead Costs): A fixed percentage rate as determined by a process provided for in the Indirect Cost Negotiation Agreement as in Office of Management and Budget (OMB) Circular A-87, to recover those costs that cannot be directly charged to the project. The rate will be specified in the Annual Statewide Operating Plan.

Agency Administrator: Managing officer of an agency, division thereof, or jurisdiction.

Agency Crew: A type 2 crew composed predominantly of regular employees from a single agency. For example: a crew of Forest Service employees.

Agency General Information: Available internally to agencies but covered by Freedom of Information Act (FOIA) exemptions.

Agency Representative: This Incident Command System position serves as the point of contact for an assisting or cooperating agency which has been delegated authority to make decisions on all matters affecting that agency's participation at the incident and reports to the Liaison Officer.

Agency Sensitive Information: Available internally to agency personnel on a need to know basis and covered by FOIA exemptions.

Agency Very Sensitive Information: Covered by FOIA exemption category 7 and available only to individually authorized agency personnel.

Alaska Fire Service (AFS): The AFS has the responsibility, pursuant to 620 DM 2.4, to provide safe, cost-effective emergency wildland fire suppression services in support of land, natural and cultural resource management plans on DOI administered land and on those lands that require protection under the Alaska Native Claims Settlement Act, as amended (43 U.S.C.1620(e)). In addition, by agreement, AFS provides wildland fire and fuels management services on specified lands to the U.S. Army-Alaska.

Alaska Interagency Coordination Center (AICC): The AICC will be the interagency focal point for coordinating the mobilization of resources for wildland fire and other incidents throughout Alaska and nationally.

Alaska Interagency Wildland Fire Management Plan (AIWFMP): The interagency plan and reference for wildland fire operational information.

Alaska Multi-Agency Coordination Group (MAC): The Alaska Multi-Agency Coordination Group (MAC) group provides a forum to discuss actions to be taken to ensure that an adequate number of resources are available to meet anticipated needs and to allocate those resources most efficiently. When activated and as warranted, the Alaska MAC is tasked with the following: incident prioritization; resource allocation; coordination of state and federal disaster responses; political interfaces; media and agency information; anticipation of future resource needs; and the identification and resolution of issues.

Alaska National Interest Lands Conservation Act 1980 (ANILCA): The act that transferred approximately 100 million acres from BLM-managed to National Park Service and U.S. Fish and Wildlife management.

Alaska Native Claims Settlement Act 1971 (ANCSA): The act provided Alaska Natives with \$962.5 million and 44 million acres of land. It also set up a system of regional corporations to administer the settlement.

Alaska Statehood Act 1959: The act that made Alaska the 49th state and conveyed 104 million acres of public domain land to state ownership.

Alaska Statewide Annual Operating Plan (AOP): The Alaska Statewide AOP further defines statewide interagency working relationships, roles, responsibilities, standards and expectations. It provides for a consistent approach to fire operations with the primary intention of providing cost-effective suppression services and minimizing unnecessary duplication. It addresses issues affecting cooperation, protocols, financial arrangement and joint activities. The Alaska Interagency Wildland Fire Management Plan and the Alaska Interagency Mobilization Guide are incorporated into the Statewide AOP. It will be updated annually to address issues and concerns.

Alaska Wildland Fire Coordinating Group (AWFCG): The Alaska Wildland Fire Coordinating Group (AWFCG) group provides coordination and recommendations for all interagency fire management activities in Alaska. Membership, procedures, and guidelines are documented in the AWFCG MOU and Standard Operating Procedures.

Boundary Line Fire: Fire occurrences on lands of intermingled and/or adjoining protection responsibilities.

Canadian Forest Fire Danger Rating System (CFFDRS): The model used to systematically evaluate burning conditions in Alaska.

Closest Forces Concept: Dispatching of initial attack suppression resources uses the closest available and appropriate resource as determined by the protecting agency FMO regardless of which agency the resources belong, and regardless of which agency has protection responsibility.

Delegations of Authority: Delegations of Authority will be jointly developed by the jurisdictional and protecting agencies and will document procedures and criteria that specify direction, authority, and financial management guidelines to Incident Commanders.

Department of the Interior (DOI) Alaska Fire Committee: This committee is comprised of regional fire management staff from the DOI agencies and is responsible for coordinating the DOI's implementation of the National Fire Plan, national policy, Departmental policy, and evolving legislative mandates in Alaska with regard to wildland fire.

Division of Forestry (DOF): The organizational section of the Alaska Department of Natural Resources responsible for wildland fire suppression on state, municipal and private lands.

Emergency Firefighter (EFF) Crew: Type 2 crew hired as needed.

Escaped Fire: A fire which has exceeded, or is expected to exceed initial attack capabilities or prescription.

Fire Management Activities and/or Services: Any or all activities that relate to managing fire or fuels on lands under the jurisdiction of any agency to this Agreement. Activities include, but are not limited to: suppression, prescribed fire/fuels management, fire analysis/planning, rehabilitation, training, prevention, public affairs, and other beneficial efforts.

Interagency: Involvement of two or more agencies to this Agreement.

Interagency Crew: A Type 2 crew composed predominantly of regular employees from several agencies. For example, 3 National Park Service personnel, 7 Fish and Wildlife Service personnel and 10 Forest Service personnel.

Interim Conveyance: Lands approved for conveyance to the Native corporations and a document of interim conveyance issued. This document is used for conveyance until survey has been accomplished and a patent issued. After lands have been interim conveyed (IC) they are administered and managed by the Native corporation.

Jurisdictional Agency: The agency having overall land and resource management responsibility for a specific geographical or functional area as provided by federal or state law.

Management Option: A fire management classification assigned by jurisdictional agency that

determines the initial response to a wildfire. Responses range from full fire suppression to managing fires for resource benefits.

Native Allotments: Prior to the passage of the Alaska Native Claims Settlement Act, any Indian, Aleut, or Eskimo of full or mixed blood who resides in and is a Native of Alaska, who is head of a family or twenty-one years of age can be allotted land not to exceed 160 acres of non-mineral land. The selected land can consist of up to four parcels of land. The allotted land shall be deemed the homestead of the allottee and their heirs in perpetuity, and shall be inalienable and nontaxable until otherwise provided by Congress. Allotment applications on record, if not appealed or in conflict with other land selections, were administratively approved by ANILCA. The BIA has a trust responsibility for the Native allottee and so long as it remains in restricted status.

Native Corporation:

- a. **Regional:** An Alaska Native Regional Corporation, established under the laws of the State of Alaska in accordance with the provisions of ANCSA. The State of Alaska has been divided into 12 Native Regional Corporations with a thirteenth formed for Alaska Natives who live outside of Alaska. Regional Corporations receive all subsurface rights of lands acquired by Village Corporations within their region. They also receive the surface and subsurface rights of lands conveyed to the region.
- b. **Village:** An Alaskan Native Village Corporation, organized under the laws of the State of Alaska as a business for profit or nonprofit corporation to hold, invest, manage and/or distribute lands, property, funds and other rights and assets for and on behalf of a native village in accordance with the terms of ANCSA. Village Corporations receive ownership of the surface estate on the land conveyed to them. The Village Corporation entitlement varies from three to seven townships, depending on their population as of 1970.

Native-Selected: Lands withdrawn for Native selection under ANCSA and selected by Native village or regional corporations.

Operational Control: The act of providing safe, cost effective emergency wildland fire suppression services that includes initiating, conducting, or terminating all phases of wildfire suppression oversight, supervision, operations, coordination, logistical support, and reporting.

Preparedness: Activities that lead to a safe, efficient, and cost effective fire management program in support of land and resource management objectives through appropriate planning and coordination. Preparedness includes training and placement of personnel, planning, procuring and maintaining equipment, development of fire defense improvements, and maintaining cooperative arrangements with other Parties.

Prescribed Fire: (a) A fire ignited by management actions to meet specific objectives. (b) a planned ignition.

Prevention: Activities directed at reducing the incidence of fires, including public education, open burning enforcement, personal contact and the fuels management.

Procurement Documents: Agency specific financial obligation documents.

Protecting or Protection Agency: The agency responsible for providing and coordinating safe, cost-effective emergency wildland fire suppression services within a specific geographical area pursuant to its responsibility as specified and provided by law, policy, contract, or cooperative agreement.

Protection Area Maps: Official maps which identify areas of direct fire protection responsibility for each agency.

Protection Area: That area for which a single protecting agency has the primary responsibility to provide the full range of wildland fire suppression services.

Protection: The actions taken to limit the adverse environmental, social, political, and economical effects of fire.

Public Releasable Information: Information available to the general public.

Regional Corporation: see Native Corporation

Reimbursable Costs: All costs associated with operations and support ordered on a resource order, or project plan by or for an incident or project within the provisions of this Agreement. Such costs may include, but are not limited to, the following: agency costs for transportation, salary, benefits, overtime, and per diem of individuals assigned to the incident or project.

Severity funding: The purpose of severity funding is to improve suppression response capability when there is 1) potential for abnormally severe fire behavior or 2) fire occurrence outside of the normal fire season.

State-Selected: Land selected by the State under the Alaska Statehood Act for possible future conveyance.

Statewide Shared Tactical Resources: Smokejumpers, aerial supervision modules, air attack, lead planes and air tankers.

Supplemental Fire Suppression and Cost Share Agreement: A document prepared to distribute costs on a multi-jurisdictional incident (see Exhibit F).

Supporting Agency: An agency or entity providing suppression or other support and resource assistance to a protecting agency.

Suppression: A management action intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread.

Surveillance: The systematic process of collecting, recording or mapping the fuels, topography, weather, fire behavior and location of values to be protected to provide Protecting or Jurisdictional agencies the information necessary to make appropriate suppression action decisions on wildland fires.

Third Party: A municipal or rural fire district, volunteer fire department or state fire marshal that does not have a local agreement with a federal agency but is formally recognized by their respective state and has entered into a local agreement with the state for fire management services.

Trusted User: Any BLM employee, authorized contractor employee, or other authorized person conducting official government business on government owned and approved government equipment.

Unit Administrator: The individual assigned administrative responsibilities for an established organizational unit.

Unit Fire Management Plan (UFMP): The UFMP references and cites agency and unit fire management policies. It addresses the unit's enabling legislation and purpose, includes a summary of the significant resources and values of the unit, and identifies, in broad programmatic terms, the direction found in the land and resource management plans, such as goals, objectives, standards, guidelines, and/or desired future condition(s) as they pertain to fire management. The UFMP is the primary reference for decision support documentation for an incident on that unit.

Untrusted User: A non-BLM employee, unauthorized contractor employee, or other unauthorized person.

Village Corporation: See Native Corporation

Wildfire: An unplanned wildland fire.

Wildland Fire: Any non-structure fire, that occurs in the wildland.

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT B

POINTS OF CONTACT

2012

Principle Contacts

The principal contacts for this Master Cooperative Wildland Fire Management and Stafford Act Response Agreement and Alaska Statewide Annual Operating Plan are:

Tom Kurth
Chief of Fire and Aviation
Alaska Department of Natural Resources
3700 Airport Way
Fairbanks, AK 99709-4699
Work Phone: 451-2675

Steve Heppner
Regional Fire Management Officer
Bureau of Indian Affairs
PO Box 25520
Juneau, AK 99802-5520
Work Phone: 586-7404

Kent Slaughter
Manager, Alaska Fire Service
Bureau of Land Management
PO Box 35005
Fairbanks, AK 99703-0005
Work Phone: 356-5506

Doug Alexander
Regional Fire Management Coordinator
U. S. Fish & Wildlife Service
1011 East Tudor Rd. MS238
Anchorage, AK 99503
Work Phone: 786-3497

Dan Warthin
Regional Fire Management Officer
National Park Service
240 W. 5th Ave.
Anchorage, AK 99501
Work Phone: 644-3409

Ron Knowles
Fire and Fuels Group Leader
U. S. Forest Service
3301 C St.
Anchorage, AK 99503-3956
Work Phone: 743-9462

Additional contacts for items within this Agreement

Reference the Alaska Interagency Mobilization Guide directory in Chapter 50 for address and phone numbers for Alaska Interagency Coordination Center and Interagency Fire Dispatch Centers; Jurisdictional and Protecting Agencies' Fire and Aviation regional, administrative unit, and Zone, Area and Forest fire staffs; and the Aviation Management Directorate.

<i>Item</i>	<i>Title</i>	<i>Contact</i>	<i>Phone</i>
AICC Situation Report	Intelligence Coordinator	Sue Christensen	356-5671
Alaska Multi-Agency Coordinating Group (AMAC)	Coordinator	Ray Crowe	356-5677
Alaska Wildland Fire Coordinating Group (AWFCG)	Chair Vice-Chair	Clinton Northway Dan Warthin	452-8251 Ext 3379 644-3409
Aviation Operations	AFS DNR	Gary Baumgartner Steve Elwell Sarah Robertson	356-5523 761-6271 503-808-2314
AWFCG Alaska Interagency Fire Training and Qualifications Committee	Chair	Vacant	

Billing Procedures	AFS DNR USFS	Bev Fronterhouse Bobbi Frisby Ron Knowles	356-5591 269-8477 743-9462
Daily Statewide Strategy Meeting (fire operations leads)	AFS DNR	Dave Whitmer Robert Schmoll	356-5642 356-5850
FEMA Fire Mgmt Assistance Grants	AFS Chief , Division of Fire Operations	Dave Whitmer	356-5642
Fire Medic Program	Coordinator	Jon Thomas	356-5869
Fire Weather Annual Operating Plan	AICC Meteorologist	Sharon Alden	356-5691
Incident Information: Jurisdictional	NPS Regional Office FWS Regional Office	Morgan Warthin Maureen Clark	644-3418 786-3469
Incident Information - Operational	Protecting Agencies Fire Information Office	AFS Position - Vacant DNR Maggie Rogers	356-5511
Integrated Fire Management	Marsha Henderson	DNR Strategic Planner	356-5858
Known Sites Database (KSD) Access	AFS KSD Steward	Gary Schmunk	356-5593.
NRF ESF# 4 Contact	USFS	Gary Lehnhausen	743-9458
NRF ESF # 4Operational Lead	AICC	Ray Crowe	356-5677
Notification of fire on US Army-Alaska managed lands	AFS Military FMO	Tami DeFries	356-5875
Notification of fires affecting Native Allotments	BIA Regional FMO	Steve Heppner	586-7404
Notification of fires in AFS protection on State, private or municipal lands	DNR Fire Operations Forester	Robert Schmoll	356-5850
Notification of fires in USFS protection on State, private or municipal lands	DNR Coastal Region FMO Southern SE Area Forester Northern SE Area Forester	Vacant Pat Palkovik Roy Josephson	761-6238 225-3070 766-2120
Notification of fires on Alaska Native and DOI lands in DNR Protection	AFS Military FMO	Tami DeFries	356-5875
Red Cross Points of Contact (Outside established boroughs)	AFS DNR	Dave Whitmer Robert Schmoll	356-5642 356-5850
WFDSS Geographic Editors		Jan Passek Dan Warthin Marsha Henderson John Barbarinos	786-3654 644-3409 356-5858 970-563-4571
WFDSS Agency-specific POC	BLM_AFS USFS BIA	Lindsey Lien Troy Hagan Steve Heppner	356-5859 743-9435 350-9280
When activated by AICC or agency, WFDSS Analysis Requests	DNR Strategic Planner	Marsha Henderson	356-5858

**MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT
EXHIBIT C
ALASKA STATEWIDE ANNUAL OPERATING PLAN
2013**

PREAMBLE

This Alaska Statewide Annual Operating Plan (AOP) is prepared pursuant to the Master Cooperative Wildland Fire Management and Stafford Act Response Agreement, hereinafter referred to as the Master Agreement, signed and dated in April 2010.

PURPOSE

This Alaska Statewide AOP is applicable to all signatory parties within the State of Alaska. It addresses issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities. The *Alaska Interagency Mobilization Guide* (AIMG) and the *Alaska Interagency Wildland Fire Management Plan* (AIWFMP) are incorporated into this AOP by reference.

ACRONYMS

AFS	Bureau of Land Management, Alaska Fire Service
AICC	Alaska Interagency Coordination Center
AIMG	Alaska Interagency Mobilization Guide
AIWFMP	Alaska Interagency Wildland Fire Management Plan
AMAC	Alaska Multi-Agency Coordination Group
AOP	Annual Operating Plan
AS	Alaska Statute
AWFCG	Alaska Wildland Fire Coordinating Group
BIA	DOI, Bureau of Indian Affairs
BLM	DOI, Bureau of Land Management
DCIA	Debt Collection Improvement Act of 1996
DEC	Alaska Department of Environmental Conservation
DHS	United States Department of Homeland Security
DM	DOI, Department Manual
DNR	State of Alaska, Department of Natural Resources
DOA	United States Department of Agriculture
DOI	United States Department of the Interior
EFF	Emergency Fire Fighter
EERA	Emergency Equipment Rental Agreement
FEMA	DHS, Federal Emergency Management Agency
FMAGP	Fire Management Assistance Grant Program
FMO	Fire Management Officer
FOIA	Freedom of Information Act
FWS	DOI, Fish and Wildlife Service
GIS	Geographic Information System
IBMH	Incident Business Management Handbook
IFM	Integrated Fire Management (formerly known as Alaska Dispatch System)
IMT	Incident Management Team
KSD	Known Sites Database
JIC	Joint Information Center
MAC	Multi-Agency Coordination Group
MOU	Memorandum of Understanding
NIMS	National Incident Management System
NIIMS	National Interagency Incident Management System
NPS	DOI, National Park Service
NRF	National Response Framework
NWCG	National Wildfire Coordinating Group
OAS	Office of Aviation Services
RAWS	Remote Area Weather Station
ROSS	Resource Ordering and Status System
SLC	State Logistics Center
UFMP	Administrative Unit Fire Management Plan
USFS	United States Department of Agriculture Forest Service
WFDSS	Wildland Fire Decision Support System

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RECITALS

1. Intermingled or Adjacent Lands: Refer to Master Agreement.
2. Parties to this Agreement: Refer to Master Agreement
3. Coordinated Efforts: Refer to Master Agreement
4. State Resource Availability: Refer to Master Agreement
5. Federal Resource Availability: Refer to Master Agreement
6. Stafford Act Responses
7. Expectations

The roles of the Parties to this agreement will be delineated to facilitate wildland fire management activities, to protect the public, firefighters, and identified sites from wildfire and to provide an opportunity for Jurisdictional Agencies to accomplish fire-related land-use and resource management objectives in a cost-efficient manner, consistent with the policies of the United States Department of the Interior (DOI), the United States Department of Agriculture (DOA) and the Alaska Department of Natural Resources (DNR).

- a. All Parties

Because of their common interests, the Parties agree to the following:

- 1) The protection of human life is the single, overriding fire management priority. Setting priorities among protecting human communities and community infrastructure, other property and improvements, and natural and cultural resources will be done based on values to be protected, human health and safety, and the cost of protection.
- 2) The Parties will ensure their capability to provide safe, cost-effective fire management programs in support of land and resource management plans through appropriate planning, staffing, training, equipment and management oversight.
- 3) The Parties will cooperate with each other, interested parties and the public to prevent unauthorized ignition of wildfires.
- 4) All Parties will use compatible planning processes, training and qualification requirements, operational procedures, management option designations and public education programs for all fire management activities.
- 5) Each will maintain a membership in the Alaska Wildland Fire Coordinating Group (AWFCG). It is the responsibility of each member to participate in the decision-making process and ensure their respective agencies are made aware of decisions that will affect them.
- 6) Agency administrators will ensure that their employees are trained, certified and made available to participate in the wildland fire program locally, regionally, and nationally as the situation demands. Employees with operational, administrative, or other skills will support the wildland fire program.
- 7) As requested and based on availability of resources, any Party may provide assistance to another for planning and implementing prescribed fires and other fuel treatment projects.
- 8) All Parties will provide qualified personnel to participate in workgroup, committees and training.

- 9) All Parties will support wildland fire research, identify needs and priorities, provide personnel and logistical support, and assist with technology transfer and implementation of research results. (See Attachment 4)
- 10) All Parties shall comply with statutes, laws, Executive orders, and policies relating to nondiscrimination. These include, but are not limited to Sections 119 and 504 of the Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability. Pursuant to 41 CFR Ch. 60-1.4 all parties recognize that they are obliged to abide by and include the equal opportunity clause contained in the Federal Executive Order 11246, Section 202, in each of its government contracts, should there be contracts as a result of this agreement.

b. Jurisdictional Agencies

Jurisdictional Agencies are responsible for all planning documents i.e. land use, resource and fire management plans, for a unit’s wildland fire and fuels management program. Figure 1 lists the agencies and their jurisdictions. If a Jurisdictional Agency administrator or Fire Management Officer (FMO) is dissatisfied with the services provided by the Protecting Agency or if there is an issue or concern irresolvable at the local level, that information should immediately be elevated to their regional fire management staff to adjudicate and discuss with the Alaska Fire Service (AFS) Manager, the DNR Chief of Fire and Aviation or USFS R10 Fire Specialist earned from this process should be included in the Interagency Fall Fire Review agenda.

Figure 1: Agencies and Jurisdictions

<i>Agency</i>	<i>Jurisdictions</i>
Alaska Department of Natural Resources	City, Borough and Municipalities Private fee simple lands State Parks, Forests, Mental Health, and other state lands State Critical Habitat Areas, Range Areas, Refuges and Sanctuaries (joint w/Alaska Department of Fish & Game) Lands “Tentatively Approved” for conveyance to the State DNR-issued permits and leases
Alaska Native Corporations as established by the Alaska Native Claims Settlement Act (AFS acts the Agency Administrator Representative, when necessary)	Regional or village corporate lands: patented or under an “Interim Conveyance” to a corporation
Bureau of Indian Affairs	Native Allotments (patented or certificated)
Bureau of Land Management	Native Allotment Applications National Conservation Area National Petroleum Reserve-Alaska National Recreation Area National system of public lands as defined in Federal Land and Management Policy Act BLM-issued permits and leases Selected lands (Alaska Native or State)
National Park Service	National Parks and Preserves National Monuments in Mainland AK

	NPS-issued permits and leases
U.S. Army Alaska in conjunction with the Bureau of Land Management	Military Training Areas (BLM-managed lands withdrawn for military purposes). The AFS Military FMO works with US Army and BLM to determine Jurisdictional Agency for fires on these lands.
U.S. Fish and Wildlife Service	National Wildlife Refuges FWS-issued permits and leases
U.S. Forest Service	National Forests National Monuments in Southeast AK USFS-issued permits and leases

Jurisdictional Agency administrators are responsible to:

- 1) Ensure management actions taken by the Protecting Agency are compliant with unit plans and Jurisdictional Agency policy.
- 2) Set the strategic fire direction pre-season as defined in the AIWFMP; ensure management option designations are appropriate and reviewed annually; and identify general restrictions and constraints on their administrative unit. Management option change procedures are addressed in the AIWFMP.
- 3) Identify resources and sites which require site-specific protection in accordance with the AIWFMP and input sites in Known Sites Database. (See Clause 51 Known Sites Database)
- 4) Approve non-standard responses as defined in AIWFMP and record in an approved decision document.
- 5) Work collaboratively with Protecting Agency and other affected Jurisdictional Agencies and provide strategic incident objectives and constraints to ensure land and resource management objectives are met and documented during the decision support process. For incidents on federal lands or Alaska Native village and regional corporation lands, use of Wildland Fire Decision Support System (WFDSS) is required.
- 6) Approve the incident's decision document and complete periodic assessments that meet timeframes established in WFDSS.
- 7) Develop and jointly sign a Delegation of Authority to implement the Course of Action and Incident Objective(s) defined in the decision document when incident complexity is Type 3 and above.
- 8) Assign, as the incident complexity warrants, an Agency Representative and/or Resource Advisor.
 - a. BIA service contactor providers serve as Resource Advisors for Native Allotments.
- 9) Participate in Incident Management Team (IMT) briefings to discuss local issues, personnel and facilities and establish a formal recognition of agency roles.
- 10) Collaborate with Protecting Agencies and IMTs regarding media releases concerning resource conditions, policies and management objectives for their agency.
- 11) Participate in IMT closeouts and contribute to the written evaluation of their performance in the implementation of the direction contained in the Delegation of Authority.
- 12) Investigate and pursue all legal actions that are deemed necessary for human-caused fires according to agency policy.
- 13) Provide written standards that address wildfire suppression activity damage repair.
- 14) Determine the need for, develop and manage Emergency Stabilization and Burned Area Restoration activities.

- 15) Manage fire prevention and education programs.
- 16) Manage hazardous and habitat fuels programs.
- 17) Coordinate and manage fire closure/restriction programs for agency lands.

c. Protecting Agencies

Protecting Agencies maintain and operate wildfire suppression organizations in Alaska with the primary intention of providing safe, cost-effective suppression services and minimizing unnecessary duplication of suppression systems. Suppression services include all management actions intended to protect identified values from a fire, extinguish a fire, or alter a fire's direction of spread. Management actions for the protection of identified values include, but are not limited to, surveillance, mapping, and site actions. If a Protecting Agency has an issue or concern with the Jurisdictional Agency that is irresolvable at the local level, that situation should immediately be elevated to the AFS Manager, the DNR Chief of Fire and Aviation, or the USFS R10 Fire Specialist to discuss and adjudicate with the regional fire management staff. Lessons learned from this process should be included in the Interagency Fall Fire Review agenda.

The Protecting Agencies are the DNR, and the Bureau of Land Management-AFS and USFS. The Protecting Agencies will:

- 1) Provide the operational control for suppression services in support of the Jurisdictional Agency's mission.
- 2) Provide fire detection coverage based on levels of lightning activity and human use or at Jurisdictional Agency's request.
- 3) Determine and document the incident location, management option and cause.
- 4) Implement the initial response based on management option designation and notify the appropriate Jurisdictional Agency of any fire detected on or threatening that agency's lands in accordance with the AIWFMP.
- 5) Complete an analysis as determined by agency policy to determine the complexity of a fire to assist in the selection process of the appropriate management organization for complex incidents.
- 6) Assign an Incident Commander for initial and extended responses.
- 7) Develop and jointly sign a Delegation of Authority to implement the decision document when the incident complexity is Type 3 or greater.
- 8) Provide supervision and support including oversight, direction and logistical support for all wildfires.
- 9) Assign a Protecting Agency liaison to out-of-state IMT's.
- 10) Conduct initial IMT briefings with the affected Jurisdictional Agencies.
- 11) Conduct IMT closeouts and consolidate IMT evaluations completed by the Protecting Agency and affected Jurisdictional Agencies.
- 12) Complete wildfire suppression activities damage repair.
- 13) Fulfill interagency reporting requirement as directed in the AIMG and provide Jurisdictional Agencies with final fire reports within 10 days after declaring the fire out.
- 14) In Full and Critical Management Option areas, fires that escape initial attack and all fires 100 acres or greater, submit fire perimeter data timely for ongoing incidents and final fire perimeter files with the final fire report for display on the AICC website and inclusion in the Geographic Information System (GIS) Fire History file using GIS protocols.
- 15) Provide fire surveillance updates including latest perimeter maps for ongoing fires as negotiated (i.e. every 5 days or defined within the WFDSS Course of Action) with the Jurisdictional Agencies.
- 16) Provide wildland fire management related training to Jurisdictional and other Protecting

Agencies employees, including emergency fire fighters based on needs and available training space.

- 17) Collaborate with Jurisdictional Agencies and IMTs on media releases that provide fire statistics and on-going suppression/management actions on fires. Questions regarding Jurisdictional Agency policy or actions will be referred to them.
- 18) Distribute annual step-up and draw down plans to Jurisdictional Agencies. Discuss when resource levels and/or fire conditions have triggered step-up or draw down plans during daily tactical meeting.
- 19) Provide final fire size and final perimeter once a fire is determined out. Collaborate with Jurisdictional Agencies to acquire data.

INTERAGENCY COOPERATION

8. Coordinating Groups

Alaska Interagency Wildland Fire Management Plan

The AWFCG is responsible to review and update, as warranted, the AIWFMP. That plan and its appendices are available at <http://fire.ak.blm.gov/administration/awfcg.php>

The AIWFMP is a component of this Statewide AOP.

The purpose of AIWFMP is to promote a cooperative, consistent, cost-effective, interagency approach to wildland fire management and it is the interagency reference for wildfire operational information. It specifies direction for the response to a wildfire that is based on the management option designation and provides guidelines to Jurisdictional and Protecting Agencies for decision support direction as the complexity of a wildfire increases.

9. National Incident Management System: Refer to Master Agreement.

10. Annual Operating Plans

Zone/Area/Forest/local Jurisdictional Units AOPs will be incorporated as attachments to this AOP when completed and as appropriate. The format for all AOPs should be similar to this Statewide AOP and address local operating procedures. Signed AOP should be submitted annually no later than May 15 to agency representatives listed below in Clause 58; USFS AOPs should be submitted to the R6/10 Incident Business Coordinator. AOPs are valid until a new AOP is signed and submitted.

11. Interagency Fire Dispatch Centers

The Interagency Fire Dispatch Centers by Protecting Agency are listed below in Figure 2.

a. Staffing

The Interagency Fire Dispatch Centers are staffed prior to May 1 and after August 15 as determined by the Protecting Agency. Between May 1 and August 15, most centers operate from 08:00 to 18:00 hours, 7 days per week. Galena and Southwest Area are exceptions to the aforementioned dates. Center hours are extended as needed. All Interagency Fire Dispatch Centers will have an after-hours and off season contact protocol.

The Interagency Fire Dispatch Centers are staffed, funded and supported by the Protecting Agencies responsible for the Zone, Area or Forest in which they are located (See Figure 2 below).

b. Resource Orders

AFS dispatch works under a two-tier system. Orders flow from the AFS Zones to the Alaska Interagency Coordination Center (AICC). DNR works under a three tier system; resource

orders are placed from the Areas to the State Logistics Center (SLC); if SLC is unable to fill the resource request, the resource order is placed by SLC to AICC. For the National Forest Service, USFS resource requests are placed with forest dispatch to AICC. Reference the AIMG for more specific information.

Resource orders for the Jurisdictional Agencies will be processed through their local Protecting Agency fire dispatch center with the exception of regional office orders which are processed by AICC. When Protecting Agencies' dispatch offices are seasonally closed, each dispatch office will make arrangements with AICC for dispatching Jurisdictional Agency resources. Details will be located in the AIMG (ROSS permission transferred from local dispatch to AICC). Affected Jurisdictional Agencies will be notified.

Employees performing virtual (off-site i.e. Fire Behavior Analyst) incident assignments will be ordered through the standard dispatch ordering system. A charge code will be provided on the resource order. In the event that the employee is ordered to support multiple incidents or to work with a decision support center supporting multiple incidents, the employee will be provided multiple incident charge codes or a large fire support code by the ordering unit or incident supervisor. (See NWCG Memo #13-2011 at <http://www.nwcg.gov/general/memos.htm>)

Figure 2: Interagency Fire Dispatch Centers

<i>Interagency Fire Dispatch Centers</i>					
<i>DNR Protection Area*</i>		<i>AFS Protection Area**</i>		<i>USFS Protection Area</i>	
<i>Area</i>	<i>Location</i>	<i>Zone</i>	<i>Location</i>	<i>Forest</i>	<i>Location</i>
State Logistic Center	Fairbanks	Galena Zone	Galena	Chugach Nat'l Forest	Anchorage
Delta Area Fairbanks Area Tok Area Valdez/Copper River	Delta Fairbanks Tok Tazlina	Upper Yukon /Tanana/ Military Zone	Fairbanks	Tongass Nat'l Forest	Sitka
Anchorage/Matsu Area Kenai/Kodiak Area Southwest Area	Palmer Soldotna McGrath	<p>*DNR Protection Area includes the Southeast Area in Haines; the DNR resource staff provides fire suppression services and reporting, as needed; there is no fire Interagency Fire Dispatch Center within the Southeast Area.</p> <p>**Southern Zone located in Anchorage is also under the management of AFS; the Southern Zone dispatch center supports the BLM resource staff and does not function as a fire dispatch center.</p>			

12. Alaska Interagency Coordination Center

The AICC serves as the focal point for statewide tactical resource coordination, logistics support, and predictive services for all state and federal agencies involved in wildland fire management and suppression in Alaska. AICC is located at the AFS facilities in Fairbanks; AFS provides office space and furniture, office equipment and supplies, and telecommunications, computers, network access and support. AFS bills costs associated with these items to DNR in the Annual Fixed Costs Bill for Collection.

Positions are staffed and funded by the employing agency as shown in Figure 3. In addition to those positions and at the request of AICC or an individual agency, the DNR Strategic Planner may function as a coordinator for WFDSS fire behavior analyses during the 2013 fire season.

Figure 3: AICC Staffing and Funding 2013

<i>Position</i>	<i>Agency</i>	<i>Position</i>	<i>Agency</i>
Center Manager	AFS		
Logistics Coordinators (3)	AFS DNR USFS	Logistics Dispatchers <ul style="list-style-type: none"> • Overhead (1) • Aircraft (3) • Equipment (2) 	AFS
Intelligence Coordinator (1)	DNR	Intelligence Dispatchers 1	AFS
Fire Weather Program Manager (1 shared position)	NPS		
Fire Behavior Specialist	DNR		
Tactical Resources Coordinator (1)	AFS	Tactical Resources Dispatchers (3)	AFS DNR

a. Alaska Interagency Mobilization Guide

The AIMG is published annually by April 15, and is the reference guide for interagency mobilization. All changes should be submitted to AICC by March 31 using the Change Request Form located <http://fire.ak.blm.gov/logdisp/aimg.php>.

The AIMG identifies policy and agreements that establish the standard procedures that guide the operations of multi-agency logistical support activities. The guide is an extension of agency manuals, handbooks, directives, and instructional memorandums relating to logistical support. It is intended to promote uniformity of logistical support communications, facilitate interagency dispatch coordination, and ensure that the most timely and cost-effective support services are provided. This guide is designed to accommodate amendments as needed. The AIMG is a component of this Statewide AOP by reference and is available at <http://fire.ak.blm.gov/>

b. AICC Website

The AICC website at <http://fire.ak.blm.gov/> is a comprehensive source of fire-related information including, but not limited to, the Alaska Preparedness Levels, the Daily Situation Report, current and historic fire perimeter maps, media releases, planned prescribed fires,

historical fire data, current weather forecasts, weather station readings, Canadian Forest Fire Danger Rating System indices, predictive services products, incident management teams, crew use and the EFF Type 2 Crew Rotation List.

c. Internal Movement of Jurisdictional Agency Resources

Internal Jurisdictional Agency mobilization of agency resources within Alaska and to/from the Lower 48 is at the discretion and cost of that agency. These internal movements may be accomplished without the use or notification of AICC. However, placing these resources on a Resource Order and statusing those in the Resource Ordering and Status System (ROSS) is recommended to facilitate tracking their use and availability while in Alaska.

If agency resources are charging to a fire code, use of ROSS and coordination with the Protecting Agency FMO is required with the exception of personnel on their home unit and acting within the scope of their authority. Charges included in cross-billing must be supported by documentation (resource orders, travel vouchers, OF-288, etc.).

13. Interagency Resources

Reference the AIMG for types, procedures and protocols. All agencies' assigned personnel will function under the receiving agency's health, safety, and air operations procedural policies unless the sending agency's policies are more stringent, in which case the more stringent policies will be followed. When safety issues, concerns, or questions develop, agency subject matter experts will be contacted for resolution.

a. Availability

During the fire season, as necessary, each Jurisdictional and Protecting Agency will determine what resources are available for initial response and/or incident assignments, notify the local Protecting Agency Fire Management Officer (FMO), and status in ROSS. This information will be provided by the Protecting Agency FMOs to their representatives for the Daily Statewide Strategy Meeting. Area/Zone/Forest resource availability will be managed within the local Area/Zone/Forest.

b. Daily Statewide Strategy Meeting

Daily meetings include the DNR statewide conference call, the AFS Tactical Meeting and Area/Zone/Forest briefings. Each Protecting Agency will decide which resources will be made available for standby, pre-positioning, or commitment to an incident. The AICC USFS Logistic Coordinator will be the focal point for USFS resources. During the Daily Statewide Strategy Meeting (routinely attended by the DNR Fire Operations Forester, the AFS Chief, Division of Fire Operations, and the AICC Manager, and available to jurisdictional representatives), the final distribution of resources will be made. The status of the statewide shared tactical resources will be conveyed to Interagency Fire Dispatch Centers via the teletype and to the Jurisdictional Agencies through Integrated Fire Management (IFM). Considerations for resource distribution include:

- Use of all available in-state resources
- Ordering of additional resources from the Lower 48
- Alaska and National Preparedness Levels
- Severity funding requests both agency-specific and interagency
- Draw down and Step Up plans

Once the distribution of resources has been established, the priority for dispatch of these statewide tactical resources will be based on protection priorities as established in the AIWFMP. Strategic resource decisions will be communicated to the Interagency Fire Dispatch Centers via the teletype and to the Jurisdictional Agencies through IFM.

c. Statewide Shared Tactical Resources

Statewide shared tactical resources include the smokejumpers, aerial supervision modules, air attack, lead planes and airtankers. The protocols for requesting and use of these resources are in the AIMG.

Requests for extended and weekend staffing will be processed by AICC and costs will be allocated to the agency making the request. These costs and the resulting support costs are included in the Bill for Collection for Suppression and Non-Specific Suppression Support.

d. Mutual Support

The Protecting Agencies may request tactical resources from each other for initial response without processing a Resource Order. OF-288 time sheets will be completed and signed before tactical and/or support resources are released. If this is not possible, teletype or email approval of hours worked is acceptable.

Jurisdictional Agency resources may respond based on a verbal request from the Protecting Agency but follow up documentation on a Resource Order is required or approved Time Report. (Crew Time Report (CTR) or an Emergency Firefighter Time Report (OF 288)).

Any non-Stafford Act, non-fire response request requires a Reimbursable Agreement be in place prior to filling a request.

e. Extended Staffing Requests

All requests for extended staffing must be approved and a charge/reimbursable code assigned by the Protecting Agency FMO. The use of local Jurisdictional or Protecting Agency resources will be documented at the local dispatch level to support overtime authorizations and billing procedures and be provided to the regional fire management offices. For cost recovery billing by the Jurisdictional Agency (see AOP Clauses 36 and 44k), a Resource Order is required for extended staffing by Jurisdictional Agency resources.

f. Supplemental Resource Requests

Cost incurred for supplemental resource request mobilizations and assignments will be apportioned as decided at the Daily Statewide Strategy Meeting or by the Alaska Multi-Agency Coordination Group (AMAC) and included in the Bill for Collection for Suppression and Non-Specific Suppression Support.

g. Severity Funding Requests

Information on severity funding is available
http://www.nifc.gov/policies/pol_severity_funding.html

Severity funding may be used to temporarily increase or extend seasonal firefighting staff and resources; provide for extended use of aircraft or additional aircraft and resources; pay for standby; and increased fire prevention activities.

h. Fire Medic Program

The Fire Medic Program is managed by an AFS Safety and Occupational Health Specialist and the DNR Division of Forestry Safety Officer. The physician sponsor is the Medical Director of the program. The AFS Safety and Occupational Health Specialist is the Fire Medic Coordinator.

The "Alaska Interagency Wildland Fire Medic Policy" and its appendices, including the Program's Standard Operating Guidelines, are the program's managing documents. Copies are available from the Fire Medic Coordinator. See the AIMG for ordering procedures.

DNR provides the administrative support to process all hiring, payroll, worker's

compensation, travel and other miscellaneous expenses associated with EFF Medics.

AFS funds the Fire Medic Coordinator who is responsible for the program's management and operations. This includes stocking and maintaining all Fire Medic kits, training of Fire Medic personnel, and mobilization of Fire Medics, kits and support equipment and supplies. The Coordinator will also ensure all Fire Medics have the necessary personal protective clothing and other warehouse items needed for their assignments.

The costs incurred for pre-season orientation training for Fire Medics is divided equally between AFS and DNR. Pre-season replacement of expired kit items and restocking during the fire season are charged to individual incidents, when possible. When replacement costs are not charged to incidents, they are divided equally between AFS and DNR. Fire Medic expenses incurred on incident assignments are charged to that incident. The reimbursable costs for the Fire Medic Program are included in the Suppression and Non-Specific Support Bill for Collection.

i. Type 2 Crew Mobilization

Type 2 crews are managed as defined in the *Alaska Emergency Firefighter Type 2 Crew Management Guide*. (<http://fire.ak.blm.gov/logdisp/crews.php>.)

Mobilization of EFF Type 2 crews to the Lower 48 is an Alaskan priority. Parties to this Agreement will provide their resources for assignments as Crew Representatives, Interagency Resource Representatives, and Crew Administrative Representative.

j. Interagency or Agency Crews

Type 1 and Type 2 IA interagency or agency crews will be used as available. By June 1, all Type 1 and Type 2 IA crews should complete their annual training and/or certification requirements. For Type 1 crew certification requirements, reference *the Standards for Interagency Hot Shot Crew Operations* (http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf); Type 2 IA crews will meet *Interagency Standards for Fire and Fire Aviation Operations* (Red Book) standards. See AIMG for ordering procedures.

k. National Guard

The DNR will establish contacts and necessary agreements for National Guard assistance. All requests for National Guard resources will be processed by SLC.

l. Non-DNR State of Alaska Resources

DNR will process requests for State of Alaska employees and ensure that Reimbursable Services Agreements are in place. Costs are reimbursable to DNR and included with the Suppression and Non-Specific Suppression Support billings.

m. Alaska Orientation Briefing

Lower 48 resources filling Resource Order requests for incident assignments in Alaska will have an Alaska Orientation Briefing package made available to them.

14. Standards

The hiring or employing agencies are responsible for ensuring that local government or volunteer fire department personnel utilized on wildland fires are trained and qualified to the National Wildland Fire Coordinating Group's *National Interagency Incident Management System Wildland Fire Qualification Guide (Publication 310-1)* (<http://www.nwcg.gov/pms/docs/docs.htm>), the *USFS Fire and Aviation Management Qualifications Guide* (<http://www.fs.fed.us/fire/publications/>) and/or the US Fire Administration's *Skills Crosswalk Wildland Training for Structural Firefighters* (http://www.usfa.fema.gov/fireservice/subjects/wildfire/crosswalk_overview.shtm). Each agency will

provide coordination and payment of personnel and equipment, as needed, when local government or volunteer fire department resources are required within their respective Protection Areas. These costs may be reimbursable per terms of local agreements. Personnel and equipment of these departments will be utilized only in their areas of specialized expertise and qualification. Additional guidance is contained in the *Red Book* (http://www.nifc.gov/policies/pol_intgncy_guides.html)

PREPAREDNESS

15. Protection Planning

The Jurisdictional Agencies are responsible for setting the strategic fire direction.

Figure 4: Due Dates and Protection Planning Tasks

<i>Due Date</i>	<i>Protection Planning Task</i>
January AWFCG Meeting	<ol style="list-style-type: none"> 1) AWFCG review and update of AIWFMP. (AWFCG SOP) 2) AWFCG selects or affirms the Alaska Type 1 and 2 Incident Commanders for the upcoming fire season. (AWFCG SOP) 3) Teletype hub at AFS is operational year round. (Clause 41c) 4) Integrated Fire Management (IFM) system is operational year round. (Clause 41d)
February 1	Nominations for Type 1&2 IMT members are due to the applicant's AWFCG Operations Committee Agency Representative. IMT nomination procedures are located at http://fire.ak.blm.gov/ under Logistics and Dispatch. (http://fire.ak.blm.gov/logdisp/overhead.php)
Month of February	AWFCG Operations Committee and Incident Commanders (Type 1&2) select IMT members, Trainees and Apprentices.
March 1	<ol style="list-style-type: none"> 1) Deadline for submitting AIWFMP Management Option designation changes to AFS per the Management Option Change Procedures under Documents at http://fire.ak.blm.gov/administration/awfcg.php 2) Deadline for submitting protection area boundary changes to AFS. (Clause 16) 3) Deadline for submission of site data, orthophotos, and fire perimeter updates to AFS to incorporate into the respective Geographic Information System (GIS) files for the use during the upcoming fire season. (Clause 51b) 4) Updated Federal and State of Alaska Geographic Area Supplements available with rates for Emergency Equipment Rental Agreements for upcoming fire season. (Clause 37c).
March 15	Master Agreement reviewed; Alaska Statewide AOP updated by the signatories to this Agreement and signed by regional and statewide fire staffs. (Clause 55)
March 31	AIMG changes submitted to AICC. (Clause 12a)
April – 1 st week	IMTs, Agency Administrators and Fire Management Officers Spring Meeting
April 1	<ol style="list-style-type: none"> 1) Historic Fire Perimeter file updated with prior year data and available from AFS (Clause 51bi)

	<ul style="list-style-type: none"> 2) Management Option and Known Sites Database files updated and available from AFS for current year. (Clauses 51bii) 3) Strategic Objectives per management option for each unit updated in WFDSS 4) IFM system annual updates completed 5) DNR desired RAWs operational dates to AFS (Clause 42d)
April 1- Aug 31	<ul style="list-style-type: none"> 1) Official State of Alaska Fire Season; 2) State Burning Permits required (Clause 21)
April 1 – Sept 20	Principle operating period for Alaska Fire Weather Program (Clause 42)
April 15	AIMG available for current fire season (Clause 12a)
May 1 – Aug 15	Dispatch Centers staffed 0800-1800 7 days per week with the exception of Galena and Southwest Area (Clause 11a)
May 1	DNR and AFS exchange information on their fueling services and vendors available for aircraft operations. (Clause 43)
May 15	<ul style="list-style-type: none"> 1) Area/Zone/Forest AOPs completed, reviewed and signed, as needed. 2) DNR provides the list of aircraft that will routinely operate on AFS ramp on Ft. Wainwright to AFS Aviation. (Clause 43g2)
May 20	Lightning Detection Network operational.
June 1	All Alaska Type 1 and Type 2 IA crews have completed their annual training and/or certification requirements. (Clause 13j)
October 2 nd week	<ul style="list-style-type: none"> 1) Interagency Fall Fire Review (AWFCG SOP) 2) Type 1&2 Incident Commander nominations are due to the Operations Committee. (IMT Nominations & Selection Process)
Nov 1	Known Sites Database updated (Clause 51bii)

16. Protection Areas and Boundaries

Each Area/Zone/Forest maintains a map atlas. The information currently available electronically is the Protection Area boundaries, the Jurisdictional Agency lands, Known Sites, Native Allotments and the management option designations. The official records for land status are the Master Title Plats.

Changes to the Protection Area boundaries may be made at the recommendation of the Jurisdictional or Protecting Agency staff. Documentation will include a description of the change, a map, and the justification for the change. The document will be signed by the Protecting Agency and Jurisdictional Agency(s) FMO(s). This document will be submitted to the affected Protecting Agency managers and affected regional fire management staffs for final approval. The final approval and other documentation will be forwarded to the AICC by March 1 to update their map atlas and coordinate the update of the electronic files. A copy of the documentation will be kept on file at AICC.

17. Fire Protection and Suppression

The Protecting Agencies will provide fire detection coverage based on levels of lightning activity and human use or at the Jurisdictional Agency's request.

Upon discovery, the Protecting Agency is responsible to determine, verify and document the incident location, the Jurisdictional Agency, management option, and cause, and implement the initial response based on the management option designation as described in the AIWFMP. Notification procedures are addressed in the AIWFMP and Clause 25 of this AOP.

18. Joint Projects and Project Assistance

Joint plans will be completed in accordance with agency policies. Costs allocations will be agreed upon

and documented in the project plan.

Project expenses are reimbursable; a project code will be assigned and used to track costs and expenses. For the DNR-AFS projects these costs are included in bill for collection for Suppression and Non-Specific Suppression Support.

For DNR, DOI agencies or USFS projects, a reimbursable agreement, bill of collection or a purchase request/order citing this agreement is to be used. (See Exhibit E for format)

Additional guidance for the federal agencies is contained in the *Red Book* **under** Federal Agencies Assistance in the Fuels Management Chapter.

19. Fire Prevention

Fire prevention programs are agency-specific; communication, collaboration and cooperation among the agencies are encouraged. Alaska prevention brochures including Alaska Firewise and other educational materials are available at <http://fire.ak.blm.gov/administration/awfcg.php>.

20. Public Use Restrictions

Fire restrictions and area closures will be coordinated by affected Jurisdictional Agencies and implemented under those agency's regulations. When the AMAC is active, fire restrictions and closures may be suggested by that group but will be implemented under each Jurisdictional Agency's regulations.

21. Burning Permits

Within DNR Protection Area DNR requires burn permits for debris burning during the fire season (April 1 to August 31); however, there are areas where burning permits are not required. Information on DNR burn permits and permit regulations is located at <http://forestry.alaska.gov/fire/burnpermits.htm>. Burn permits are subject to burn restrictions and suspensions. (This is distinct from public use restrictions identified above and applies only to those areas and activities that require a burn permit under DNR regulations.) State laws and regulations pertaining to burning practices apply statewide all year ([Alaska Statute 41.15.010-41.15-170](#) and [11 AAC95 Article 6](#)). Penalties may apply for unsafe burning. Permits are required for burning piles, mowed lawns and fields of grasses or brush. Federal agencies are exempt from the DNR permit requirements if the project is covered under an agency approved Prescribed Fire Plan.

Boroughs or municipalities may have more stringent requirements for burning within their boundaries.

All federal and state agencies and the general public are required to follow the Alaska Department of Environmental Conservation (DEC) permitting regulations for prescribed burning. An Open Burn Approval is issued by DEC. Those regulations are available at <http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf>. The DEC Open Burn Approval Applications are available at <http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECopenburn.pdf>

22. Prescribed Fire and Fuels Management

Prescribed fires are planned, conducted and reported based on individual agency policy. Minimum requirements for Federal Agencies are described in the *Interagency Prescribed Fire Planning and Implementation Procedures Guide* available at http://www.nwgc.gov/branches/ppm/fpc/archives/fire_policy/index.htm

Ignition of prescribed fire is subject to restriction based on National and Alaska Preparedness Levels. (Reference AIMG for Alaska Preparedness Level information.)

During the fire season, it is the responsibility of the Jurisdictional Agency planning the burn to provide timely notification to and place orders with the Protecting Agency local Interagency Fire Dispatch Center and to adhere to the DEC open burn approval stipulations. The local Fire Dispatch Center will be notified daily of the location, planned ignition time, and planned acreage; the point and method of contact will be

established; and the contingency forces identified including their location and point of contact. The Burn Boss is responsible to order and inform the contingency forces of any planned burning and ensure their availability. During the project, the Burn Boss will report each evening to the local Fire Dispatch Center acres burned so that the information may be included in the AICC Situation Report. If the project occurs when a local Fire Dispatch Center is seasonally closed, the above information will be transmitted to AICC for inclusion in the AICC Situation Report.

For Jurisdictional Agency prescribed fires, the Protecting Agency will designate an IC before burn implementation. This may be the Burn Boss if qualified, or another on site resource.

Billing procedures and charge codes will be established prior to orders being placed and included in the project plan as described in Clause 18. Extended hours for the Interagency Fire Dispatch Center will be negotiated prior to ignition. Costs may include required dispatch staffing beyond normal business hours, travel and transportation expenses, crew salaries, and other project expenses incurred by the Protecting Agency.

23. Smoke Management

Smoke assessments are the responsibility of both the Jurisdictional and Protecting Agencies. The need for air resource advisors is increasing and additional technical expertise for addressing air quality and health related issues may be available through the DEC.

The AWFCG-approved “Smoke Effects Mitigation and Public Health Protection Protocols” are available at <http://fire.ak.blm.gov/administration/awfcg.php>.

For current smoke information and forecast, regulations, advisories, and educational materials, refer to the DEC website <http://www.dec.state.ak.us/air/anpms/index.htm>.

The *Alaska Enhanced Smoke Management Plan for Planned Fire* (ESMP) was developed by DEC in coordination with the AWFCG Air Quality Committee. The ESMP and its appendices are located at http://fire.ak.blm.gov/administration/awfcg_committees.php. The ESMP outlines the process and identifies issues that need to be addressed by DEC and federal and state agencies or private landowners/corporations to help ensure that prescribed fire activities minimize smoke and air quality problems. The ESMP Appendices provide additional assistance for interagency sharing of information, the applicability and availability of current smoke management techniques, monitoring protocol, public education strategies, and emission reduction techniques.

OPERATIONS

24. Fire Notifications

The AIWFMP contains notification requirements the Protecting Agencies follow to inform the Jurisdictional Agencies of wildfire occurring on their lands. The federal agencies are mandated to use WFDSS to document fire occurrence on their lands and lands for which they have the responsibility to provide fire protection (Alaska Native regional and village corporation lands and Native Allotments). A phone call to the Jurisdiction FMO or their designee and a WFDSS entry suffice for notification. For incidents on state, private and municipal lands, a WFDSS entry and a phone call to the assigned contact are also sufficient for notification. Nonetheless, some units have requested that the Fire Notification Form be utilized in addition to the WFDSS entry. The use of the Fire Notification Form is recommended, and may best function to document notification of Alaska Native regional and village corporations, local governments, and other agencies/entities not normally associated with fire activity.

In addition to the Jurisdictional Agency notifications listed in the AIWFMP, the following notification protocols will be followed: (Reference Exhibit B for contact names and phone)

- When a wildfire occurs on in-holdings (Native and State Selected lands, Native allotments,

- Native corporation lands, and private lands), within the boundaries of a National Park or Wildlife Refuge, the appropriate park or refuge fire staff will be notified.
- For wildfires occurring in the DNR Protection Area that affect Alaska Native, BLM, FWS or NPS lands, the AFS Military FMO or the Duty Officer will also be notified.
 - For wildfires occurring or threatening Native allotments, the BIA Regional Fire Management Officer will be notified.
 - For wildfires occurring in the AFS Protection Area on lands where the DNR is the Jurisdictional Agency (State, private and municipal lands), the DNR Fire Operations Forester is the Jurisdictional Agency representative to be notified by AFS.
 - For wildfires occurring in USFS Protection Area where the DNR is the Jurisdictional Agency (State, private and municipal lands), the Jurisdictional Agency representative to be notified by the USFS are:
 - For the Chugach National Forest, the Kenai-Kodiak Area Forester.
 - On the Tongass National Forest for incidents occurring from Cape Fanshaw south, the Southern Southeast Area Forester.
 - In the Tongass National Forest for incidents occurring from Cape Fanshaw north, including ABC islands, the Northern Southeast Area Forester.
 - For wildfires occurring on lands managed by the U.S. Army-Alaska, the Military Fire Chief, the Natural Resource Specialist and the Installation Range Manager at each location will be notified by the AFS Military Zone FMO.
 - Note: AFS has an agreement with the U.S. Army-Alaska to provide suppression and fuels management services on BLM lands withdrawn for Army use, but does not have agreements with the Air Force or Coast Guard and for lands under military ownership (ex. Fort Wainwright cantonment area).
 - For wildfires on Clear Air Force Station, Fairbanks Area will notify appropriate USAF Fire Chief at Clear.

25. Closest Forces Concept

Reference Clause 24 and 26 in the Master Agreement and Clause 29 below.

The Protecting Agency FMO is responsible to dispatch closest available and appropriate forces for initial response.

The following also applies:

a. DNR Delta Area Authority for Donnelly and Fort Greely Training Areas

For lands located in the Donnelly and Fort Greely Training Areas, the Army Fire Chief may request initial response assistance directly from the DNR in Critical and Full Management Option areas. All requested suppression costs incurred by DNR are reimbursable by AFS unless covered by a local mutual aid agreement. The AFS Military FMO will be immediately notified of the request and response. The Delta Area Forester and AFS Military FMO will negotiate extended response operations.

b. DNR Matsu Area Authority for Fort Richardson

For lands managed by the U.S. Army at Fort Richardson, the U.S. Army-Alaska Fire Chief may request initial response assistance directly from the DNR. All requested suppression costs incurred by DNR are reimbursable by AFS unless covered by a local mutual aid agreement. The AFS Military FMO will be notified of the request and response. Matsu FMO and AFS Military FMO will negotiate extended response operations.

26. Independent Action

The Protecting Agency retains operational control of the incident regardless of who is responding. The Party taking action will promptly notify the Protecting Agency to identify what other resources are enroute and ensure mitigation of safety issues. See Clause 29 below.

27. Protection Area Boundary Line Fires

See Master Agreement Clauses 16 and 27 and also reference the notification procedures in the AIWFMP and those listed in Clause 25 of this AOP.

28. Escaped Prescribed Fires

When a prescribed fire is declared a wildfire, the Protecting Agency FMO will assume operational control with the cooperation of Jurisdictional Agency and the Burn Boss. A wildfire number will be assigned and all wildfire management costs will be charged to that number. Decision support documentation is required regardless of fire cause. The acreage burned after the prescribed fire was declared a wildfire is reported as wildfire acreage in the final fire report. Reference Clause 29 below for the requirements for the decision process.

As dictated by individual agency policy, the Jurisdictional Agency administrator is responsible for conducting the appropriate level of investigation when a prescribed fire is declared a wildfire.

29. Response to a Wildfire

Operational control, as defined in Exhibit A Wildland Fire Glossary of Terms, of wildfire incidents is the responsibility of the Protecting Agency. The Protecting Agency FMO will assign an Incident Commander and provide supervision and support including oversight, direction and logistical support for wildfires. When the fire is not staffed, the Protecting Agency FMO will retain operational control. The Protecting Agency will be responsible for fulfilling daily interagency incident reporting requirements and will complete the final fire report which will be provided to the Jurisdictional Agencies. Jurisdictional Agencies are responsible for all fire reporting required by internal agency policy. When practical, the Protecting Agency will provide digital photos (aerial preferred) to the Jurisdictional Agency for decision support documentation.

a. Initial Response

The Protecting Agencies will initiate a response based on the management option designation and notify the appropriate Jurisdictional Agency of any fire detected on that agency's lands in accordance with the AIWFMP and Clause 25 of this AOP. A non-standard response may be used at the discretion of the Jurisdictional Agency or by the Protecting Agency when necessary. Procedures for non-standard responses are in the AIWFMP. For more information on Aviation Operations, Fire Scene Organization and Communications during initial response, refer to Clause 43.

b. Evacuations

Evacuations procedures will be further defined in subsequent AOPs.

i. Red Cross Contacts

When a wildfire occurs inside an organized Borough, the Borough's emergency manager will be the contact point for declared evacuations and the Red Cross. The Borough will typically be the primary agency for evacuee support. Outside the Boroughs, the points of contact for the Red Cross are the Operations chiefs for DNR and AFS.

c. Decision Process

Decisions for extended response, non-standard responses and converted prescribed fires will be documented using WFDSS and will support the strategic objectives defined by the

Jurisdictional Agency. (Reference Attachment 6 and 7 - Alaska WFDSS Protocols.) The Protecting Agencies will initiate the WFDSS process by entering the required information into the Incident Information tab within the WFDSS program. Protecting Agencies will transfer the “ownership” as defined within WFDSS to the appropriate Jurisdictional Agencies; both Jurisdictional and Protecting Agencies will work collaboratively to complete documentation as required. For all incidents:

- Public and firefighter safety issues are the primary considerations.
- Protecting Agency will complete a fire complexity analysis. The Protecting Agency will authorize and provide oversight for all incident resources regardless of the complexity level.
- The operational guidelines for special management considerations are contained in the AIWFMP and in Unit Fire Management Plans and will be included in the decision documentation in WFDSS.
 - Retardant will not be used on federal lands without prior approval of the agency administrator unless there is an immediate threat to life.
 - Each agency’s structure and site protection policies will be reviewed and applied as directed by the Jurisdictional Agency and based on priorities, the overall statewide fire situation and resource availability.

d. Wildland Fire Decision Support System Approval Requirements

The Protecting Agency will develop and implement incident tactics based on verbal approval from the Jurisdictional Agency FMO or agency administrator while WFDSS approvals are being finalized.

WFDSS decisions document the strategic objective and management constraints, the fiscal component and the course of action. Decisions require collaborative efforts by the responsible agency for each of those components to arrive at viable decisions. In WFDSS, decisions will be approved by each agency: the primary responsibilities are for:

- the Jurisdictional Agency(s) to identify the strategic objectives, management requirements and constraints,
- the fiscally responsible agency (AFS has fiscal approval authority for DOI and Alaska Native lands) to provide cost oversight and
- the Protecting Agency FMO to develop implementable courses of action to meet objectives and budgets.

Additional approvals may be required as noted in the Red Book.

Note: BIA Regional Fire Management Officer is the approval authority for incidents involving Native Allotments.

e. Fires with Federal Emergency Management Agency Reimbursable Expenses

If incident expenditures qualify for the Fire Management Assistance Grant Program (FMAGP) under Federal Emergency Management Agency (FEMA), a new incident number/FIRECODE may be issued to track expenses during the FEMA qualifying period. This grant program is applicable to fires occurring on state and private lands regardless of Protecting Agency. Reference Clause 44 below for billing procedures and documentation requirements.

f. Surveillance and Monitoring

Periodic surveillance will continue for the duration of the wildfire to evaluate fire behavior and threats. Surveillance frequency will be coordinated between the Protecting Agency and

the Jurisdictional Agency; both agencies will notify the Interagency Fire Dispatch Center prior to departure of a surveillance flight. A documented decision analysis and support process may be appropriate based on complexity or initiated at the discretion of the Jurisdictional Agency.

Monitoring for fire effects and research purposes is at the Jurisdictional Agency's discretion. The Jurisdictional Agency will coordinate with the Protecting Agency FMO and notify the Interagency Fire Dispatch Center prior to departure of a monitoring flight over on-going incidents.

Flights, monitoring actions or visits to the wildfire, or within the vicinity of the fire, will be coordinated with the on-site Incident Commander or Protecting Area FMO.

g. Agency-Specific Reporting Requirements

The Jurisdictional Agency will follow internal agency requirements.

h. Post-fire Activities

Protecting Agencies are responsible for completing wildfire suppression activities damage repair per Jurisdictional Agency's written direction prior to demobilization.

Jurisdictional Agencies are responsible for post fire assessments and Emergency Stabilization and Burned Area Rehabilitation projects per agency policy and funding. For DOI agencies, additional information is found at <http://www.fws.gov/fire/ifcc/Esr/home.htm> and for USFS direction is located at <http://www.fs.fed.us/biology/watershed/burnareas/index.html>.

30. Delegations of Authority, Briefings and Evaluations

A Delegation of Authority, consistent with the Master Agreement and this AOP, will be jointly developed and signed by the affected Protecting and Jurisdictional Agency representatives. A written Delegation will be prepared when incident complexity is a Type 3 or above.

Protecting and Jurisdictional Agencies will participate in IMT in-briefings to provide information on local issues, personnel, facilities and identify key representatives. The Protecting Agencies will authorize and provide oversight for incident resources regardless of the complexity level and may assign a liaison to out-of-state IMT Type 1 & 2. The Jurisdictional Agencies may assign Resource Advisors and/or an Agency Administrator Representative.

The Protecting and Jurisdictional Agencies' staff will be notified of the location and time of the IMT In-briefings and Closeouts in advance to promote attendance and allow for their travel time. During Closeouts, each agency may contribute to the written evaluation of IMT's performance in the implementation of the direction contained in the Delegation of Authority; the Protecting Agency is responsible for compiling the final evaluation documents.

IMT evaluations, minutes from the closeout and IMT final narrative will be forwarded to the Protecting Agency's chiefs of Fire Operations. Lessons learned from the IMT debriefings will be an Interagency Fall Fire Review agenda item.

31. Priorities

Under Alaska Preparedness Levels 1-3, the Protecting Agencies' fire operation leads set resource allocation priorities; under Preparedness Levels 4 and 5, the AMAC approves those priorities. Reference AMAC Handbook (<http://fire.ak.blm.gov/administration/mac.php>) and Alaska Preparedness Levels in the AIMG (<http://fire.ak.blm.gov/logdisp/aimg.php>).

32. Preservation of Evidence

All fires suspected of being human-caused will be investigated to the degree possible by the initial response Incident Commander. The Jurisdictional Agency will be notified immediately of suspected

human-caused fire and will determine if the fire scene is to be formally investigated and if so, will provide an investigator. The Jurisdictional Agencies may pursue any legal actions deemed necessary. When incidents impact multiple agencies lands, collections will be pursued jointly and cooperatively by each affected agency to the extent practical.

The Incident Commander will:

- Locate and protect the point of origin of fire.
- Search for and protect evidence.
- Identify and document witnesses and other persons at fire scene (Name and contact information, if possible).
- Document observations, actions, and findings.

33. Stafford Act Response

In Alaska, AFS is the operational lead for National Response Framework Emergency Support Function #4 Firefighting. Stafford Act Subtitle B Section 621 (c) 1 allows for the mobilization of State resources.

USE AND REIMBURSEMENT OF INTERAGENCY FIRE RESOURCES

34. Appropriated Fund Limitation: Refer to Master Agreement.

35. Duration of Assignments

Incident Commanders will release initial response resources to their primary responsibilities as soon as priorities allow or unless otherwise agreed to by the home unit of the initial response resources. With the exception of smokejumpers, who will be released within 48 hours from the initial response and whose use beyond 48 hours will be negotiated. (Also reference the AIMG section that addresses Work/Rest, Length Of Assignment, and Days Off; Day off policies are agency specific.)

36. Fire Suppression and Cost Share Agreements

For more billing details reference Clause 44 of this AOP and Exhibit D.

There is no billing between federal agencies for expenses incurred on wildfires on federal lands. (Interagency Agreement for Wildland Fire Management among the BLM, BIA, NPS, FWS and the USFS, FY2010-FY2015, Section VI.B.1.)

BIA, FWS and NPS may bill DNR to recover costs incurred in support of DNR for extended staffing requests and incident assignments. Costs must be documented on appropriate fiscal documents (i.e. Resource Order, travel voucher, OF-288, CTR, fuel receipts). Billing will be processed by the respective regional offices.

Billing figures for in-state fires are determined by the point of origin of the incident and the initial actions taken upon discovery. It is the intent of this procedure to attribute wildfire suppression costs to the agency who has taken the risk of allowing a fire to burn without suppression action, other than surveillance or site specific protection, during the stages when it can be most easily suppressed. It is the responsibility of the Protecting Agencies to identify to the best of their ability the exact location of fires when first detected, document that location, implement the initial response based on the management option designation, and notify the Jurisdictional Agency.

AFS is fiscally responsible for the costs of wildfires on DOI administered lands and Alaska Native lands other than those in southeast Alaska; DNR is fiscally responsible for costs of wildfires on State, private and municipal lands; USFS is the responsible party for costs incurred on National Forests and Alaska Native lands in southeast Alaska. This does not diminish the oversight role of Jurisdictional Agency

administrators.

a. AFS, DNR and USFS Incident Billing Criteria

- When the initial actions upon discovery are an effort to extinguish the wildfire, the costs will be apportioned based on the acres burned and the associated responsible fiscal agency.
- When the initial action upon discovery is surveillance, or site specific protection, all costs incurred are attributed to the agency on whose land the wildfire originated and billed to the party that is fiscally responsible.
- Costs will be apportioned for non-standard responses on a case-by-case basis and will follow the protocols listed above.

b. Fires That Merge

A Cost Share Agreement may be appropriate to delineate final cost allocations per fire number. (See ICS209 and agency final fire reports directions for reporting requirements and reference <http://www.nwcg.gov/general/memos.htm> for NWCG Memo 14-2011 for additional considerations.)

c. AFS, DNR and USFS Complex Billing Criteria

Unless otherwise directed in a Cost Share Agreement, when wildfires are assigned to a complex, costs for each fire within the complex will be apportioned as described above under AFS, DNR and USFS Incident Billing Criteria.

Unless the following direction is superseded by a Cost Share Agreement approved by the AFS Manager, DNR Chief of Fire and Aviation and/or the USFS Director of Fire, Fuels and Aviation, complex costs that cannot be attributed to individual fires will be prorated. DNR and AFS agree that costs attributed to an individual fire equates to the effort involved in managing that fire. Therefore, it is assumed that complex costs that cannot be assigned to an individual fire can be apportioned as a percentage of effort/cost attributed to each fire. Every effort will be made to assign costs to individual fires that are appropriate to that fire. Only costs that cannot be reasonably attributed to an individual fire will be assigned to the complex.

d. Audits

Each Protecting Agency shall be subject to audit for five (5) years after final payment. Audits shall be confined to those matters connected with the performance of the Master Agreement and the supporting Exhibits.

37. Incident / Fire Business Management

Fire business management and accountability for costs are the responsibility of the Protecting Agency managing the incident; Protecting Agencies will abide by their own agency procurement regulations. Pay rates and business practices are dependent on employing agency.

Supply and Equipment purchases require supporting Resource Order numbers in order to be reimbursed.

Alaska personnel on their home unit and acting within the scope of their authority are not required to be assigned to the incident in ROSS.

a. Handbooks

Each agency will follow their administrative regulations and procedures for management of fires within their established Protection Areas. DNR uses the *Alaska Incident Business Management Handbook* (<http://forestry.alaska.gov/fire/incidentmanagement.htm>). AFS and USFS use the *Interagency Incident Business Management Handbook* (IBMH) (NFES 2160) (<http://www.nwcg.gov/pms/pubs/pubs.htm>) and policy memorandums. AFS Supplemental

Business Practices are available

<http://fire.ak.blm.gov/afs/organization/bustech/incbusmgmt/incbusmgmt.php>

b. Incident Business Oversight

For any Type 1 or Type 2 incident, the Protecting Agency is responsible to provide an administrative briefing to the IMT that includes cost reporting, incident finance package, and agency-specific requirements. The Protecting Agency will also provide oversight in regards to cost management, expenditure of funds, and agency procurement regulations, etc. Thresholds for assigning an Incident Business Advisor and Large Fire Cost Reviews are contained in the *Red Book*.

c. Emergency Equipment Agreements

The Federal and State of Alaska Geographic Area Supplements that list the rental rates are updated every two years and are posted on the DNR Division of Forestry website under Equipment hiring (<http://forestry.alaska.gov/equipment.htm>) and the AFS website <http://fire.ak.blm.gov/afs/> under Business and Technology, Incident Business Management, Chapter 20. AFS provided Emergency Equipment Rental Agreement (ERRA) rates in 2012; DNR will provide rates by March 1, 2014. USFS uses AFS rates.

Under current DOI regulations, EERAs must be incident-specific and supported by a resource order with a unique equipment number. All billing is contingent upon that resource order/equipment number. If the equipment is reassigned, the item must be closed out on the original EERA, a new resource order/equipment number assigned, and a new EERA agreement established and signed by the vendor.

d. Property Loss or Damage

- Personal property claims for loss or damage on an incident will be adjudicated and processed by the employee's (permanent/seasonal/casual/EFF) home agency in accordance with that agency's policy. The Protecting Agency managing the incident is responsible to document claims and forward them to the individual's home agency.
- Tort Claims (third party claims) for loss/damage related to the incident will be adjudicated by the responsible Protecting Agency.
- Contract Claims (emergency equipment rental or other agency contract/procurement agreement) will be adjudicated by the agency responsible for establishment and/or payment of the contract.

e. Medical Transport, Treatment and Transfer to Home Unit

The Protecting Agency will facilitate medical treatment for all Employees/casuals assigned to incidents until they are released to their point of hire.

The Hiring Unit facilitates medical treatment for employees and casuals once returned to Alaska upon release from Lower 48 incidents due to injury/illness. The responsible Dispatch Center will arrange travel within Alaska.

Incidents notify the appropriate Dispatch Center of medical transport.

Dispatch Center is responsible to:

- Arrange transportation from incident to Fairbanks or Anchorage.
- Notify Injury Compensation Office of inbound medevac/transport including name of injured individual, time, method and location of arrival.

- Provide Checkin/Checkout Point of Contact for Injury Compensation staff providing medevac/transport.
- Coordinate with the FMO and IC to determine if the medically released individual will be returned to the incident. Arrange appropriate travel arrangements (incident or point of hire) based on the decision.
- Notify the IC of individuals released directly to their point of hire and make appropriate travel arrangements.

Injury Compensation Office is responsible to:

- Coordinate prompt medical treatment.
- Arrange for subsistence (food and lodging) if required.
- Ensure completion of appropriate injury compensation documents.
- Notify Dispatch Center when medevac/transport is complete, location of injured employee.
- Notify Dispatch Center of Administrative Services staff return to duty or arrival home.
- Notify Dispatch Center of medical release to full duty or return to the point of hire.
- Notify and provide all documentation to appropriate Hiring Unit.

38. Equipment and Supplies

The Parties to this Agreement agree to provide fire cache support to each other on an as-available basis. Fire Cache supplies and equipment are prioritized and intended to be for support of on-going fire incidents. On a case by case basis, other orders, such as preparedness, non-fire, or non-emergency requests may be filled but require reimbursable agreements. All equipment and supply costs including transportation and cache restocking are charged to the code generating the workload. Abnormal or unique transportation costs will be negotiated at the time of request. Reimbursable agreements may be used to develop and stock specialized Alaska equipment in the caches.

a. Warehouse Catalog

The Alaska Interagency Catalog of Fire Supplies and Equipment will be jointly maintained between AFS and DNR. The catalog will be produced, in agreed upon quantities, by each agency on alternating years. (AFS in odd numbered years, DNR in even numbered years.) It is available at <http://fire.ak.blm.gov/afs/fireops/akcache.php>

b. Incident Support

Prior to placing orders for equipment for supplies out of state, all resources within the state will be utilized to the extent they are available. Resource ordered supplies and equipment not available in state will be ordered through the National Fire Cache system.

Cost for equipment and supplies for incident use drawn from the DNR or AFS fire caches or warehouses shall be included in billing for Suppression and Non-Specific Suppression Support. Billing justification shall be by item(s) name, catalog number, quantity, cost, and initial request or Resource Order number, incident project name/number, and warehouse issue and return printouts.

The incident or receiving agency will be responsible for returning to the issuing agency, all supplies and equipment not consumed by the incident in a timely manner by the most practical and cost-effective means. Equipment and supplies shall be returned in the same condition as when received, reasonable wear and tear accepted. Backhaul and rehabilitation of equipment and supplies shall be negotiated between sending and receiving caches. All

costs incurred including parts, replacement, and/or labor shall be charged to the appropriate incident number or charge code. Equipment issued will be billed to the incident or receiving agency at time of issue; credit will be processed once the item is in serviceable status i.e. refurbishment is completed and item is available for issue.

Equipment transported or operated by supporting agency personnel in transit to or from an incident is considered under the control of the supporting agency. When arrangements are made with a transportation service provider to deliver equipment, the party making arrangements for the transportation should ensure that the transportation service provider will be responsible for all loss and damage to equipment or supplies consigned on the bill of lading until received by the consignee.

Costs of non-consumable (durable or accountable property) items purchased in support of an incident may be deducted from the cost of that incident, or transferred to the requesting agency with costs adjusted based on percentage of ownership of the incident.

The federal fire caches generate and exchange the Fire Loss Tolerance Reports. (Reference Chapter 30 of the IBMH and the current version of the *Red Book*.)

c. Property Loss or Damage

Equipment that is destroyed or lost shall be properly documented and a report will be submitted to the issuing cache no later than 30 days following the incident inventory. Equipment damaged while under the control of the Protecting Agency will be repaired at the expense of the Protecting Agency, unless damage occurred because of negligence by the supporting agency.

Refer to the *Red Book* and both the IBMH and the Alaska IBMH.

d. Fresh Food Boxes

Reference the AIMG for the process to requests fresh food boxes.

e. Interagency Cache Planning

AFS and DNR are planning for an interagency combined cache. AFS will coordinate the planning effort. Costs apportionment will be negotiated and billed with Annual Fixed Costs.

39. Licensing: Refer to Master Agreement.

40. Training

The Parties to this Agreement participate and assist each other in interagency fire training through the AWFCG Alaska Interagency Fire Training and Qualifications Committee. This includes scheduling, cost sharing, tuition charges, course development, and course presentation. Any agency may provide housing and/or meals for the students and instructors from another agency in a manner mutually agreed upon.

a. Emergency Fire Fighter (EFF) Training

EFF crews will be trained and receive physical fitness testing in accordance with the *Alaska Emergency Fire Fighter Crew Management Guide*. AFS and DNR are responsible for training and physical fitness testing for EFF crews in their Protection Area. Currently USFS does not sponsor any EFF crews.

EFF Crew Boss training will be conducted on an interagency basis on odd numbered years. EFF Crew Boss training is hosted by the AFS. The cost of instructors and trainees is the responsibility of their employing agency.

b. Field Deliverable Courses

Costs incurred for cadre and students who are participating in Field Deliverable courses including

S-420 Command and General Staff will be charged to the incident that the course is hosted by. Field deliverable courses will require a Support Resource Order for training within an incident. Course cadre will be ordered in their respective position. Cadre not identified by position will be ordered as Technical Specialists. Students will be ordered as Trainees in their respective trainee positions.

41. Technology Systems

Jurisdictional and Protecting Agencies will collaborate on any proposed modifications or deletions to fire management databases or websites that affect their agency and provide each other the opportunity for comments.

AFS has provided BLM network access to DNR, NPS and USFS employees stationed on Fort Wainwright. Guest logins to the BLM network are provided to personnel assigned to AFS facilities on Resource Orders.

NPS, FWS, USFS and DNR provide their employees based on Fort Wainwright with access to their agency network.

a. BLM Network Access

In order to facilitate the exchange of information, access to the BLM's network has been provided. The following definitions have been used to establish the AFS Access Guidelines to providing a balance between user access and the protection of the network from known and potential security threats.

i. AFS Access Guidelines

- Unrestricted access to the BLM trusted network will be provided only to trusted users who have cleared the National Agency Check (NAC) and completed the requirements to initiate the NAC with written Inquiries (NACI). Personal Identity Investigation credentials will then be issued. Costs associated with the processing of the NAC and NACI will be the responsibility of the BLM.
- It is the responsibility of all agencies to ensure that only trusted users are afforded access to BLM's network.
- All users on BLM's trusted network will be granted full access to information in the Public Releasable and Agency General Information groupings.
- Access to information in the Agency Sensitive Information grouping will be granted by the host agency to specifically authorized employees and employee groups and to individually authorized contractor personnel.
- Access to information in the Agency Very Sensitive Information grouping (primarily law enforcement information) will be granted only to individually authorized personnel.

ii. Special Provisions

All personnel will comply with the Information Technology security policies established by the Computer Security Act of 1987, OMB A-130, Appendix III, BLM's security policies and the Homeland Security Presidential Directive #12. A copy of these policies is available http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm and http://www.whitehouse.gov/omb/circulars_a130_a130trans4

b. GIS and Information Technology Applications

AFS agrees to maintain the mutual use GIS files, databases and IT applications and servers for utilization and access by other agencies. AFS will include other agencies in development of user requirement for these files, databases and applications.

Costs for application modifications specific to an agency's requirements will be determined on a

project-by-project basis and billed to that agency as appropriate.

The DNR contribution to the Interagency GIS and IT Mapping Application development and support is included as an Annual Fixed Cost. This support includes but is not limited to: Known Sites, Fires, and Integrated Fire Management (IFM) coverages, etc. That amount will be evaluated annually and listed in Attachment 1.

c. Teletype

The Parties to this Agreement will assume full responsibility for their portion of the teletype (TTY) network.

- AFS will provide and maintain the TTY hub at AFS. This hub will be operational by year round. Connections between this hub and the data communications equipment will be via TCP/IP or standard RS-232 connections. AFS will also provide and maintain the TTY software to run on computers with Windows operating system. This maintenance is limited to that necessary to maintain reliable and functional system.
- The DNR will provide their own data circuit(s) accessing the DNR owned communication equipment at AFS; this will serve as the demarcation point between AFS and DNR circuits. DNR contributes funding to AFS to support the Teletype system and the costs are included in the Bill for Collection for Annual Fixed Costs.
- Any operational changes to the TTY system, including hardware and software, will be made on an interagency basis, with concurrence from both DNR and AFS.

d. Integrated Fire Management

DNR will use the Integrated Fire Management system as a situational awareness tool for resources and incidents. The IFM will be operational year-round and seasonal updates will be completed by April 1. Jurisdictional Agencies will be provided read-only access as requested.

While AFS provides data as noted in Clause 41b, DNR is solely responsible for maintenance and system modification. Points of contact are listed in Exhibit B.

e. Communications

All agencies will adhere to all Federal Communication Commission and DOI Office of Telecommunication policy and internal agency rules and regulations pertinent to utilization of frequencies.

i. *Radio Frequency Sharing*

Each Protecting Agency Area /Zone /Forest has local frequencies on which they operate. The Interagency Fire Dispatch Centers for that Area/Zone /Forest are responsible for assigning and tracking the incident frequencies and all resources assigned to an incident are permitted to use assigned frequencies. The DNR and AFS have agreed to share assigned frequencies for the purpose of initial response, logistical support, preparedness, and administrative traffic on a non-interfering basis. DNR and USFS have a similar agreement. The USFS does not have any frequencies dedicated to wildland fire in Alaska.

To facilitate interagency communications, there are interagency frequencies approved for use during an incident response. Contact the AICC Communications Coordinator (Reference the AIMG for information on how to request additional dedicated radio frequencies for use during extended response.)

All agencies will coordinate the deployment of equipment using frequency assignments with the principle licensee to avoid frequency/interference conflict. At Alaska Preparedness Level 4 &5, a statewide interagency Communications Coordinator is activated and assigned to the AICC.

Frequency sharing agreements between individual agencies exist outside of this agreement. This agreement allows for the DNR and AFS to share frequencies. AFS has agreements in place with the DOI agencies that allows sharing of some frequencies. The AFS/DOI Frequency Sharing Agreements do not permit use of these frequencies by other agencies without authorization of the owning agency or the AFS Chief, Branch of Communications.

iii. Radio Site Maintenance

For 2013 AFS will provide radio site preventive maintenance at four DNR sites in the McGrath area (Horn Mountain, Mount X, Cloudy Mountain, and the McGrath station). DNR will adopt the Interior Telecommunications Coordinating Group (ITCG) radio equipment, shelters, solar panels and batteries for all sites maintained by AFS. Existing shelters will remain in place providing they meet the OSHA standards for confined space.

Based on the outcome of the Radio Frequency Sharing Proof of Concept project, AFS may decommission DNR communication sites (Beaver Mountain, Horn Mountain, Tatlina Mountain and Mount X) and relocate Horn Mountain air to ground radio link to the AFS Horn Mountain Radio Shelter.

AFS will install the IP based radio consoles purchased by DNR Division of Forestry (DOF) for the McGrath station. AFS will also upgrade DNR radio sites maintained by AFS to meet R56 standards at a cost to be determined.

Scheduled maintenance costs are billed under Annual Fixed Costs and may be offset by documented expenses incurred by DOF. Aviation, equipment, part and supplies for the unscheduled radio site and RAWs maintenance will also be included in the Bill for Collection for Annual Fixed Costs. AFS will advise DOF of these unplanned costs, where practicable, prior to the expenditure but at a minimum upon completion of the maintenance. No equipment will be purchased without the concurrence of DOF.

DOF will provide funding for an Electronic Mechanic's labor as negotiated and listed in Annual Fixed Costs (Attachment 1). This labor will include, program oversight, mission planning, technical assistance, field maintenance of radio and RAWs sites.

Communication site maintenance schedules and costs for AFS, NPS and FWS sites are determined under other agreements.

42. Fire Weather Systems

Predictive services products and fire weather indices are posted at <http://fire.ak.blm.gov>. The principal operating period for the Alaska Fire Weather Program is April 1 through September 1.

a. Fire Weather AOP

The National Weather Service - AWFCG Fire Weather AOP is available at <http://firewx.arh.noaa.gov/>.

b. Incident Meteorological Services

The provisions described in the Interagency Agreement for Incident Meteorological Services in Response to State-Requested Assistance of Wildland Fire Management (IMET Agreement) between the NWS and USFS, along with the procedures detailed within the AIMG will be followed for the use of Incident Meteorologist to support responses to wildfires.

c. Automatic Lightning Detection Network

The AFS is responsible for the installation, maintenance, and operation of the statewide automatic lightning detection network. Data from this network is available to all agencies on the AICC website (<http://fire.ak.blm.gov/>) and is provided at no charge to federal agencies as part of the wildland fire suppression services designated to AFS in 620 DM 2. DNR contributes funding to

AFS to support this network and those expenses are included in the Bill for Collection for Annual Fixed Costs. The system will be fully operational by May 20 annually.

d. Remote Automated Weather Stations (RAWS)

The Alaska WIMS and RAWS programs provide the foundation for the operation of the National Fire Danger Rating System (NFDRS) and the Canadian Forest Fire Danger Rating System (CFFDRS) within Alaska. The goal of these programs is to produce an accurate assessment of the wildland fire potential across all units to support planning and implementation of the Alaska's fire management program.

This list of roles and responsibilities identifies the point of contact for each element in the weather data collection and archiving in Alaska. This point of contact will work with the other affecting agencies and individuals to ensure the weather data is properly collected and archived.

Roles and Responsibilities:

- RAWS Equipment Maintenance – As defined in the Interior Telecommunications Coordinating Group – Alaska Agreement.
- RAWS Site Maintenance – Owning Agency
Owning agency will work with local protection unit to determine most efficient way to maintain the vegetation at the RAWS location to meet NFDRS standards.
- WIMS Catalog – Protection Agency
The Protection Agency will update the station catalog to include green-up date and freeze-up date including ensuring the location information is correct.
- WIMS Weather Observation Input – Protection Agency
Daily weather observations will be confirmed (automatic stations) or entered (manual stations) by the protection agency.
- WIMS Oversight and Review – Predictive Services
Predictive services will routinely review the weather observations and station functionality to ensure data is captured. Any edits completed in the AFS Weather Database by Predictive Services will also be completed in WIMS.

Interagency point of contact for RAWS performance and data review is the AICC Fire Weather Program Manager.

The DNR will coordinate with AFS on scheduled maintenance and establish desired operational dates for RAWS sites, and communicate them to AFS by April 1 of each year. The DOI apportions the cost for RAWS maintenance through the Interior Telecommunications Coordinating Group AOP and those costs, excluding labor (see Clause 41e2 Radio Maintenance) are included in the Bill for Collection for Annual Fixed Costs.

The DOI will calibrate and maintain the below identified DNR RAWS sites: Chatanika, T-Lake, Stoney River, Telida, Willow, Ninilchik, Salcha, Goodpaster, Paxson, Flat, Homer, Chitina, Angel Creek, George Creek, Tok River Valley, Big Lake, Gold King, Skilak Guard, Chistochina, and Point MacKenzie.

The USFS is responsible for the operation and maintenance of RAWS located within the Tongass and Chugach National Forests.

RAWS schedules for NPS and FWS stations are determined by those agencies and may be maintained by other agencies under other agreements.

43. Aviation Operations

For information on the mobilization, use, management and the various types of aircraft available, refer to

the AIMG. By May 1 each year, the AFS, NPS, FWS, USFS and DNR provide each other with aviation operations information which includes fueling services and vendors available.

a. Aviation Site Management

All aircraft will be operated under the terms of agreement for aircraft operations currently in effect between the site operator and the runway owner.

b. Certification

Pilots and aircraft transporting federal personnel must be certified (carded) by either the Office of Aviation Services (OAS) or the USFS. Federal Aviation Regulations Part 121 and 135 apply to certain commercial charters and OAS or USFS certification is not required.

c. Standards

- All interagency missions defined as a mission with federal and state employees assigned to the aircraft operation regardless of which agency is managing the incident or aircraft, will comply with the more stringent federal policies and will meet Interagency Aviation Safety and Personal Protective Equipment standards as defined in the *Interagency Helicopter Operations Guide* (<http://www.nifc.gov/ihog/>), the *Interagency Aerial Supervision Guide* (http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf), and DOI Department Manual 351 Chapter 3 & 4.
- When a mission is under the operational control of the DNR and only DNR employees are assigned, DNR policies are applicable.
- For airtanker operations only, the agencies agree that the policies of the agency with operational control apply. For guidance regarding the use of the non-federally approved airtankers under the operational control of the States refer to National MAC *Guidelines for the Use of Tactical Aviation Resources*, Appendix 7
http://www.nifc.gov/nicc/administrative/nmac/strategy/NMAC_Apx_7.pdf
- All federal contract and agency pilots will comply with the interagency pilot duty/days off standard listed in the *Interagency Standard for Fire and Fire Aviation Operations*.
http://www.nifc.gov/policies/reference_materials.htm.
- All fuel delivery systems will meet agency safety standards and will comply with whichever standard is more stringent. Both AFS and DNR will provide aircraft servicing at their ramps on a reimbursable basis.

d. Temporary Flight Restrictions Notifications

When a Temporary Flight Restriction (TFR) is issued for an incident, the Jurisdictional Agency and adjacent Jurisdictional Agencies that may be impacted by the TFR should be notified by the Protecting Agency

e. Sanitizing Water Drafting or Scooping Aircraft and Helicopter Buckets

In order to minimize the potential transmission of aquatic invasive species, water drafting or scooping aircraft and helicopter buckets will be washed either immediately prior to or upon arrival from the Lower 48 or Canada at an established base (Fort Wainwright, Palmer, Tanacross, Delta, Kenai, McGrath, Galena). Power washing with clean water at a temperature of 140 degrees Fahrenheit or greater is required. State and AFS Aviation Offices will maintain a log that documents the cleaning date and location.

f. Canadian Resources

Canadian resources may be ordered by DNR under the terms of the Northwest Wildland Fire Protection Agreement (Northwest Compact). While in Alaska, those resources must remain

under the operational control of DNR unless inspected and certified by the appropriate federal agency.

g. **Airtanker Bases**

Airtankers may load retardant at any airtanker base on a reimbursable basis. DNR contracted airtankers loaded at AFS airtanker bases will be loaded to the specifications of the DNR contract.

- The application of suppression chemicals will follow the guidelines in *Interagency Standard for Fire and Fire Aviation Operations*, available at http://www.nifc.gov/policies/reference_materials.htm.

The pilots will be fully briefed by the Base personnel and are required to abide by all Base rules and runway regulations while operating on these bases.

1. *Primary Bases*

Ladd Army Airfield located in Fairbanks on the Ft. Wainwright Army Post and the Palmer Municipal Airport in Palmer will be the primary bases for air attack/airtanker operations.

- On Fort Wainwright Army Post, the site operator is AFS; runway owner is U.S. Army-Alaska.
- At Palmer Municipal Airport, the site operator is DNR; the runway owner is the City of Palmer.

2. *Secondary Bases*

Secondary bases may be established and/or activated as needed at Allen Army Air Field on Ft. Greely, Tanacross Airport, Kenai Municipal Airport, and McGrath Airfield.

- Tanacross Airport: DNR will coordinate with BLM Fairbanks District Office to ensure that they have a current valid permit that authorizes their use of BLM land adjacent to the Tanacross airstrip.
- Allen Army Air Field: BLM-AFS has entered into an agreement with Space and Missile Defense Command to permit a retardant base to operate on Allen Army Air Field on Fort Greely Army Post. DNR will manage and staff that retardant site as requested.
- For all of the secondary bases, the site operator is DNR. For Allen Army Air Field, the runway owner is U.S. Army-Alaska, for Tanacross, the runway owner is BLM; for Kenai, the site owner is the City of Kenai, and for McGrath, the runway owner is Alaska Department of Transportation.

h. **Ft. Wainwright Aircraft Operations**

All pilots will be fully briefed by the responsible AFS personnel and will abide by any restrictions, requirements and regulations applicable to the AFS ramp and the U.S. Army-Alaska's runway use.

Air traffic procedures published for Ladd Army Airfield will govern all aviation operations conducted at the AFS ramp.

All proposed structures, buildings, or any changes to the real property must be in compliance with the AFS site plan and U.S. Army-Alaska requirements, and be pre-approved by the AFS Manager.

AFS will:

- Provide ramp parking for fire-related aircraft and office space including

telephone for the aviation related personnel temporarily assigned to perform fire-related duties in Alaska.

- Provide aircraft-related services as stipulated in AFS aviation contracts.
- Bill DNR for office space including telephone for DNR pilots, Air Attack personnel and retardant site staff stationed at Fort Wainwright for the current fire season in the Bill for Collection for Annual Fixed Costs.

The DNR is authorized to utilize the AFS ramp on Ft. Wainwright throughout the fire season and is responsible to:

- Provide to AFS by May 15th annually, a list of all aircraft that routinely operate at the AFS ramp. The list will include aircraft type, vendor name, and aircraft tail number.
- Provide all logistical support requirements for their personnel associated with aircraft parked at the AFS ramp.
- Follow the current AFS Standard Operating Procedures for the Management of Hazardous Materials and Hazardous Waste to dispose of any hazardous materials and hazardous waste generated by DNR on Ft. Wainwright.

i. Fire Scene Organization and Communications

All tactical aviation resources will be dispatched and flight followed by the local Interagency Fire Dispatch Center when responding to an incident. All aircraft will utilize VHF Air-to-Air frequency 128.45 unless otherwise indicated by their local Interagency Fire Dispatch Center.

For standard operating procedures for tactical aircraft flying over or near an incident, reference the *Interagency Aerial Supervision Guide* available at http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf.

j. Non-Tactical Aviation Resources

All non-tactical fire aviation resources will coordinate flights with the local Interagency Fire Dispatch Center and, if present, with Air Attack (or other reconnaissance aircraft in the area) when flying over or near a fire. Dispatch will determine flight following protocols and relay information on aircraft currently in the fire area.

k. Aerial Mapping Services

Various incident mapping services are available by placing an Aircraft Resource Order. AFS has an agreement with the University of Alaska, Fairbanks for the use of an unmanned aerial system to provide mapping services when available and circumstances warrant. Other alternative sources for mapping may be available based on the statewide situation.

Ordering aerial mapping services is addressed in the AIMG in the Infrared Aircraft section.

l. Forms for Documentation

- Form OAS-59 will be used for fuel invoices. Each agency will use their own OAS biller code for fueling; additional charge codes to be entered on Form OAS-59 invoices will be provided by the pilot.
- Form 10-3133 will be used to log DNR government and contract aircraft flight times.
- Form OAS-23 will be used to log AFS government and contract aircraft flight times.

m. Reimbursable Costs

The following costs will be compiled, apportioned and the eligible costs will be included in agencies' Suppression and Non-Specific Support billing.

- Agency personnel costs including standby, weekend staffing, extended staffing,

preposition flights etc.

- Overtime for agency pilots and crew members.
- Fuel and oil will be charged to the using agency code/incident number.
- Retardant costs are reimbursable at a per gallon rate.
- Use of agency aircraft as documented on DNR Form 10-3133 and OAS-23 and billed at the predetermined hourly flight rate. AFS flight hourly rates are incorporated by reference to this document from the following OAS documents:
 - Contract and On-Call aircraft: current Contract Rate letter.
 - Aircraft Rental Agreement: current OAS Rental Aircraft Source List.
- Costs incurred for aircraft ordered from the Lower 48 or Canada as agreed and documented during the Daily Statewide Strategy Meeting and on the Resource Order.
- Aircraft availability and/or surcharges may be negotiated prior to the fire season. Costs will be included in the pre-season spreadsheet.
- Availability charges may apply to aircraft contract extension or severity requests.
- NPS will charge availability for its contract helicopters per NPS national office direction.

44. Billing Procedures

In addition to the information below, refer to Attachment 1 Annual Fixed Costs, Attachment 2 Synopsis: Suppression and Non-Specific Suppression Support Billing, and Exhibit D Reimbursable Billings and Payments.

a. In-State Fires with FEMA Reimbursable Expenses

- When the DNR has a fire that may qualify for Fire Management Application Grant Program (FMAGP) assistance, DNR will provide a copy of FEMA Form 90-58, Request for Fire Management Assistance Declaration to the AFS Chief, Division of Fire Operations.
- The AFS, in exercising its responsibilities as the FEMA Principal Advisor, will prepare and submit FEMA Form 90-32 Principal Advisor's Report and coordinate all such action with DNR.
- DNR is notified by FEMA if the incident qualifies for a FMAGP.
- When a fire is declared a FEMA incident, a duplicate fire package will be prepared by DNR. The duplicate fire package will contain daily Incident Action Plans, Resource Orders, and all financial records that pertain to the FEMA-qualifying period including but not limited to: timesheets (OF 288s) of all personnel charging to the incident, shift tickets, flight logs, invoices, contracts, inspection checklists, signed rental conditions and agreements, and Incident Cost and Reporting System data.
- All agencies agree to provide the DNR with all financial/payment data pertinent to the declared incident. This report will include but is not limited to travel, payroll, and vendors with amount paid. In addition the agencies will provide copies of: any invoices paid and backup/source documentation for such invoices; shift tickets; additions or deductions; rental agreements, inspection checklists, signed rental conditions; and Resource Orders attributable to FEMA-qualifying period.
- The DNR agrees to reimburse the AFS for reasonable costs associated with the above normal workload of gathering source documentation to satisfy FEMA requirements.

b. Joint Projects and Project Assistance (Fuels)

DNR-AFS fuels projects are assigned a project code and the DNR and/or AFS reimbursement for expenses is included in the cross-billing for Suppression and Non-Specific Suppression Support.

Federal agencies will follow direction in *the Red Book*.

c. Meals and Lodging for Resource Ordered and Subsisted Personnel

Costs for meals and lodging for personnel being subsisted with Resource Order documentation are calculated and billed with the Suppression and Non-Specific Suppression Support Expenses.

Personnel are required to enter their payment code (i.e. charge code, Firecode, reimbursable agreement code) when signing in at an agency dining facility. The cost charged for the meal will be based upon the established per diem rates for that location. Meals, including sack lunches that are ordered, regardless if they are consumed, will be billed to the charge code.

The priority is to provide lodging for personnel filling a Resource Order assignment and rooms will be charged to the Resource Order charge code. Barracks rates are established annually.

d. Annual Fixed Costs

The DNR and AFS agree to bill for Annual Fixed Costs as listed in Attachment 1 and according to the dates in Figure 5. No other agencies bill each other for Fixed Costs; the Administrative Overhead Rate does not apply to this billing.

e. Suppression and Non-Specific Suppression Support

All Parties to this Agreement agree to:

- Bill for expenses as shown in Figure 5: AFS-DNR Billing Due Dates and Tasks and Figure 6: DNR and USFS Billing Due Dates and Tasks for 2013 Incident.
- Adhere to the incident billing criteria listed in Clause 36.
- Bill for eligible aviation costs as listed in Clause 43m.
- Incorporate project costs associated with Clause 18.
- Include suppression and non-specific suppression costs associated with equipment, supplies, meals, lodging, personnel salaries based on agency policy, overtime and travel, prepositioning, and the agreed upon percentage of supplemental resources expenses.
- Include agreed upon miscellaneous costs including, but not limited to those listed in Clause 18.
- Use percentage figures for accounting and incident cost calculations from the final fire report data for the calendar year in which the fire occurred for the preliminary cross-billing.
- Facilitate each other's financial management activities by cooperating with any additional requests for billings and cost estimates.
- Bill using the Bill for Collection Process.
- Comply with the billing and payment timelines identified in Figure 5 or Figure 6, as applicable.
- Follow the general directions in Exhibit D of the Master Agreement.

f. Stafford Act Responses

DNR bills the USFS for all expenses incurred when DNR resources are mobilized to the Lower 48 under all the National Response Framework ESFs.

g. Documentation

Billing documents will include cost data, financial transaction registers and an Excel worksheet of the summary data by reciprocal accounting codes (fire codes) for the fire season being billed, and copies of payment documents (i.e. Invoices, rental agreements, etc.), if requested.

- h. **Administrative Overhead Rate**
 A rate of 15% against each agency's Suppression and Non-Specific Support total (not to exceed a maximum of \$350,000 per calendar year) has been negotiated for calendar year 2013 and applies to those agencies that are allowed to bill an administrative burden fee.
- i. **Billing Process and Addresses**
 Payments will be made by an electronic transfer of funds.
 All requests for payments from AFS will be mailed to:
 Bureau of Land Management
 Alaska Fire Service
 P.O. Box 35005
 Fort Wainwright, AK 99703-005
- All requests for payments from DNR will be mailed to:
 State of Alaska, Department of Natural Resources
 Division of Forestry
 550 West Seventh Avenue, Suite 1450
 Anchorage, AK 99901
- All requests for payments from USFS will be mailed to both of the following addresses:
- | | |
|----------------------------------|--|
| Original Billing Document | Copy of Billing Document and backup |
| US Forest Service | US Forest Service, Attn: CiCi Chitwood |
| Incident Business | R6/10 Incident Business Coordinator. |
| 101 B Sun Ave., NE | 333 SW First Ave, Portland, OR 97204 |
| Albuquerque, NM 87109 | Phone: 503-808-2466 cell: 503-708-5139 |
- j. **Alaska Fire Service and Department of Natural Resources Billing**
 Extensions to the billing dates listed below may be negotiated by either agency.

Figure 5: AFS-DNR Billing Due Dates and Tasks

<i>Due Date</i>	<i>Billing Tasks</i>
April 1, 2013	DNR and AFS provide each other with the preliminary accounting reports for 2012 Suppression and Non-Specific Suppression Support.
May 1, 2013	AFS and DNR bill each other for collection of the final 2011 costs for Suppression and Non-Specific Suppression Support.
July 15, 2013	DNR and AFS submit the Bills for Collection to each other for the preliminary costs compiled for 2012 Suppression and Non-Specific Suppression Support.
August 1, 2013	AFS bills DNR for collection for 2013 Annual Fixed Costs.
August 15, 2013	Payments due to AFS and DNR respectively for the preliminary costs for 2012 Suppression and Non-Specific Suppression Support.
August 15, 2013	AFS provides DNR with estimated 2013 costs for Suppression and Non-Specific Suppression Support for fires occurring on or before June 30, 2013.
December 1, 2013	AFS and DNR will provide estimates, listed by incident number, of 2013 Suppression and Non-Specific Suppression Support cost-to-date to each other.
March 1, 2014	AICC updates the lists of 2013 fires with acreage breakdowns by percentage, management option and actions taken to determine fiscal responsibility to

	DNR, USFS, AFS Budget Officer, NPS, FWS and BIA.
March 15, 2014	AFS and DNR agree on a final 2012 Suppression and Non-Specific Suppression Support billing.
April 15, 2014	Payment due for the final 2012 costs for Suppression and Non-Specific Suppression Support.

k. BIA, FWS, NPS, and DNR Cost Recovery Process

The BIA, FWS, and NPS may recover costs for their participation on incidents which DNR is fiscally responsible for suppression costs and other DNR fire-related support. These recoverable costs will be documented with the appropriate fiscal document and supported by a Resource Order. These agencies will directly bill DNR, establish billing thresholds, and submit no later than the established dates AFS and DNR for billing and payments. Extension to billing dates may be negotiated.

l. Department of Natural Resources and U.S. Forest Service Billing

Extensions to the billing dates listed below may be negotiated by either agency.

Figure 6: DNR and USFS Billing Due Dates and Tasks for 2013 Incident

<i>Due Date</i>	<i>Billing Tasks</i>
August 15, 2013	USFS submit to DNR a preliminary accounting report of fire suppression expenditures for fire occurring on or before June 30, 2013 for incidents which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes.
September 15, 2013	DNR submit to USFS a preliminary accounting report of fire suppression expenditures for CY 2013 on USFS lands in Alaska and on federal fires in lower 48. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes.
September 30, 2013	USFS submit to DNR a supplemental accounting report of fire suppression expenditures through August 30, 2013 for amount which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire job codes. An electronic transaction register will be included for costs on each fire.
April 1, 2014	USFS submit to DNR a preliminary Bill for Collection of fire suppression expenditures for prior fire season for amount which DNR is fiscally responsible. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes along with an electronic transaction register showing cost categories and individual names (e.g. employees, vendors) for each fire.
April 1, 2014	DNR submit to USFS a preliminary Bill for Collection of fire suppression expenditures for 2013 fire season on USFS lands in Alaska and on federal fires in lower 48. Support documentation will be an electronic spreadsheet by both DNR and USFS fire codes along with an electronic transaction register showing cost categories and individual names (e.g. employees, vendors) for each fire.
November 1, 2014	USFS submit to DNR a final Bill for Collection of fire suppression expenditures for CY 2013 amount, reimbursable by DNR, not yet billed.
November 1, 2014	DNR submit to USFS a final Bill for Collection of fire suppression expenditures for CY 2013 amount, reimbursable by USFS, not yet billed.

45. Trespass Cost Recovery

All reports and materials compiled or prepared in connection with establishing cause, extent, or potential liability for any fire or response incident shall be provided to the responsible Jurisdictional Agency. The Protecting Agency, upon request, will provide the Jurisdictional Agency with detailed costs to support trespass cases.

The statistics included in the final fire report will be used for litigation purposes.

46. Purchaser, Contractor, Operator, Permittee, Etc., Fires: Refer to Master Agreement

47. Stafford Act Use and Reimbursement

USFS reimburses DNR for expenses incurred by DNR resources and personnel including base pay, overtime and travel.

GENERAL PROVISIONS

48. Wildfire / Incident Information

Every effort should be made to distribute fire information to the public in a timely manner.

a. AICC and National Interagency Coordination Center Situation Reports

Each protecting area Interagency Fire Dispatch Center submits an evening report to AICC with the information on wildfires and prescribed burns necessary to complete required reports to the National Interagency Coordination Center and to compile the AICC Situation Report. Incident Status Summaries (ICS209) are required as directed in the AIMG. Information flow for Stafford Act responses follows a similar process.

The evening report data fields are based on the fire's point of origin and include:

- Acres - current acreage
- Admin - Jurisdictional Agency Administrative Unit
- Area - Protecting Agency Zone, Area or Forest
- Assigned Crews - list of crew, crew type, and date assigned
- Cause - lightning, human, false alarm or prescribed fire
- Fire Name, Fire Code and Numerical Number issued by AICC
- Latitude, Longitude, and Legal Description
- Option – Management Option or PRESCRIB to indicate prescribed fire
- Out Date
- Owner - Jurisdictional Agency
- Start Date
- Status - U/U unstaffed/uncontained, S/U staffed/Uncontained, U/C unstaffed/contained, S/C staffed/contained, Out , RX prescribed fire

The AICC Situation Report narrative is a primary source for fire information and should summarize that day's activities and expected activities for the following day. Examples of items to consider when formulating the narrative are:

- When multiple jurisdictional agencies are involved, the ownership and management

option breakdown

- Acreage increase/decreases and collection method
- Weather over the fire
- Fuels
- Fire Behavior
- Complexity and is it changing (i.e. Type 3 to IMT2)
- Current and future tactics (allotment protection, direct attack along a river, etc.)
- Resources at Risk today and Potential Risk for next day
- Shortage of Resources
- Monitoring Schedule
- Estimated Contain/Control Date
- If it was a non-standard response, why

b. AICC

At Alaska Preparedness Levels 1-3, the AFS and DNR Public Information Officers collaboratively develop and post daily highlights on the AICC web site. At Alaska Preparedness Level 4 and 5, a Joint Information Center (JIC) will be activated and staffed. The JIC will normally be located at AICC and managed by the AICC Center Manager. Other JIC functions requested or established by the Parties to this Agreement will be coordinated with the JIC at AICC. The JIC will refer all inquiries concerning agency policy to the responsible Jurisdictional Agency.

c. Protecting Agency and Incident Management Teams

The Protecting Agency and the Incident Management Team, when assigned, are responsible for the release of operational and public safety information to the media and public during the initial response to and during ongoing wildfires. The Protecting Agency and Incident Management Team will coordinate with the Jurisdictional Agency on the release of fire information, specific Jurisdictional Agency direction will be stipulated in the Delegation of Authority. Releases will be approved by the Incident Commander prior to release and copies distributed to all stakeholders. Jurisdictional Agency policy and messaging will be included when requested by the agency administrator. Policy questions will be referred to the Jurisdictional Agency. A suggested (not required) format for IMT news releases is in Attachment 5.

d. Jurisdictional Agencies

The Jurisdictional Agency may develop and distribute information for the media and public that includes agency messaging and policy. When releases include specific incident-related information, the Jurisdictional Agency will coordinate with the Protecting Agency and Incident Management Team to ensure consistency. Delegations of Authority may include further direction and points of contact and will not conflict with the terms above.

Upon request and availability, the Parties to this Agreement may provide fire information support.

e. Protocol

The author of media releases will use their own agency's protocols.

49. Miscellaneous Assistance

Agencies are accountable for tracking the expenditures charged for these activities. Where separate reimbursable agreements are necessary, establishing reimbursable agreements and charge codes pre-season is encouraged. Costs associated with this section that are eligible for reimbursement using a Bill

for Collection may be totaled and included as a separate line item in the Annual Fixed Costs billing. Each bill is subject to audit.

a. AFS Facilities on Fort Wainwright

In addition to previously mentioned DNR employees, AFS provides office space and furniture; office equipment and supplies; and telecommunications, computers, network access and support to the following DNR employees.

- Fire Operations Forester and their Administrative Staff
- Public Affair Officer
- Communications and Technical Systems Coordinator
- Strategic Planner

b. McGrath Facilities

The DNR is authorized to utilize the BLM's facilities and associated land at McGrath as a fire preparedness facility and is billed for the maintenance of those facilities.

c. Kenai Interagency Dispatch Center

Reference the local Dispatch Center documents.

d. Meals and Lodging

AFS has lodging and dining facilities available on Fort Wainwright and in Galena; DNR facilities are located in McGrath. McGrath facilities do not accept cash or credit cards.

Personnel filling a fire Resource Orders are subsisted and sign for meals and lodging at AFS and DNR facilities using an assigned charge code.

Personnel using reimbursable agreements for meals or lodging must ensure that their agency has a reimbursable agreement and accompanying charge code in place prior to arrival.

Personnel intending to use a credit card for lodging expenses must confirm prior to arrival that their credit card will be accepted at the facility. Credit cards may be accepted for lodging at the AFS barracks on Fort Wainwright and Galena; credit cards are not accepted at DNR or AFS facilities for meals.

Lodging for agency personnel not on a Resource Order is available on a case-by-case basis.

Cash is accepted at the AFS Barracks and AFS Dining Hall on Fort Wainwright. The cash meal price is set annually; the AFS costs for meals charged to a reimbursable agreement or a fire resource order charge code are based upon the established per diem rates for that location. Meals, including sack lunches that are ordered, regardless if they are consumed, will be billed to the charge code. AFS barracks rates are established annually. There is no charge for barrack use at the DNR facility in McGrath.

e. Kenai Helicopter

The Forest Service agrees to contribute 10% of the cost (not to exceed \$41,000) of helicopter availability to the State for the 90 day availability period. This will be calculated as 10% of the daily availability rate times 90 days (medium helicopter, B212 or equivalent). The State will bill the Forest Service annually by August 15th.

The reimbursable helicopter rate for fire missions is \$1350/flight hour (dry). The reimbursable helicopter rate for non-fire missions is \$2314.30/flight hour (dry). Fuel will be reimbursable at the actual State cost. The State will provide the Helicopter manager for all fire missions, crew members as available, and will maintain administrative control of the helicopter. All personnel will meet IHOG qualification standards. Interagency staffing of this resource will be encouraged

and coordinated at the FMO/Duty Officer level.

During non-fire administrative projects when using the State's contract helicopter, the Forest Service will resource order a State manager and request a cross billing code from AICC. The helicopter managers salary and project support costs will be covered at standard reimbursable rates.

Forest Service employees who wish to use the helicopter for non-fire administrative projects at the rate above will be required to coordinate obligating those costs with the Forest Budget Officer and an Agreement Specialist prior to use. Funds must be obligated prior to use of the helicopter. These costs are not expected to exceed \$20,000.

The State and Forest Service will review availability and costs for the aircraft by April 1 of each year.

50. Personnel Policy

See Exhibit – Supplemental Fire Department Resources. This section applies to retirees hired by local fire departments. Currently, this does not apply in Alaska.

51. Mutual Sharing of Information

a. Alaska Fire Information Websites

AFS hosts and maintains the AICC website at <http://fire.ak.blm.gov/>.

This is also a portal to the AFS website.

DNR <http://forestry.alaska.gov/fire/current.htm>

FWS-Alaska <http://www.fws.gov/fire/fmp/region7/alaska/>

NPS-Alaska <http://www.nps.gov/akso/nature/fire/index.cfm>

b. GIS Protocols

i. Fire Perimeter

GIS protocols have been established for uploading and displaying on-going fire perimeters. Timely, as negotiated with the Jurisdictional Agency fire perimeter data should be submitted for fires that escape initial attack and all ongoing fires 100 acres or greater. For ongoing fires being monitored, the Agencies will negotiate a timeline for fire surveillance updates and perimeter maps submissions.

The final fire perimeters submitted with the final fire reports are added to the GIS Fire History file available annually in April from AFS.

Jurisdictional Agencies have the option to update an incident perimeter after fire season by submitting annual updates to AFS prior to March 1. AFS will incorporate those updates into historical fire data and perimeter files. This is to ensure the most accurate information for the historical databases.

The protocols including points of contact for user names and passwords are available at http://fire.ak.blm.gov/administration/awfcg_committees.php. The latest versions of perimeters provided to AFS and the Fire History file are displayed and are available to download at <http://fire.ak.blm.gov/predsvcs/maps.php>.

ii. Known Sites Database

The Known Sites Database (KSD) is a password protected dataset of sites to assist fire managers with wildland fire decision-making and planning.

There are two primary sources of site information included in the KSD:

- Jurisdictional Agency inventory and assessments can continue to be directly submitted to the AFS KSD Steward for immediate incorporation into the KSD.
- In the final fire package IMTs will provide site data to their respective dispatch office. The dispatch office will then provide that information to the AFS KSD Steward and the Jurisdictional Agency through the known sites clearinghouse, which is a preliminary dataset that is subject to approval by the Jurisdiction Agency's administrative unit on which the sites the reside.
 - The preliminary dataset will not be incorporated into the KSD until it has been verified by the Jurisdictional Agency.
 - The preliminary dataset will be viewable on the ArcIMS known sites map. The KSD will be updated on a semi-annual basis: November 1 and April 1.

Semi-annually as the dataset is updated, the KSD Steward provides the metadata, which is a summary of changes, to all entities (Protecting and Jurisdictional Agencies' FMOs as well as pertinent Native partners). The metadata will contain a list of Global Unique Identifiers with the action taken on the site (i.e., added, deleted, changed geographically, and changed attributes). Metadata will also be available upon request from the data steward.

Username and passwords to access KSD can be requested through the AFS KSD Steward.

c. Photographs

Each Jurisdictional Agency is responsible for establishing mutually agreed upon photograph protocols and timeframes with Protecting Agencies for sharing photographs. IFM may be used to share photographs and documents between agencies.

d. Final Fire Reports

Protecting Agencies are responsible to submit final fire reports to AICC within 10 days after the fire is called out. AICC will provide the Jurisdictional Agencies with copies of final fire reports within 5 working days of receipt, for all fires within the agency's administrative unit boundaries if unable to meet the 10 day deadline, notify the Jurisdictional Agency and AICC to negotiate an acceptable date

The final fire report narrative should be a compilation of the narratives submitted for the AICC Situation Report. The final narrative should also note if a fire merges with another fire, is managed as part of a complex or is a 'carryover' fire from a previous year.

e. WFDSS Points of Contact

Geographic Editors are listed in Exhibit B; Agencies have also designated agency-specific WFDSS points of contacts.

52. Accident Investigations

Agency policies and *the Red Book*, (http://www.nifc.gov/policies/pol_intgncy_guides.htm) contains the thresholds for levels of accident investigations required.

The agencies with operational control of the incident will initiate the accident investigation as soon as possible and will provide all information to the accident investigation team, if established. Each affected agency will provide all reports and materials to the employing agencies of anyone involved in an accident and other affected agencies, upon request and within their legal parameters.

- For a wildfire, the agency with operational control is the Protecting Agency.
- For a prescribed fire, the agency with operational control is the Jurisdictional Agency.

- For normal and routine business, the agency with operational control is the employing agency or agency for which the affected individual(s) are fulfilling an assignment. For example, USFS smokejumpers filling a Resource Order for a booster crew and assigned to AFS, AFS would be the agency with operational control; the USFS is the employing agency.

53. Waiver: Refer to Master Agreement

54. Modification

Revisions or updates to this AOP are automatically incorporated into the Master Cooperative Wildland Fire Management Agreement dated April 2010. A formal modification to the Master Agreement is unnecessary.

55. Annual Review

This AOP is reviewed annually, revised as needed and signed by March 15. The review will be scheduled and lead by the Protecting Agencies. The review participants will include the DNR Chief of Fire and Aviation, the AFS Manager, USFS R10 Fire Specialist, FWS Regional Fire Coordinator, and the NPS & BIA Regional Fire Management Officers or their designated representatives.

Other reviews will be conducted as needed or required by agency policy.

An After Action Reviews may be hosted by any Parties to this Agreement for any incident. The Interagency Fall Fire Review is scheduled annually to discuss issues and concerns.

56. Duration of Agreement

The term of this Agreement shall commence on the dates Parties sign below and shall remain in effect for one year from that date or until replaced.

57. Previous Agreements Superseded

This Alaska Statewide Annual Operating Plan supersedes the Master Cooperative Wildland Fire Management Agreement Exhibit C: Alaska Statewide Annual Operating Agreement 2012.

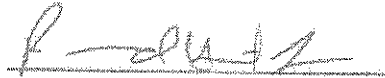
58. Authorized Representatives

The Statewide AOP signatories will be the DNR Chief of Fire and Aviation, the AFS Manager, USFS Director of Fire, Fuels and Aviation, the FWS Regional Fire Management Coordinator, and the Regional Fire Management Officers for NPS and BIA.

IN WITNESS WHEREOF, the Parties hereto have executed this Alaska Statewide Annual Operating Plan, Exhibit C of Master Cooperative Wildland Fire Management Agreement, as of the date of signature of the Party's authorized representative.

SIGNATURES

United States Department of the Interior



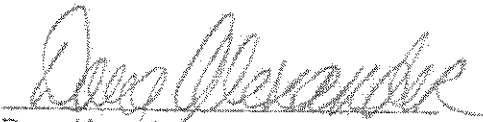
Raymond Hart
Regional Fire Management Officer
Bureau of Indian Affairs, Alaska Region

Date: 4/4/2013



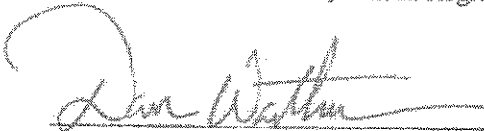
Kent Slaughter, Manager, Alaska Fire Service
Bureau of Land Management

Date: 4/3/13



Doug Alexander
Regional Fire Management Coordinator
Fish and Wildlife Service, Alaska Region

Date: 4/3/13



Dan Warthin
Regional Fire Management Officer
National Park Service, Alaska Region

Date: 4/3/13

United States Department of Agriculture



David Summer
Regional Director Fire, Fuels and Aviation
United States Forest Service, Region 6 and 10

Date: 4/22/2013

State of Alaska Department of Natural Resources



Tom Kurth
Chief of Fire and Aviation
Alaska Department of Natural Resources

Date: 4/7/2013

**Alaska Statewide Annual Operation Plan 2013
Attachment 1: Annual Fixed Costs**

Annual Fixed Costs AFS bills DNR		
<i>Item</i>	<i>Formula</i>	<i>2013 Costs</i>
AICC Office Space DNR Logistic Coordinator DNR Intelligence Coordinator Administrative Assistant (Clause 12 & 49)	96 sq. ft. of office space X \$3/sq. ft. X 12 mos. = \$3,456 \$3,456 X 3 positions = \$10,368 2 phone lines X \$30/line X 13 mos. = \$720 Toll Calls 2 lines X \$100/mo. X 12 mos. = 2,400 \$10,368 + \$720 + \$2,400 = \$13,488	\$13,488
AICC Tactical Desk Support (Clause 12)	Agreed upon figure for 2013	\$40,000
DNR Communications & Technical Systems Coordinator office space (Clause 49)	173 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$6,228 1 telephone line X \$30/line X 12mos. = \$360 Toll calls: \$100/mo. X 12 mos. = \$1,200 \$6,228 + \$360 + \$1,200 = \$7,788	\$7,788
DNR Fire Operations Forester office space (Clause 49)	165sq.ft. of office space X \$4/sq. ft. X 12 mos. = \$7,920 3 telephone line X \$30/line X 12mo =\$1,080. Toll calls: \$100/mo. X 12 mos. = \$1,200 \$7,920 + \$1,080+ \$1,200 = \$10,200	\$10,200
DNR Pilots, Air Attack, Retardant personnel assigned to Fort Wainwright. office space (Clause 43h1)	560 sq. ft. of office space X \$3/sq. ft. X 4 mos. = \$6,720 \$6.50/day for 120 days for porta-potty service = \$780 \$6,720 + \$780 = \$7,500	\$7,500
DNR Public Affairs Officer (Clause 49) office space	112 sq. ft. of office space X \$3/sq. ft. X 8 mos.= \$2,688 1 telephone line X \$30/line X 12mo =\$360 Toll calls: \$100/mo. X 8 mos. = \$800 \$2,688 + \$360 + \$800 = \$3,848	\$3,848
DNR Strategic Planner (Clause 49) office space	173 sq. ft. of office space X \$3/sq. ft. X 12 mos.= \$6,228 1 telephone line X \$30/line X 12mo =\$360 Toll calls: \$100/mo. X 12 mos. = \$1200 \$6,228 + \$360 + \$1,200 = \$7,788	\$7,788
Experimental Forecast of Area Burned for Interior Alaska (Clause 7a9)	DNR's agreed upon share. Funds to reimburse AFS 2012 Project was not completed and 2012 funds have been allocated for 2013 project work.	0
Interagency Cache Planning (Clause 38e)	AFS will bill DNR the negotiated amount of monetary support. \$20,000 was billed in 2009; no costs allocated in 2010, 2011, 2012 or 2013.	0
Interagency Electronic Mechanic's Labor (Clause 41e2)	AFS-DNR negotiated funding for an Electronic Mechanic who will provide program oversight, mission planning, technical assistance, and field maintenance for radio and RAWs sites.	\$46,000
Interagency GIS and IT Mapping Application	AFS-DNR negotiated amount for Interagency GIS and IT Mapping Application development and support	\$35,000

Development and Support (Clause 41b)	including but not limited to: Known Sites, Fires, Integrated Fire Management (IFM) coverages etc.	
Lightning Detection Network (Clause 42c)	33.33% for installation, maintenance, and operating costs. Annual maintenance and equipment replacement of ALDN is based upon actual maintenance and amortized replacement costs of the equipment infrastructure. Equipment infrastructure = \$70,152, Maintenance = \$24,425, $\$70,152 + \$24,425 = \$94,577$ $1/3 \times \$94,577 = \$31,210$	\$31,210
McGrath Facilities (Clause 49b)	Annual Maintenance Expenses	\$50,000
Non-Suppression Support	Negotiated expenditures for unscheduled non-suppression support. Documentation will be provided.	TBD
Radio Maintenance (Clause 41e)	4 sites in McGrath area @\$1,700 per site Figures are from ITCG AOP, do not include labor. This cost may be offset by any fuel provided by the DOF McGrath Station.	\$6,800
Radio Site Decommission/Replacement (Clause 41d)	Decommission and relocation of DNR radio sites based upon successful completion of Frequency Sharing Proof Of Concept Horn Mountain @ \$ 21,535 Beaver Mountain @\$ 9,100 Tatalina Mountain @ \$ 3,065 Mount X @ \$11,000 This cost will be offset by any fuel provided by the DOF McGrath Station. DOF will provide backup documentation prior to the August 1, 2013, AOP billing.	\$44,700
Radio Site R56 Upgrade	Parts, aviation and travel costs to perform R56 upgrade of Cloudy and McGrath Field Station.	\$9,000
Radio/RAWS Site Unscheduled Maintenance (Clauses 41e and 42d)	Negotiated expenditures (aviation, travel, equipment, supplies and parts) for unscheduled radio/RAWS maintenance. Labor excluded. Backup documentation will be provided	TBD
RAWS Maintenance (Clause 42d)	Costs per RAWS site includes: travel (\$700), parts (\$1330) and sensor maintenance and calibration (NIFC Depot Maintenance) (\$900). $\$700 + \$1330 + \$900 = \2930 per site Maintenance for 20 sites: $\$2930 \times 20 = \$58,600^*$. *Figures are from ITCG AOP	\$58,600
RAWS Upgrade	2011 Upgrade of DOF RAWS \$45,654-\$24,000 paid in 2010/11 = \$19,346. 2013 RAWS Upgrade: Sensor upgrade 20 sites @ \$3,376/site = \$67,526. FTS site conversion 6 sites @ \$2,336/site = \$14,016. Total: $\$19,346 + \$67,526 + \$14,016 = \$100,888$	\$100,888
Teletype (Clause 41c)	40% of the costs of the teletype hub operation, application maintenance, and direct support to DNR users	\$5,000

**Alaska Statewide Annual Operation Plan 2013
Attachment 2: Suppression and Non-Specific Support Items**

Suppression and Non-Specific Support Items	
<i>Item</i>	<i>Formula</i>
Incidents where the initial action was intended to extinguish the wildfire (Clause 36a)	Costs will be apportioned based on the acres burned and the associated responsible fiscal agency.
Incidents where the initial action upon discovery is surveillance, or site specific protection (Clause 36a)	All costs incurred are attributed to the agency on whose land the fire originated and billed to the party that is fiscally responsible. All costs incurred are attributed to the agency on whose land the fire originated and billed to the party that is fiscally responsible.
Non-Standard Response (Clause 36a)	Costs will be apportioned for non-standard responses on a case-by-case basis and will follow the protocols listed above.
Complexes (Clause 36b)	Costs will be attributed to each fire in the complex and apportioned as listed above. Complex costs that cannot be attributed to individual fires will be prorated and apportioned as a percentage of effort/cost attributed to each fire.
Joint Projects and Project Assistance including Prescribed Fire (Clauses 18 & 22)	All project costs will be billed to the agency that developed the project unless otherwise agreed to in the project plan.
Extended and Weekend Staffing for Statewide Shared Tactical Resources (Clause 13b)	Costs for tactical resources and their support will be allocated to the agency making the request.
Local Extended Staffing (Clause 13e)	As authorized by the Protecting Agency FMO.
Supplemental Resource Requests (Clause 13f)	Costs will be apportioned as decided in the Daily Statewide Strategy Meeting or by the AMAC.
Fire Medic Program (Clause 13h)	Billed costs include Fire Medics salary and resupply costs of kits and are included with the incident expenses. Pre-season training costs are allocated equally to AFS and DNR.
Training (Clause 40b)	Expenses associated with field deliverable courses will be included in the incident costs.
Various Support functions Interagency Fire Dispatch Centers (Clause 11a), Equipment and Supplies (Clause 38), Aviation Operations (Clause 43k)	Costs incurred are attributed to an incident but, when necessary and as authorized by the Protecting Agency FMO, may also be charged to non-specific support code.
Administrative Overhead Rate Clause 44h	15% negotiated rate not to exceed a maximum of \$350,000 per calendar year.

**Alaska Statewide Annual Operation Plan 2013
Attachment 3: Websites Referenced**

The following websites are referenced within the AOP.

Topic	Website Link	AOP Clause Number(s)
Alaska Emergency Firefighter Type 2 Crew Management Guide	http://fire.ak.blm.gov/logdisp/crews.php .	13i
Alaska Enhanced Smoke Management Plan for Planned Fire (ESMP) and its appendices	http://fire.ak.blm.gov/administration/awfcg_committees.php	23
Alaska Interagency Catalog of Fire Supplies and Equipment	http://fire.ak.blm.gov/afs/fireops/akcache.php	38a
Alaska Interagency Coordination Center (AICC)	http://fire.ak.blm.gov/	12b
Alaska Interagency Mobilization Guide (AIMG)	http://fire.ak.blm.gov/ under Logistics and Dispatch	12a
Alaska Interagency Wildland Fire Management Plan (AIWFMP)	http://fire.ak.blm.gov/administration/awfcg.php under Documents	8a, 15 Figure 4
Alaska Multi-Agency Coordinating Group (AMAC) Handbook	http://fire.ak.blm.gov/administration/mac.php	31
Alaska Preparedness Levels	http://fire.ak.blm.gov/logdisp/aimg.php) in Chapter 20	31
Alaska State Statutes	Alaska Statute 41.15.010-41.15-170 and 11 AAC95 Article 6)	21
Alaska Wildland Fire Coordinating Group (AWFCG) and its committees	http://fire.ak.blm.gov/ under Administration	8, 15 Figure 4
Bureau of Indian Affairs Wildland Fire and Aviation Program Management and Operations Guide (Blue Book)	http://www.bia.gov/nifc/bluebook/index.htm	
Burning Permits	http://forestry.alaska.gov/fire/burnpermits.htm	21
Emergency Equipment Agreements	http://forestry.alaska.gov/equipment.htm , under equipment hiring http://fire.ak.blm.gov/afs/ under Business and Technology, Incident Business Management, Chapter 20	37c
Emergency Stabilization and Burned Area Rehabilitation	For DOI agencies: http://www.fws.gov/fire/ifcc/Esr/home.htm For USFS: http://www.fs.fed.us/biology/watershed/burnareas/index.html	29g
Fire Information	AFS and AICC http://fire.ak.blm.gov/ . DNR http://forestry.alaska.gov/fire/current.htm FWS-Alaska http://www.fws.gov/fire/fmp/region7/alaska/ NPS-Alaska http://www.nps.gov/akso/	51a

Fire Weather AOP	http://firewx.arh.noaa.gov/	42a
GIS Protocols and Points of Contact	http://fire.ak.blm.gov/administration/awfcg_committees.php under GIS committee	51b
Homeland Security Directives	http://www.dhs.gov/xabout/laws/gc_1217616624097.shtm and http://www.whitehouse.gov/omb/circulars_a130_a130trans4	41a2
Incident Business Mgmt: <ul style="list-style-type: none"> • Interagency Incident Business Management Handbook (IBMH) (NFES 2160) • AFS Supplemental Business Practices • DOF Alaska Incident Business Management Handbook 	http://www.nwcg.gov/pms/pubs/pubs.htm http://fire.ak.blm.gov/afs/organization/bustech/incbusmgmt/incbusmgmt.php http://forestry.alaska.gov/fire/incidentmanagement.htm)	37a
Interagency Aerial Supervision Guide	http://www.fs.fed.us/fire/aviation/av_library/iasg.pdf	43h
Interagency Prescribed Fire Planning and Implementation Procedures Guide	http://www.nwcg.gov/pms/RxFire/rxfire.htm	22
Interagency Standards of Fire and Fire Aviation Operations (Red Book)	http://www.nifc.gov/policies/pol_intgncy_guides.html	14, 18, 29c, 37b, 38b, 38c, 44b, 52
Management Option Change Procedures	http://fire.ak.blm.gov/administration/awfcg.php	15 Figure 4
Maps –Historic and Current Fire Perimeters	http://fire.ak.blm.gov/predsvcs/maps.php	51b
National Fire Protection Association Standards for Wildland Fire Fighter Professionals Qualifications (NFPA 1051)	(http://www.nfpa.org/aboutthecodes/list_of_codes_and_standards.asp)	14
National Interagency Incident Management System Wildland Fire Qualification Guide (Publication 310-1)	http://www.nwcg.gov/pms/docs/docs.htm	14
Nominations Forms for Type 1&2 IMT	http://fire.ak.blm.gov/ under Logistics and Dispatch.	15 Figure 4
NWCG Memos	http://www.nwcg.gov/general/memos.htm	11b, 36b
Open Burn Approval <ul style="list-style-type: none"> • Applications • Regulations 	http://www.dec.state.ak.us/spar/perp/permits/pdf/ADECopenburn.pdf http://www.dec.state.ak.us/air/ap/docs/obrguide.pdf	21
Prevention & Educations Materials	http://fire.ak.blm.gov/administration/awfcg.php	19
Severity Funding (federal agencies)	http://www.nifc.gov/policies/pol_severity_funding.html	13g

Smoke Effects Mitigation and Public Health Protection Protocols (AWFCG)	http://fire.ak.blm.gov/administration/awfcg.php	23
Smoke Information, Forecast, Regulations, Advisories, and Educational Materials	http://www.dec.state.ak.us/air/anpms/index.htm .	23
Standards for Interagency Hot Shot Crew Operations	http://www.fs.fed.us/fire/people/hotshots/ihc_stds.pdf	13j
US Fire Administration's Skills Crosswalk Wildland Training for Structural Firefighters	http://www.usfa.dhs.gov/fireservice/subjects/wildfire/crosswalk_overview.shtm	14

**Alaska Statewide Annual Operation Plan 2013
Attachment 4: Documentation of Funded Research**

(in Support of Clause 7a9)

All Parties will support wildland fire research, identify needs and priorities, provide personnel and logistical support, and assist with technology transfer and implementation of research results.

This will be an ongoing list of projects that were supported by the Parties to this Agreement. It does not obligate funds but documents how and that funds were expended.

	Instrument	Funding
Joint Fire Science Award Project Alaska Fire Science Consortium Pilot Project	JFSP Grant	2009-2010
Joint Fire Science Award Project ID 09-S-04-07 Alaska Fire Science Consortium BLM Agreement L10AC20388	Award from JFSP was passed thru BLM to UAF and required BLM Cooperative Agreement Also used the North and West Cooperative Ecosystem Studies Unit agreement	\$436,00 total award \$334,406 transferred to UAF \$81,974 retained by AFS for Coordinator Funding for 2 years. 2011-2012 Funding for 2013
AFS funded a 2 year term position for the Consortium Coordinator	MOU developed using the Intergovernmental Personnel Act Requires an Assistance Agreement (OF69) and WO approval	\$60,000 Funding for 2 years. (5320 funds) Funded thru Dec 2012 Expired.
USFWS Contract	Modified Conversion Date Study	\$25,000 2012-2013
DNR	Literature Search on CFFDRS	2013

UAF Alaska Fire Science Consortium

Amendment #0001 Experimental Forecast of Area Burned for Interior Alaska (Paul Duffy)2012 projects were not completed; 2012 funding will be applied to 2013 project.

Agency	Instrument	Timeframe	Funding
AFS	Transferred all funds under the BLM-UAF Agreement L10AC20388	2011 2012	\$40,000 \$40,000
NPS	Transferred to AFS thru national office for 2011-12 funds in fall 2011	2011 2012	\$10,000 \$10,000
FWS	Reimbursable Agreements transferred funds to reimburse AFS	2011 2012	\$10,000 \$10,000
BIA	Reimbursable Agreements transferred funds to reimburse AFS	2011	\$5,000
USFS	Interagency Agreement transferred funds to reimburse AFS	2011 2012	\$5,000
DNR	Funds will be included in Annual Fixed Costs for 2012	2011 2012	0 \$8,000

**Alaska Statewide Annual Operation Plan 2013
Attachment 5: Example of News Release Format**

WILDLAND FIRE INFORMATION

Protecting Agency	Team	Jurisdiction
Alaska Division of Forestry	Alaska Interagency Management Team	National Park Service

July 4, 2013, 9 a.m.

Fire Information Phone Number: (907) 356-5511

Email: crazybadfire@gmail.com

Inciweb Address: www.inciweb.org/incident/666/

Crazy Bad Fire Update

The Crazy Bad Fire, burning within Wrangell-St. Elias National Park and Preserve, grew to 20 acres overnight as winds gusting to 90 miles per hour pushed the fire eastward. The lightning-caused fire began July 2. Crews continue to make good progress building fireline on the western and northern edges of the fire. There has been no active fire behavior on the southern perimeter, which is bordered by the Whatchamacallit River. Fire managers expect to have the fire contained by Friday.

A Temporary Flight Restriction remains in place over the Crazy Bad fire. Pilots are advised to use extreme caution in airspace surrounding the incident and should check Notices to Airmen (NOTAMS) for more information. In addition, boaters are advised to avoid the Whatchamacallit River between the Old Creaky Bridge and Dusty Road, due to heavy firefighting traffic on the river.

For statewide wildfire information, go to: <http://fire.ak.blm.gov/or call 907-356-5511>.

###

Alaska Wildland Fire Managers work together to protect values, keep landscapes healthy, and ensure Alaskans, visitors, and firefighters stay safe and informed.

**Alaska Statewide Annual Operation Plan 2013
Attachment 6: 2013 Alaska WFDSS Data Standards**

The Protection Agency is responsible for initiating new fires in WFDSS. Fires within State protection will be uploaded nightly through the Integrated Fire Management system (IFM). The fire will be transferred to the appropriate Jurisdictional Agency or Agencies. It is at the Jurisdictional Agency policy(s) and discretion to complete additional entries or to 'publish' a decision.

Information tab data standards for Alaska.

The screenshot shows the 'Edit Incident Information' form for Incident 123 Sample. The form is divided into several sections:

- Incident Name:** 123 Sample
- Geographic Area:** Alaska
- Owner Name:** Passek, Janet
- Point of Origin Latitude:** 60.35651 (Deg), 60 (Min), 23.4 (Sec)
- Point of Origin Longitude:** 150.7669 (Deg), 150 (Min), 46 (Sec), 0.8 (Sec)
- Unique Fire Identifier:** 2012 (Calendar Year), AKKKS (Unit ID), 000123 (Local Number), ABC7 (FireCode)
- Incident Size (acres):** 1
- Discovery Date/Time:** 03/18/2012, 13:00
- Containment/Controlled/Out Dates/Times:** Empty fields with date/time pickers.
- Incident Cause:** Radio buttons for Unknown, Natural, and Human (Human is selected).
- Is this a fire of National Significance?:** Radio buttons for Yes and No (No is selected).
- Jurisdictional Agency Unit at Point of Origin:** AKKNR - Kenai National Wildlife Refuge
- Jurisdictional Agency(s):** A list of agencies with checkboxes. 'Fish and Wildlife Service' is checked.

Incident Name: Statewide sequential 3 digit fire number followed by fire name (no parenthesis or dashes; fire name starts with a capital letter followed by small letters, i.e. 123 Sample).

Point of Origin: Latitude and longitude of the fire start.

Unique Fire Identifier (Must be Unique - no duplicate numbers!):

- **Year:** The system will default to current year (this field is non-editable).
- **Unit ID:** Protecting Agency (AK followed by the Protecting Agency Unit ID. See attached list. Do not use hyphen and use all capital letters i.e. AKSWS).

- **Local Number:** The statewide sequential fire number issued by AICC. For fires that have been assigned a State Code, enter the entire 6 digit number.
- **Fire Code:** The 4 character federal Fire Code, if one is assigned, or 6 character USFS code.

Responsible Unit Name at Point of Origin: Protecting Agency Zone/ Area/ District responsible for fire. This is auto-filled from the surface management agency map. If wrong, submit correction through the feedback button.

Incident Size: Include fire size at time of fire discovery. This field will be updated to reflect accurate fire size during the decision process.

Incident Cause: Select if known.

Discovery Date and Time: Enter date of discovery (mm/dd/yyyy); note that system defaults to current date

Containment Date and Time: Leave Blank until containment. The Protecting Agency is responsible for determining containment date (mm/dd/yyyy) and entering that date.

Controlled Date and Time: Leave blank until controlled. The Protecting Agency is responsible for determining the controlled data (mm/dd/yyyy) and entering that date..

Out Date and Time: Leave blank until declared out. The Protecting Agency is responsible for determining the out date (mm/dd/yyyy) but the Jurisdictional Agency is responsible for entering that date into WFDSS. Once the fire is declared out in WFDSS, no further edits can be made to the document.

Jurisdictional Unit at Point of Origin: This will be auto-filled. Corrections need to be done by submitting a request through the feedback button. WFDSS is not to be utilized as your source for ownership.

Jurisdictional Agency(s): Jurisdictional agency(s) on which the fire is burning. Use Toggle buttons to select.

Landscape Data Source: Select: Alaska Refresh 2008 1.1.0
(User is able to set their system Preferences to default to this data source)

- **Owner Name:** Name of individual from the Jurisdictional Agency who is the author of the document. In most cases, this will be the Jurisdictional Agency FMO.
- **Group Ownership:** The feature facilitates assigning multiple Owners to a multi-jurisdictional fire. Each Owner has author privileges and the authority to bring the document for decision, and can add privileges for additional editors from their organization. Any owner can initiate the decision process. This could also **cause** you trouble if the owners are not collaborating and not all information is added by the other owners before the decision processes is started.

What about --The feature facilitates assigning multiple Owners to a multi-jurisdictional fire. Each Owner has author privileges and can add Editors(?) from their organization)Or any other organization?) Any Owner can initiate the decision process.

Unit ID and Responsible Unit at Point of Origin:

Unit ID	Agency	Unit Name
TNF	FS	Tongass National Forest
CNF	FS	Chugach National Forest
GAD	BLM	AFS – Galena Zone
TAD	BLM	AFS – Tanana Zone
UYD	BLM	AFS – Upper Yukon Zone
MID	BLM	AFS – Military Zone
CRS	State	Copper River Area
DAS	State	Delta Area
FAS	State	Fairbanks Area
HNS	State	Southeast (Haines) Area
KKS	State	Kenai-Kodiak Area
MSS	State	Mat-Su Area
SWS	State	Southwest Area
TAS	State	Tok Area

Alaska Statewide Annual Operation Plan 2013

Attachment 7: 2013 Alaska Interagency Protocols for Fire Behavior Requests in WFDSS

These protocols were developed in order to have a statewide standard for requesting fire behavior analyses on wildland fires in Alaska and a process for prioritization of the requests as well as for ordering a fire behavior specialist to complete the analysis. It is not intended to give direction on when to request or how to develop inputs or to run the models. Qualifications for the Fire Behavior Specialist Role are agency specific.

Steps to Request a Fire Behavior Analysis in WFDSS

- Select the fire you wish to have an analysis run on in the Incident list and then view information
- Select the Fire behavior request in the light blue box to the left
- Complete the request –include which type of analysis you want conducted, the rationale for the request, and your contact information

The screenshot displays the WFDSS interface. At the top, it shows the Wildland Fire Decision Support System logo, the National Preparedness Level (1), and the incident ID (456 Alaska Sample / 2011-AKTAD-000456). The main navigation bar includes tabs for My Home, Incidents, Analyses, Intelligence, Data Management, and Administration. Below this, a secondary navigation bar lists various incident-related actions like Information, Situation, Objectives, etc. The left sidebar contains a list of incident management tools, with 'Fire Behavior Request' highlighted. The main content area is titled 'Fire Behavior Request for '456 Alaska Sample'' and contains several input fields: 'Desired Date' (06/0202012), 'Desired Time' (1300), 'Fire Behavior Needs' (with 'Short Term Behavior (1-3 days)' selected), and a text area for 'Rationale for Request'. Below the rationale is a 'Contact Information' section with fields for Position, Name, Phone Number, and E-mail Address, all of which are currently set to 'complete'. There are buttons for 'Add Contact to List', 'Edit', 'Delete...', 'Submit', and 'Return'.

Requesting a Fire Behavior Specialist

A local Fire Behavior Specialist may be requested from within the requestor's agency informally through email and/or telephone. This agency Fire Behavior Specialist will notify the State Strategic Planner that they will be completing the modeling request. At times there may be higher priority

fires statewide and this Fire Behavior Specialist may be asked to support other fires which may delay this request. If an agency Fire Behavior Specialist is not available, place the analysis request directly with the State Strategic Planner through email and/or telephone.

The State Strategic Planner will be the focal point in Alaska to assist agencies in finding a Fire Behavior Specialist for analysis requests and to provide statewide prioritization of requests. An in-state analyst will be contacted first followed by support from lower 48 personnel including the National Decision Support Center in Boise.

Prioritization of Requests

The State Strategic Planner will coordinate requests with the Jurisdictional Agencies and the three Operation Chiefs from the Protecting Agencies. Approval of the prioritized list will be done by the AICC Center Manager. When the MAC Group is activated, they will approve the prioritized list. The prioritization may include but not be limited to the following considerations:

- Emergent fires
- Fires in proximity to identified values
- Fires without obvious natural barriers
- Fires with long-term potential
- Politically or publically sensitive fires
- Fires with potential for high costs

The State Strategic Planner is Marsha Henderson, email: marsha.henderson@alaska.gov
Phone 907.356.5858. If unable to contact Marsha contact the Alaska Interagency Coordination Center Manager who will redirect you to Acting Strategic Planner.

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT D

REIMBURSABLE BILLINGS AND PAYMENTS

The following criteria and procedures will be used for billing between the Parties to this Agreement.

A. Miscellaneous Assistance and Annual Fixed Costs

The Parties to this Agreement may bill for activities not related to fire suppression within their legal authorities. Preparedness costs, fair sharing for interagency dispatch center costs, office expenses, RAWs maintenance, technology systems expenses and other costs will be billed as directed in the Exhibit C (Alaska Statewide Annual Operating Plan (AOP)) of and, in accordance with, this Master Agreement and other existing agreements.

Reimbursable costs incurred for project and other miscellaneous assistance between Parties to this Agreement will also be billed as directed in Exhibit C or as agreed upon in the project plan.

Billings will outline services performed and include necessary documentation or reference.

B. Suppression and Non-Specific Suppression Support Billings

The Forest Service (USFS), Bureau of Land Management (BLM) and BLM Alaska Fire Service (AFS), Bureau of Indian Affairs (BIA), National Park Service (NPS), and Fish and Wildlife Service (FWS) will not bill each other for suppression costs as directed in the National Interagency Agreement for Fire Management. A copy of that agreement is in Chapter 40 of the *National Interagency Mobilization Guide* available at <http://www.nifc.gov/nicc/mobguide/index.html>.

AFS is fiscally responsible for the costs of wildfires on DOI-administered lands and Alaska Native lands conveyed under Alaska Native Claims Settlement Act 1971; DNR is fiscally responsible for the costs of wildfires on State, private and municipal lands; USFS is the responsible party for costs incurred on national forest lands and Alaska Native land in southeast Alaska. A formal Bill for Collection will be issued by billing agencies to the paying agency as described below and in the Statewide AOP Clause 44. Parties to this Agreement shall utilize the process below.

1. DOI & USFS Billings

Federal agencies will submit bills for their reimbursable costs to the DNR whenever the DNR is the agency fiscally responsible. (Reference the Statewide AOP Clause 36.) Billing and payment due dates are listed in the Statewide AOP in Clause 44.

2. DNR Billings

a. DNR as the Protecting Agency

When DNR is the protecting agency for lands on which AFS is fiscally responsible, DNR will bill AFS for costs under the terms in the Statewide AOP Clause 36.

b. DNR as the Supporting Agency

When the DNR is the supporting agency and the fire is within Alaska, the DNR will bill the AFS or the USFS for reimbursable costs, according to the terms listed in Statewide AOP Clause 36.

When the DNR responds to a federal agency fire outside of Alaska, the DNR will bill all applicable costs to the USFS, Alaska Region. One exception is the mobilizations of resources under the terms of the Northwest Compact.

3. DOI Agencies and DNR Billing Procedures

The AFS, BIA, FWS, and NPS may recover costs for their participation on incidents which DNR is fiscally responsible for suppression costs and other DNR fire-related support. Each agency will directly bill DNR, establish billing thresholds, and adhere to the dates AFS and DNR have established for billing and payments as listed in the Statewide AOP Clause 44.

The billing criteria for incidents is addressed in the Statewide AOP Clause 36.

C. Severity

Costs incurred by federal or state agencies attributed to severity assignments will be billed individually or charged to the ordering agency. Severity assignments are reimbursable under the national Interagency Agreement for Fire Management.

D. Billing Content

1. Preliminary Accounting Report

The following documents will be available to support the Preliminary Accounting Report for Suppression and Non-Specific Suppression Support.

- List of individual fires by fire number, final acreage, acres burned by management option and jurisdictional agency(s), detailed finance reports, and total cost.
- Individual fire reports with narratives and a detailed map of the scale 1:63,360 (one inch to the mile) U.S.G.S. base, of all fires.

Agencies request and exchange backup documentation supporting preliminary accounting reports for line items in question or in excess of \$25,000.

2. Bill for Collection

The AOP includes the billing addresses in Clause 44. Each billing agency will provide the paying agency, at a minimum, the following information on each invoice/bill:

- Agency, address, phone number, and agency financial contact,
- Invoice or bill number
- Agreement number
- Incident name
- Appropriate incident number (DNR code, Fire Code or Forest Service P-code/override) or tracking code.
- Summary cost data for the amount being billed and standard cost reports. When requested, other supplemental data may be provided by the agencies to support the billing.

Generally cost source documents will not be required unless summary cost data is disputed, or unless a specific agency regulation (trespass) or another agency (FEMA) require cost source documents.

4. Overhead Assessment Rate

The Overhead Assessment Rate for the applicable billing agency's costs will be used as defined in AOP Clause 44.

E. Billing Time Frames

Agencies will submit invoices by the dates identified in the Statewide AOP Clause 44

The DNR fiscal year runs from July 1 to June 30 and the federal fiscal year runs from October 1 through September 30. All billing agencies will submit an estimate of costs, to the paying agency before the end of the fiscal year for paying agency, for obligation purposes as listed in the Statewide AOP.

F. Debt Management

Agency procedures will be followed for overpayments and delinquent billings per the Debt Collection Improvement Act of 1996 (DCIA) and pertinent Alaska State Statutes.

G. Payment Due

Whenever this Agreement provides for billing, the agency receiving the bill has an obligation to pay in accordance with the terms listed in the AOP or in the Bill of Collection. Once bills are received by the paying agency, payment will be made in accordance with that agency's payment processes. Billing and payment due dates are listed in the Clause 44 of the AOP.

Written notice that a bill is contested will be mailed to the billing Agency within 180 days of issuance of the preliminary bill for collection and will fully explain the contested items. Contested items will be resolved and costs not included in the preliminary billing will be added prior to final billing.

H. Electronic Funds Transfer

The Debt Collection Improvement Act of 1996 (DCIA) mandates that Federal payments be made by Electronic Funds Transfer unless waived in accordance with specific circumstances set forth in 31 CFR 208.4. 31 CFR 208.2 provides what constitutes federal payments.

I. Third Party Payments

The use of third party payments is prohibited. Payment remittance is limited to signatories identified herein.

J. Review Procedures

The protecting agencies FMOs conduct a review of billing information for incidents that incur costs of \$25,000 or more. Findings that are inconsistent with the normal or accepted way of doing business will be reconciled on a case by case basis. Any decision to further examine records will be on a case by case basis.

K. Reimbursable Assistance Expense

Costs incurred as the result of an incident and documented are reimbursable in accordance with the provisions of OMB Circular A-87.

These include, but are not limited to the following:

- Agency costs for salary and benefits including premium pay if and when it is earned according to the policies, laws and rules governing the employees of the supporting agency.
- Agency costs for transportation including, but not limited to, airline fees, vehicle rental fees, fuel and oil, and agency established mileage fees.
- Agency costs for per diem and lodging of resources assigned to the incident when such services are not supplied by the incident.
- Additional support dispatching services requested through a resource order.

- Operating supplies for equipment assigned to the incident, such as fuel, oil and equipment repairs, as described within clause #37.
- Usage costs of agency equipment in support of the incident.
- Aircraft, airport fees, and retardant costs.
- Agency-owned equipment lost, or damaged, by the supporting agency accompanied by the appropriate agency source documentation to include insurance deductible paid, as described within clauses #37 and #49.
- Charges from the DNR for DNR cooperator resources, such as the National Guard and county and local resources.
- Cost or replacement of reasonable and prudent supplies expended in support of the incident. What is reasonable and prudent is determined by the protecting and/or jurisdictional agency or the fire team within the limits of their delegated authority or identified in the current IIBMH.
- Contracted services and equipment.

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT E

SAMLE PROJECT AND FINANCIAL PLAN

SUPPLEMENTAL NUMBER _____

I. INTRODUCTION

Brief description, where located, status of environment analysis, status compliance if applicable, design/specifications status.

List authorizing law (Examples: Reciprocal Fire Protection Act, 42 U.S.C. 1856 or Cooperative Funds and Deposits Act, PL 94-148).

II. SCOPE AND DURATION

The description of this project is to _____ . It is anticipated that this project will begin _____ and will end _____ .

III. PRINCIPAL CONTACTS

Principal contacts for each Agency for the administration of the project are:

Name
Address
Telephone
FAX

IV. DETAILED PROJECT DESCRIPTION

- A. Specific duties and tasks to be performed. Identify desired end results.
- B. Identify tools and equipment needed and who will supply them.
- C. Identify size of crew and who will be providing transportation
- D. Other

V. SUPERVISION AND TECHNICAL OVERSIGHT

VI. REIMBURSEMENT

Describe any relevant reimbursement and billing procedures, including to whom to send payment and the billing address.

VII. FINANCIAL PLAN

List which Agency is reimbursing the other and detail items to be reimbursed. If this is a Cost Share Supplemental Project Plan, list all Parties, contributions, cash, non-cash, and in-kind. Include: salaries, travel, supplies, equipment use, indirect cost, project total, estimated reimbursement, and job code to be charged. Reimbursement shall be made only for actual expenses incurred, not to exceed the estimated total reimbursement. Itemized documentation in support of all expenses is required.

VIII. SIGNATURES

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT F

COST SHARE AGREEMENT

EXAMPLE

INSTRUCTIONS – SUPPLEMENTAL FIRE SUPPRESSION AND COST SHARE AGREEMENT

Each of the numbered instructions below corresponds to form items that require further explanation. Supplemental agreements will be numbered consecutively following the original (#1) for each fire. Supplements may be added at any time. Where insufficient room is available for necessary information, additional sheets or addendums may be added. Small revisions to this agreement may be completed on a single page, describing the change to the original agreement, and obtaining new signatures from those involved.

A Master Cooperative Wildland Fire Management Agreement exists between all major wildland fire protection agencies in the <insert area>. This agreement authorizes general mutual aid, including reciprocal and cooperative fire protection services elaborated upon in local annual operating plans. Other cooperative agreements exist between fire management agencies that authorize fire management services between Agencies at the sub-geographic level. The objective of the Supplemental Fire Suppression and Cost Share Agreement is to establish and document the cost sharing and basic organizational structure in response to specific fires.

Supplemental Fire Suppression and Cost Share Agreements will be negotiated between agencies involved in specific on-the-ground fire suppression activities. These agreements are mandatory when more than one jurisdictional responsibility for fire protection is affected by the placement of the fire. The agreement will not affix liability for fire cost payment by either Agency based upon responsibility for the fire origin. The designated representatives of each Agency with forces on the fire are responsible for completing and signing the agreement.

1. List the fire name agreed upon by Parties involved.
2. Give the origin or best estimate of origin location.
3. Estimate the size at the time of the Supplemental Agreement.
4. List the Parties involved in fire suppression operations, and respective agency fire numbers.
5. List the date and time that the agreement is in effect. That time could be prior to or following the time that negotiations are made for the agreement.
6. Check the appropriate command structure for the fire. Definitions:

UNIFIED COMMAND – A method for all Agencies with jurisdictional responsibility to contribute to determining the overall objectives for the incident; interagency ICS team structure.

SINGLE COMMAND STRUCTURE – One Agency manages the incident with liaison and concurrence of objectives from other involved Agencies.

7. List the appropriate personnel filling ICS positions on the fire.
8. List any special conditions or resource objectives, i.e., dozer restrictions, mechanized restrictions, bald eagle nest, high value plantation. Operational responsibility for the fire will be defined in this

section (if appropriate). Respond to this item only if Agency forces have specific segments of the fire. This information will not determine cost responsibility, unless specified in Item 11. Examples are: Divisions A and B; all structural protection areas; specific campground.

9. List the Agency having legal responsibility for structural protection, and any pertinent control information or contacts.
10. List operation conditions or directions pertaining specifically to: air operations, base camp and food service, and fire investigation. Costs pertaining to these decisions shall be documented in Item #10.
11. Fire suppression costs shall be determined from the information supplied in this item. There are several ways to determine the best cost share mix. A, B, and C are typically used on smaller, less complex incidents on lands with similar values and uses; D and E on larger, more complex incidents, such as those with both wildland urban interface and wildlands:
 - A. Each Agency pays for its own resources – fire suppression efforts are primarily on jurisdictional responsibility lands.
 - B. Each Agency pays for its own resources – services rendered approximate the percentage of jurisdictional responsibility, but not necessarily performed on those lands.
 - C. Cost share by percentage of ownership or Agency jurisdictional responsibility.
 - D. Cost is apportioned by geographic division or by percent of effort. Examples of geographic divisions are: Divisions A and B (using a map as an attachment); privately owned property with structures; or specific locations such as campgrounds.
 - E. Reconciliation of daily estimates (for larger, multi-day incidents). This method relies upon daily agreed to cost estimates, using Incident Action Plans or other means to determine multi-Agency contributions. Reimbursements can be made upon estimates instead of actual bill receipts.

The following are not reimbursable:

- Responsibility for tort claims or compensation for injury costs.
- Non suppression rehabilitation costs are the responsibility of the jurisdictional Agency.
- Non-expendable property purchases will be the responsibility of the Agency making the purchase.
- Support costs (i.e. office dispatchers, warehouse workers, etc.), unless they are charging to an emergency code assigned to the incident.

The cost centers that should be considered in this agreement:

- Fireline Resources: Dozers, engines, fallers, transports, water tenders, hand crews, line overhead.
- Fire Camp Operations and Support: Overhead, buses, camp crews, communications, food, refrigerator units, showers, toilets, water trucks, cache supplies, rescue/med, camp facility.
- Air Support: Helicopters, (with support) air tankers.
- Cost apportionment by period (i.e. state mobilization or conflagration, Fire Management Assistance Grant declaration, additional jurisdictional involvement).

12. List any specific conditions relative to this agreement, such as: dispatch procedures, one Agency representing another, notifications, incident information, coordinated intelligence, etc.
13. Signatures of authorized personnel.
14. List any attachments to the agreement. Give the date of the last revision or former Supplemental Agreement for the same fire.

COST SHARE AGREEMENT

The purpose of this agreement is to provide for a coordinated cooperative fire suppression operation on this fire and to describe the cost divisions. This agreement is a supplement to the Master Cooperative Wildland Fire Management Agreement or (list other agreement and number) between the Agencies listed.

1. Fire Name: _____ Origin Date _____ Time _____
2. Origin: Latitude _____ Longitude _____
3. Estimated Size _____ Acres at the time of this agreement.
4. Parties to this Agreement:
Agency _____ Fire # _____ Accounting Code _____
Agency _____ Fire # _____ Accounting Code _____
Agency _____ Fire # _____ Accounting Code _____
5. This agreement becomes effective on: _____ at _____ and remains in effect until amended or terminated.
6. Overall direction of this incident will be by () Unified Command, or by () Single Command structure.
7. Identify below personnel filling the following positions:

Position	Name(s)
Incident Commander	
8. Suppression action will be subject to the following special conditions and land management considerations: _____

9. Geographic responsibility (if appropriate) by Agency is defined as follows:

Agency _____	Geographic _____	Responsibility _____
Agency _____	Geographic _____	Responsibility _____
Agency _____	Geographic _____	Responsibility _____
Agency _____	Geographic _____	Responsibility _____
- The Agency responsible for structural protection will be: _____

10. Special operational conditions agreed to (include as appropriate Air operations, base camp, food service, fire investigation, security, etc.) List cost share information in Item #11:

11. Fire Suppression COSTS will be divided between Agencies as described:

Cost Centers:	Agency:	Agency:	Agency:

12. Other conditions relative to this agreement (Notifications, incident information, etc):

13.

_____	_____	_____	_____
Agency	Agency	Agency	Agency
_____	_____	_____	_____
Signature	Signature	Signature	Signature

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT G

SUPPLEMENTAL FIRE DEPARTMENT RESOURCES **NOT APPLICABLE IN ALASKA FOR 2010**

These provisions apply only to Supplemental Fire Department Resources, and not to regular fire department personnel. Supplemental Fire Department Resources are defined as overhead tied to a local fire department generally by agreement who are mobilized primarily for response to incidents/wildland fires outside of the 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

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

Reimbursable Costs

Reimbursable costs for personnel include compensation rates for hours worked, benefits, transportation, and per diem. It is the intent of this provision that the Supplemental Fire Department Resource be paid a regular compensation rate for all hours worked plus an overtime compensation rate for actual overtime hours worked, including travel. Reimbursable costs shall not include portal to portal pay or the employee portion of benefits. Travel and per diem reimbursements will be based on the Federal Travel Regulations.

Backfill is not reimbursable for personnel hired as Supplemental Fire Department Resources.

An indirect cost allowance equal to ten percent of the direct salary and wage cost of providing the service (excluding overtime, shift premiums, and fringe benefits) is allowed. (OMB Circular A-87)

Personnel

All personnel will possess an active Incident Qualification System (IQS) or equivalent incident qualification documentation commensurate with all applicable NWCG 310-1 standards for training and qualifications. Personnel will be qualified for their assigned positions. XXFD is responsible for annually certifying and maintaining the qualifications of their Supplemental Fire Department Resources. XXFD will bear the cost of training for their Supplemental Fire Department Resources.

Any personnel to be mobilized under this exhibit will be listed in the Annual Operating Plan (AOP) by name, position(s), and identified as SR. While on assignment, these individuals are **XXFD** employees and the **XXFD** will be reimbursed for their actual costs.

Rate Determination

The basis for the computation of base hourly rate is the classification level of the position filled according to the attached matrix. Base hourly rate shall be no more than step 5 of the appropriate GS wage adjusted for locality pay at the location of the fire district. These rates can be found on the OPM web site <http://www.opm.gov>, Salaries and Wages. Personnel are hired at the rate of the position being filled, not their highest qualification.

The hourly compensation rates identified in the AOP are computed as follows:

1) **Regular Compensation Rate:** The rates listed include base hourly rate determined above plus employee benefits. Employee benefits include those costs actually incurred by the XXFD for the employment of these individuals, such as employer liability, workers compensation, employer share of social security, etc.

2) **Overtime Compensation Rate:** Overtime compensation rates are paid based on a 7 day work week beginning on day one of mobilization. Compensation rates are paid at time and a half of the base hourly rate for all hours worked in excess of 8 hours per day for the first 5 days and full time and one half for all hours worked during the remainder of the work week. Compensation includes travel time.

3) **Hazard Pay Rate** – Hazard pay differential is paid to those employees performing work that meets the definition of hazardous duty as defined in the Interagency Incident Business Management Handbook, Section 12.9. Compensation rates are paid at 25 percent of the base rate when performing duties that meet the definition of hazardous duties. All hazard pay differential is based on a 24-hour day from 0001-2400 and shall be paid for all hours in pay status during the calendar day in which the hazardous duty is performed.

Days off at Incident

Days off at the incident will be paid for 8 hours. Work/rest guidelines will be followed, and mandatory days off will follow current guidelines (IIBMH 12.7-2 #4) Once travel to the home unit commences days off will not be paid.

Transportation and Per Diem

Per Diem reimbursements will be based on the Federal Travel Regulations. The payment rate for privately-owned vehicles (POVs) and rental vehicles used to support Supplemental Fire Department Resources shall be at the current Federal Travel Regulation rate.

Agency Administrator Date
Federal Agency

Fire Chief Date

**Attachment to Exhibit G
Supplemental Fire Department Resource – Classification Matrix**

OPM GENERAL SCHEDULE	AREA COMMAND	COMMAND	OPERATIO NS	AIR OPS	PLANS	LOGISTICS	FINANCE	SUPPORT
GS-2						RADO		
GS-3			FFT2	ABRO	DPRO	SECG		EDRC
GS-4			FALA FFT1	HECM		EQPI		
GS-5		ICT5	ENOP		SCKN	BCMG EQPM INCM ORDM RCDM SECM	CLMS EQTR INJR PTRC	
GS-6		ICT4	CRWB DOZB ENGB FALB FELB STAM TRPB WHSP	AOBS DECK HELB RAMP	DOCL FOBS TNSP	COMT		EDSD
GS-7		IOF3		HELM SEMG	GISS	EMTB EMTI		

<u>OPM</u> GENERAL <u>SCHEDULE</u>	AREA COMMAND	COMMAND	OPERATIONS	AIR OPS	PLANS	LOGISTICS	FINANCE	SUPPORT
GS-8		SOF3	DOZ1	ATBM	DMOB	COML	COMP	EDSP
			TFLD	HEB2	HRSP	FACL	COST	IADP
			STCR		RESL	FDUL	TIME	
			STDZ		SITL	GSUL		
			STEN			MEDL		
			STLM			SPUL		
			STPL			CTSP		
GS-9			FALC	HLCO			PROC	
				HEB1				
				SECO				
GS-10		ICT3	DIVS	ASGS	FBAN	EMTP		CORD
			STPS	ATGS	LTAN			INTL
								PETM
GS-11		ICT2	OPBD	AOBD	PSC2	LSC2	FSC2	ARCH
		THSP – Deputy ICT2	OSC2			SVBD		IBA2
		PIO2				SUBD		MCCO
		LOFR						PETL
		SOF2						
GS-12	ACAC	PIO1	OSC1		PSC1	LSC1	FSC1	IBA1
	ACPC	SOF1						
	ACLC							
GS-13	ACDR	ICT1						
		THSP – Deputy ICT1						

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT H

USE OF AND REIMBURSEMENT FOR SHARED RESOURCES IN STAFFORD ACT RESPONSE ACTIONS

1. Stafford Act Declarations: Transfers performed for this Agreement are under the Disaster Relief Act, 42 U.S.C. § 5147. This Agreement is automatically incorporated by reference into any Resource Order that is issued under it, constituting a binding obligation. The billings, inclusive of copies of this Agreement, the Mission Assignment and subsequent Resource Order(s), and expenditure documentation, will define the specific services, supplied goods and costs (by sub-object class code) for each order, and subsequent obligation and payment. Reimbursement payments for all-hazard incident response activities will be accomplished by submission of billings to the primary Emergency Support Function (ESF) agency (i.e. the agency to issue the mission assignment or sub-tasking). The primary ESF agency will review, approve the documentation, and return to the sub-tasked agency for forwarding to FEMA for reimbursement. Each Federal agency is responsible for submitting their own billings to FEMA for reimbursement, after the primary agency has reviewed their requests for reimbursement.

2. Federal Reimbursable Assistance: Federal Reimbursable Assistance resources must be requested by the primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement for Federal Agencies in accordance with 44 CFR 206, subpart A, section 206.8 paragraph c include:

- a) Overtime, travel and per diem of permanent Federal agency personnel.
- b) Wages, travel and per diem of temporary Federal agency personnel assigned solely to performance of services directed by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator in the emergency or major disaster.
- c) Cost of work, services, and materials procured under contract for the purposes of providing assistance directed by the (FEMA) Associate Administrator or the Regional Administrator.
- d) Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
- e) All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.
- f) Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator and the agency.

3. State/Tribe Reimbursement Process: State/Tribe Reimbursement refers to those resources that are to be reimbursed by the primary ESF Federal agency. State/Tribe Reimbursement resources must be requested by the primary ESF Federal agency or supplied through established dispatch systems and must be recorded by the Mission Assignment and subsequent Resource Order process. Resources not documented in this manner are not reimbursable. Funds to cover eligible expenses will be provided through and limited by reimbursement from FEMA. Expenditures eligible for reimbursement include:

- a) Wages, overtime, travel and per diem of State/Tribal personnel.
- b) Wages, travel and per diem of temporary State/Tribal personnel assigned solely to performance of services directed by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator in the major disaster.
- c) Cost of work, services, and materials procured under contract for the purposes of providing

- assistance directed by the (FEMA) Associate Administrator or the Regional Administrator.
- d) Cost of materials, equipment, and supplies (including transportation, repair and maintenance) from regular stocks used in providing directed assistance.
 - e) All costs incurred which are paid from trust, revolving, or other funds and whose reimbursement is required by law.

Other costs submitted by an agency with written justification or otherwise agreed to in writing by the (FEMA) Associate Administrator or the (FEMA) Regional Administrator and the agency.

Note: In order to meet FEMA's policies regarding mission assignments and timely billing, all State and local resources dispatched to a FEMA incident under a valid state or local cooperative/interagency agreement must submit invoices for reimbursement no later than 90 days after control of the incident to the appropriate federal agency. Any invoices not submitted within this timeframe are subject to non-payment. Extensions beyond 90 days for invoice submittal must be presented in writing to the reimbursing agency. Annual Operating Plans will include contact information for written requests for extensions. Absent a written extension of time granted by the reimbursing agency, the final itemized bill must be submitted to the reimbursing agency within 90 days of the all hazard action.

4. Duration of Assignments: Consideration must be given to the health and safety of personnel when assigned to incidents. Parties agree that Incident Commanders will release resources to their primary responsibilities as soon as priorities allow. Incident Commanders shall also adhere to rest and rotation policies of respective responding agencies. Mobilization activities shall be accomplished utilizing established dispatch coordination concepts per the current National Interagency Mobilization Guide.

5. Procurement: The (State/Tribe) receives its procurement authority from its own laws, and is therefore not subject to Federal procurement laws. Whenever the (State/Tribe) is responsible for the management of an incident (including an incident within the Direct Protection Area of a Federal Agency), the (State/Tribe) will comply with (State/Tribe) laws and regulations covering procurement. Procurement costs by one Party in support of another that are reasonable and prudent may be charged back to the Protecting Agency. All property procured under a Mission Assignment becomes the property of FEMA.

6. Loaned Equipment: Equipment loaned by one Party to another shall become the responsibility of the borrower, and shall be returned in the same condition as when received, reasonable wear and tear excepted. The borrower will repair or reimburse for damages in excess of normal wear and tear and will replace or reimburse items lost or destroyed.

7. Billing Procedures

Incident Billings:

- a. When (State/Tribe) is the supporting agency and the incident is **within** the (State/Tribe), the (State/Tribe) will bill the jurisdictional Federal Agency. When the (State/Tribe) is the supporting agency and the incident is **outside** the (State/Tribe)'s jurisdiction, the (State/Tribe) submits its billing to the Primary Federal Agency.
- b. Agencies will share their respective individual incident Resource Order numbers for cross referencing purposes, if requested.
- c. Billing Estimates/Timeframes: On incidents where costs are incurred pursuant to Annual Operating Plans, the billing Party shall submit a bill or estimate for reimbursement as soon as possible, but not later than **90** days after the incident is controlled. Extensions beyond **90** days for invoice submittal must be presented in writing to the reimbursing agency. Annual Operating Plans will include contact information for written requests for extensions. Absent

a written extension of time granted by the reimbursing agency, the final itemized bill must be submitted to the reimbursing agency within **90** days of the **all hazard** action.

- d. For obligation purposes, the Federal Agencies will submit unpaid obligational figures to the (State/Tribe) by (to be determined by individual State/Tribe fiscal year). The (State/Tribe) will submit unpaid obligational figures to the appropriate Federal Agency by September 1 for the previous Federal fiscal year. All obligations will be submitted by incident name, date, mission assignment number (MA), and federal job code.
- e. Billing Content: Bills will be identified by incident name, date, MA, location, jurisdictional unit, and supported by documentation to include but not limited to: separate invoice by MA; list of personnel expenses including base, overtime, and travel; and supplies/services procured by vendor name and dollar amount. Billings for (State/Tribe) incident assistance may include administrative overhead, not to exceed the predetermined (State/Tribe) indirect cost rate negotiated annually with the cognizant Federal Agency for the (State/Tribe) (OMB Circular A-87).

8. Billing Addresses:

All bills for services provided to the (State/Tribe) will be mailed to the following address for payment:

All bills for services provided to the Forest Service and all Federal and State units not party to this Agreement will be mailed to the following address:

All bills for services provided to the Department of the Interior/BLM will be mailed to:

All bills for services provided to the Department of the Interior/NPS will be mailed to:

All bills for services provided to the Department of the Interior/BIA will be mailed to:

All bills for services provided to the Department of the Interior/Fish and Wildlife Service will be mailed to:

9. **Payment Due Dates:** All bills will have a payment due date 60 days after the date of issuance. If payment cannot be made before the 60 days expire, then a 30-day extension, with oral or written justification, may be requested.
10. **Disputed Billings:** Written notice that a bill is contested will be mailed to the billing agency within 60 days of issuance of the final bill, and will fully explain the area of dispute. Contested items will be resolved not later than 60 days following receipt of written notice. The uncontested portion of the bill will be paid and a new bill will be issued for the contested amount.
11. **Payments:** Payments will refer to the bill number and incident name and will be sent to the appropriate billing address.

ALASKA MASTER COOPERATIVE WILDLAND FIRE MANAGEMENT AGREEMENT

EXHIBIT I

GLOSSARY OF TERMS FOR STAFFORD ACT RESPONSE

When the following terms are used in the context of a Stafford Act response under this Agreement, or in the Annual Operating Plan, such terms will have the meanings stated below. Many of these terms are defined in the National Emergency Response Plan and/or the Interagency Incident Business Management Handbook.

Administrative Costs (Charges): Any expenses not charged directly to a program, project, or incident. They include general overhead personnel and administrative services. For the state, the administrative charge is identified as those charges and expenses used to determine the "indirect rate". All activities that can be identified and charged to specific projects, and not excluded elsewhere in this agreement, are considered direct costs and may be billed with proper documentation.

Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Administrator: Agency officials who are signatory to this agreement.

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Annual Operating Plan: An annually updated document authorized by the appropriate officials for implementing the Cooperative Incident Management Agreement in their respective areas of responsibilities.

Area Command (Unified Area Command): An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an Emergency Operations Center (EOC) facility or at some location other than an ICP.

Catastrophic Incident: Any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Cyber: Pertaining to computers and their support systems, such as servers, routers, and switches, that support critical infrastructure.

Direct Costs: All costs associated with direct incident operations and incident support ordered by or for the incident. Excludes Overhead Costs.

Direct Protection Area: That area which, by law or identified or authorized pursuant to the terms of this Agreement, is provided protection by the Parties. This may include land protected under exchange or payment for protection.

Disaster: See **Major Disaster**.

Emergency: As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

Emergency Support Function (ESF): A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local, and tribal governments or to Federal departments and agencies conducting missions of primary Federal responsibility.

ESF Primary Agency: A Federal Agency designated as an Emergency Support Function primary agency serves as a Federal executive agency under the Federal Coordinating Officer (FCO) to accomplish the ESF Mission.

Federal: Of or pertaining to the Federal Government of the United States of America.

First Responder: Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, or nongovernmental organizations.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazard Mitigation: Any cost-effective measure which will reduce the potential for damage to a facility from a disaster event.

Hazardous Material: For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to mean hazardous substances, pollutants, and contaminants as defined by the NCP.

Incident Command System (ICS): A standardized onscene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The Incident Commander and appropriate Command and General Staff personnel assigned to an incident.

Incident Mitigation: Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

Incident of National Significance: Based on criteria established in HSPD-5 (paragraph 4), an actual or potential high-impact event that requires a coordinated and effective response by and appropriate combination of Federal, State, local, tribal, nongovernmental, and/or private-sector entities in order to save lives and minimize damage, and provide the basis for long-term community recovery and mitigation activities.

Infrastructure: The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

Initial Response: Resources initially committed to an incident.

In-Kind Donations: Donations other than cash (usually materials or professional services) for disaster survivors.

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Major Disaster: As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mission Assignment: The vehicle used by DHS/EPR/FEMA to support Federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation: Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations—Federal, State, local, and tribal—for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Move-Up and Cover: Identifies a relocation of incident resources from their established location to a temporary location to provide protection coverage for an initial attack response area.

Multijurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual Aid Agreement. Written agreement between agencies, organizations, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and policy.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

Natural Resources: Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

Nongovernmental Organization (NGO): A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Overhead Costs: Indirect administrative costs that cannot be readily identified with specifically financed programs and functions.

Party: Entities that are signatory to this Agreement.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Prevention: Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure, including for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

Protection Area Maps: Official maps of the annual operating plans.

Protection Boundaries: Mutually agreed upon boundaries which identify areas of direct incident protection responsibility and are shown on maps in the annual operating plans.

Public Health: Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

Recovery: The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Reimbursable (Assistance by Hire): Incident resources that will be paid for by the requesting Protecting Agency per the conditions of this Agreement and its annual operating plans. Excludes Mutual Aid.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

State: Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Strategic: Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Sub-Object Class Code: Detailed codes used by the Federal Government to record its financial transactions according to the nature of services provided or received when obligations are first incurred.

Telecommunications: The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic, or optical means. Telecommunications includes all aspects of transmitting information.

Terrorism: Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat: An indication of possible violence, harm, or danger.

Transportation Management: Transportation prioritizing, ordering, sourcing, and acquisition; timephasing plans; fleet management; and movement coordination and tracking.

Tribe: Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan.

Unit Administrator (Line Officer): The individual assigned administrative responsibilities for an established organizational unit, such as Forest Supervisors or District Rangers for the Forest Service, District Manager for the Bureau of Land Management, Area Forester, District Forester, or State Forester as designated for the State Forest Service, Agency Superintendent for the Bureau of Indian Affairs, Park Superintendent for the National Park Service, and Refuge Manager (Project Leader) for Fish and Wildlife Service. May also include a County Commissioner at the local level.

United States: The term “United States,” when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Volunteer: Any individual accepted to perform services by an agency that has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

Weapon of Mass Destruction (WMD): As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.