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910 GENERAL

911 ROLES AND RESPONSIBILITIES

To promote efficient operations through interagency cooperation and standardized procedures, all agencies and personnel have the responsibility to mobilize and utilize the most cost-effective resources that will result in the least costly operation. Below you will note tables outlining the various parties' roles and responsibilities in the management and coordination of wildland fire suppression.

GOVERNMENT OFFICIALS

Party	Preparedness Levels 1 - 3	Preparedness Levels 4 - 5
Governor	Works within legislative processes to fund essential state and local programs.	• Declares state emergencies/disasters. • Approves FEMA Declaration requests through State Forestry. • Requests Presidential disasters through Disaster and Emergency Services (DES). • Approves statewide closures. • Approves use of National Guard, declaration required. Implements Fire Mobilization Plan (moves structural resources) through State Forestry.
County Commissioners/ Mayors	Establish liaison with key partners.	• Mobilize county/local resources to support closure/evacuation needs. • Assign Agency Administrators working with fire departments, sheriffs departments, etc. • Declare a county/city emergency and/or requests Governor to declare State emergency.
Geographic Area Agency Administrator (Regional Forester, State Forester, State Directors and MACO level)	Support Zone and unit activities for preparedness initial attack.	• Reconciles political issues at state/federal levels. • Approves prioritization criteria for collection of responses to NRCG MAC. • Approves geographic area protection objectives. • Delegates decision making to NRCG MAC (for above). • Coordinates closures and restrictions. • References Resource Allocation Table.

COORDINATION

Party	Preparedness Levels 1 - 3	Preparedness Levels 4 - 5
Geographic Area MAC Geographic Area Coordinating Board of Directors (e.g., Fire Director, State Fire Manager, President Firewardens Association)	Not usually active, but should assure processes are established and understood.	• Establish and prioritize criteria for allocation of resources. • Establish protection objectives. • Establish the need for additional training. • Establish reallocation controls when two or more area commands are assigned and multiple zones are affected. • Maintains open lines of communication with Zone MACs, AAs. • Assess need for Geographic Area Prevention Team. • Assess need for Geographic Area Public Information Team. • Reference resource allocation table
Zone MACs Zone Board of Directors (e.g., Forest FMO, Area Fire Manager, County Firewardens)	• Not usually active, but should assure processes are established and understood. • Assure Zone Mobilization Board (private, local, state, federal) is coordinating with Zone Dispatch.	• Same as above, different in scope. • Serve Agency Administrator needs for coordination for fire management coordination issues within the Zone. • Ensure that GA MAC criteria and objectives are carried out at Zone level. • Monitor and ensure initial attack capability. • Assess need for Zone level Prevention Team. • Assess need for Zone level Public Information Unit. • Reference resource allocation table

STATEWIDE UNIFIED COORDINATION

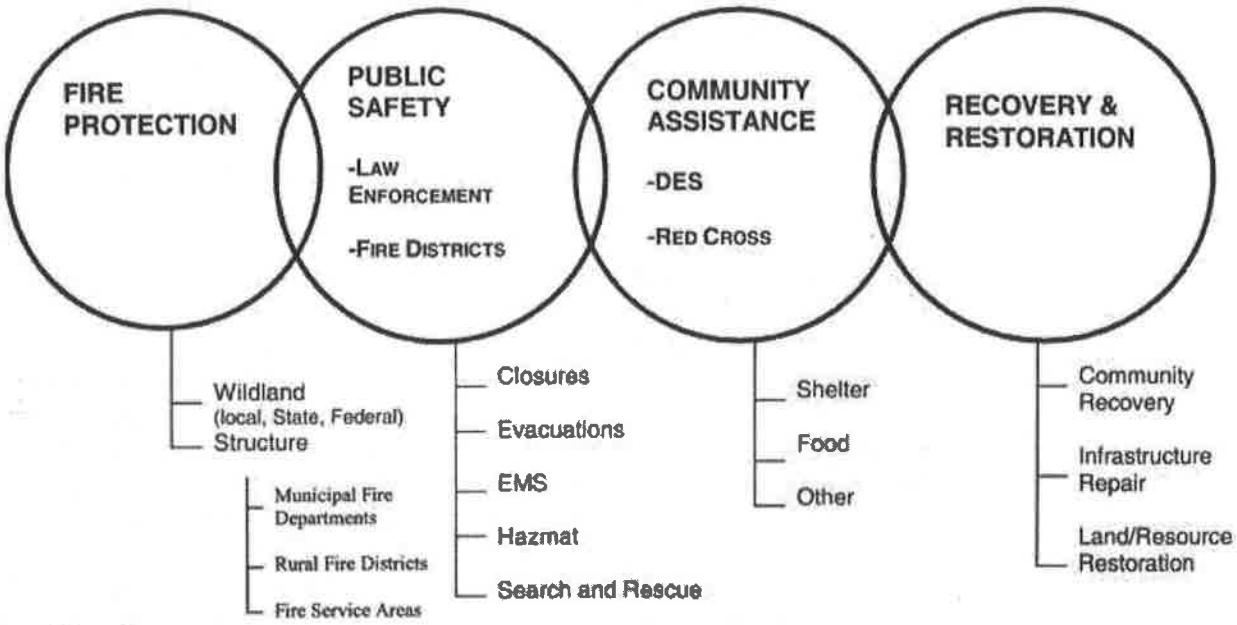


Figure 1

C. RESPONSIBILITIES OF A LESSEE ON STATE SCHOOL TRUST LAND.

The lessee shall exercise diligence in preventing damage to the land and property of state school trust lands. The lessee shall abide by all restrictions on fires which may be in effect at any time and take all reasonable precautions to prevent and suppress fires. The lessee shall make reasonable efforts to suppress any fire that exists and report it to the proper firefighting authority. The lessee assumes all risk of loss to the improvements resulting from acts of God, wildland fire, or catastrophic events, including but not limited to avalanches, rising waters, high winds, falling limbs or trees and other hazardous natural events.

D. AUTHORITY TO ENTER PRIVATE PROPERTY FOR PURPOSES OF CARRYING OUT FIRE-SUPPRESSION ACTIONS

1. Where an impending disaster is present, the private property rights of individual members of the public must yield to the public's right to halt the impending disaster. This includes DNRC's mandate to suppress wildland fires.

   a. The Montana Supreme Court stated in the case *Stocking v. Johnson Flying Service* decision "in such circumstances . . . of public convenience, necessity and safety. No claim for relief should exist against such party so long as it reasonably appears that the action is to prevent or mitigate the effects of an impending disaster such as a forest fire . . . The phrase *Salus populi est suprema lex,* interpreted as meaning, there exists an implied agreement of every member of society that his own individual welfare shall, in cases of necessity, yield to that of the community, and that his property, liberty and life shall, under certain circumstances, be placed in jeopardy or even sacrificed for the public good, might well be applicable to the instant action."

920 DISPATCH/COORDINATION CHANNELS

The following operational procedures are described to help personnel understand dispatch and coordination at various levels and locations throughout the state. These procedures will continue to change annually to improve operational procedures at all levels. The advent of interagency and co-located offices has helped reduce layering of the order process and has improved operations for all involved agencies. Although operations and order handling has improved through joint operations, unique differences will always exist and need to be recognized to minimize agency conflicts.

Land offices may work with those agencies where local agreements or memorandums of understanding exist between the Department and the agency involved.

921 AREA COORDINATION

Northern Rockies Coordination Center (NRCC)--State and Federal Coordinator's Office--This level of coordination is commonly referred to as "Geographic Area Coordination." Currently DNRC, the Department of the Interior (BLM) and the U.S. Forest Service, Region 1 are co-located and continue to progress towards a more interagency operation. Specific contacts and procedures are handled by NRCC dispatchers and coordinators and are explained in the following paragraphs:

A. NATIONAL GUARD (NG)

All fire orders for personnel and equipment from the Montana National Guard must go through the NRCC. The coordinator or dispatcher will order the NG through the State Disaster and Emergency Services (D&ES) Division in Helena. Use of the guard requires a Governor's proclamation, which is handled through the D&ES Division. No local orders or contacts are to be made by dispatch or zone coordination centers unless prior approval has been received from the NRCC. This policy has also been agreed to by cooperating federal fire agencies. The only exception is that any of the agencies cooperating with the National Guard (USFS, BLM, BIA, NPS, and DNRC) under the master agreement may make direct requests to local National Guard armories for use of their facilities. The local armory is required to follow up with notification to NG headquarters in Helena. For more information refer to the NRCG/MT, NG Agreement in DNRC's (200) Fire Administration Manual.

B. FEDERAL AGENCIES

All orders that are for resources other than what are available on the local National Forest, BLM District, BIA Reservation, National Park, FWS District, Interagency Dispatch Center, or Zone Coordination Center must

Service Division (CSD) personnel are contacted directly and are responsible for informing and obtaining approval from their immediate supervisor.

922 ZONE COORDINATION

Zone Coordination Centers will fill overhead needs from local forces (private, State, tribal, local and federal) within the zone. **All** other requests for fire overhead (except where noted under the NRCC good neighbor policy) will come through the NRCC.

A. EASTERN ZONE COORDINATION

The Billings Interagency Dispatch Center (BDC) is an interagency dispatch facility that provides initial attack dispatch for the Bureau of Land Management (BLM) Billings Field Office and Billings area and serves the USDA Forest Service (Custer National Forest, Beartooth Ranger District); Department of Interior; National Park Service; Bureau of Indian Affairs; and the Montana DNRC Southern Land Office as a zone support center under one unit.

The Lewistown Interagency Dispatch Center (LEC) is an interagency dispatch facility that serves the Department of Interior; Bureau of Land Management Lewistown Field Office, Malta Field Office and their respective Field Stations; the U.S. Fish and Wildlife Service (Charles M. Russell NWR); and Montana DNRC Northeastern Land Office under one unit as a zone support center.

The Miles City Interagency Dispatch Center (MCC) is an interagency dispatch facility that serves the USDA Forest Service (Custer National Forest, Ashland and Sioux Ranger Districts) and the Montana DNRC Eastern Land Office as a zone support center.

B. NORTHWEST ZONE COORDINATION CENTER

The Kalispell Interagency Dispatch Center (KIC) also fills the role as the Northwest Zone Coordination Center. They coordinate requests for resources available on the Northwestern Land Office and Glacier National Park. Requests from the Northern Rockies Coordination Center (NRCC) will go to this zone center for any resources available within the zone. The Kootenai National Forest and the Flathead National Forest would go to the NRCC for resource requests.

923 DISPATCHING

A combination of both individual and interagency initial attack dispatch centers exist within the state. Basic procedures for DNRC operations within either type are the same.

A. HELENA INTERAGENCY DISPATCH CENTER (HIDC)

Dispatches initial attack resources on Helena National Forest and Helena Unit and assists counties within all land office units except Dillon Unit.

B. BITTERROOT DISPATCH CENTER (BRC)

Dispatch facility that manages resources for the Bitterroot National Forest and requests for Local Government equipment.

C. BOZEMAN INTERAGENCY DISPATCH CENTER (BZC)

Dispatches initial attack resources on Gallatin National Forest and Yellowstone National Park and fills requests for state and local government equipment, and assists counties within the Bozeman Unit.

D. DILLON INTERAGENCY DISPATCH CENTER (DIDC)

Dispatches initial attack resources on Beaverhead National Forest, Deer Lodge Forest and Dillon Unit and assists counties within Dillon Unit.

E. KALISPELL INTERAGENCY DISPATCH CENTER (KIC)

Dispatches initial attack resources on the Flathead National Forest, Kalispell Unit, Stillwater Unit, and Swan Unit and assists counties within Kalispell, Stillwater, and Swan Units (Flathead and Lake Counties).

F. KOOTENAI INTERAGENCY DISPATCH CENTER (KDC)

Zone Support and initial attack dispatch on Kootenai National Forest and Libby Unit and assistance for counties within Libby Unit (Lincoln County).

G. PLAINS UNIT DISPATCH CENTER

Dispatches initial attack resources on Plains Unit and assists counties within (Sanders County). Zone support provided by Missoula Dispatch Center.

930 STATE AND LOCAL FIREFIGHTING

931 FIRE SUPPRESSION MOP-UP AND PATROL GUIDELINES

A. REQUIREMENTS

1. Fire suppression actions and the allocation of resources in support of suppression actions will reflect the highest priority for firefighter and public safety.

2. All suppressions actions will insure the rapid and effective response of appropriate resources to suppress and extinguish wildland fires in Montana. It is essential that Fire Managers execute a rapid initial response of appropriate resources to suppress wildfires, limit losses and provide for the safety of emergency responders and citizens. A safe but aggressive initial attack is emphasized, based on predicted and observed fire behavior and weather.

3. Initial attack and extended attack operations will receive highest priority. Incidents may be directed to release resources on short notice in support of this priority and will be expected to respond within stated timeframes. The intent is to deploy qualified wildland fire leadership and supervision to the initial phase of an incident and place them in the best position to conduct suppression actions.

4. Wildland fire suppression actions will be selected based, first, on provision for firefighter safety. That satisfied, actions will then be based on minimizing suppression cost, resource loss and environmental damage, consistent with resource management objectives for the values to be protected.

5. Wildland fire suppression strategies cannot be developed in order to achieve resource benefits on state lands.

6. Resource allocation decisions and priority ranking determinations will be based on information reflected in an incident situation analysis. Incident management teams may be directed to modify strategies due to resource shortages.

7. Accurate and timely submission of the Incident Status Summary (ICS 209) is essential during the prioritization process and will also affect allocation decisions.

8. **Class A-B Size Fires**--For small and/or non-complex fires (i.e., Class A-B) a written plan is optional. Only the unit fire supervisor or designated representative may determine not to write a plan.

feasible to maintain control of fires until those fires are declared **100% dead out**.

It is not a requirement that all fires be **mopped up 100%**. Where an approved written plan is in place, perimeter mop-up or other options may be acceptable. The mop-up guidelines contained in the Prescribed Fire Manual (400) are appropriate for use on all fires which are the responsibility of DNRC. DNRC requires that all incident commanders aggressively pursue 100% mop-up of assigned fires unless otherwise directed in a written and approved mop-up and patrol plan.

The primary objectives of all plans are to reduce the risk of escape of DNRC fires to the lowest acceptable level, and to manage needed resources in a manner such that the planned actions are carried out as efficiently and economically as possible. Plans must be kept current with changing conditions on a daily basis.

All mop-up and patrol plans should take the following items into consideration:

1. Values at risk inside and outside the control line.

2. Current and predicted weather conditions.

3. Site conditions in areas adjacent to the fire (fuels, topography).

4. Access to the fire, travel time, etc.

5. Manning class level, personnel available, etc.

D. SPECIAL CONSIDERATIONS

1. Fires in wildland urban interface (WUI) areas are the highest priority fires for mop-up and patrol actions. WUI fires (even in patrol status) may have priority over initial attack of new fires outside any WUI areas if there is risk of the WUI fire escaping control. Planning for mop-up and patrol for a WUI fire should always consider a worst case weather scenario.

2. It is acceptable to allow landowners/lessees to complete mop-up and patrol of fires resulting from their own actions on their deeded/leased land if risk of escape is minimal. If it is desired to allow a landowner or lessee to perform any of these functions, a written agreement between the landowner/lessee and DNRC is required. The Mop-up and Patrol Agreement (F-915) located in the Fire Forms Manual (1800 Manual) will contain the following:

For qualification requirements for ENOP see Firefighter 1 (FFT1) in the 310-1, Wildland Fire Qualification System Guide.

932 LENGTH OF COMMITMENT, WORK/REST, AND REST AND RECUPERATION GUIDELINES

The following guidelines have been established for work/rest, length of commitment, and rest and recuperation for all DNRC employees during fire suppression, and All-Hazard activities on and away from the home unit (note some exception below, **"Managing Days-off on the Home Unit"** page 930-5). These guidelines apply to DNRC crew, overhead, and support personnel that may be assigned to any suppression activity, whether the responsibility of the state or in support of other agencies.

A. WORK/REST, LENGTH OF ASSIGNMENT, AND DAYS OFF

To maintain safe and productive incident activities, incident management personnel must appropriately manage work and rest periods, assignment duration and shift length for personnel, including casuals (EFF/AD), contracted crews and EERA resources.

To assist in mitigating fatigue, days off are allowed during and after assignments. If necessary to reduce fatigue, the Incident Commander (IC) or Agency Administrator (Line Officer, Fire Leadership, and Duty Officers) (incident host or home unit) may provide time off supplementary to mandatory days off requirements. The Agency Administrator has the authority to provide a day off if needed, in addition to mandatory day off requirements.

1. Work/Rest Guidelines

Work/rest guidelines should be met on all incidents. Plan for and ensure that all personnel are provided a minimum 2:1 work-to-rest ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest).

Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception, and no work shift should exceed 24 hours. However, in situations where this does occur (for example, initial attack), incident management personnel will resume 2:1 work/rest ratio as quickly as possible.

The intent of the guidelines is to manage fatigue, insure the safety of firefighters, and provide flexibility for IC's, Fire Leadership and Line Officers managing initial attack, extended attack, and large fires. The guidelines are designed to ensure that for every 2 hours of work or travel, 1 hour of time off should be

An assignment is defined as the time period (days) between the first full operational period at the first incident or reporting location on the original resource order and commencement of return travel to the home unit.

b. Length of Assignment

Standard assignment length is 14 days, exclusive of travel from and to home unit, with possible extensions identified below.

Time spent in staging and preposition status counts toward the 14-day limit, regardless of pay status, for all resources, including incident management teams.

3. **Day Off**

After completion of a 14-day assignment and return to the home unit, one day shall be taken off to ensure that the intent of the work/rest guidelines are met. Every effort should be made to achieve the day off within the individual's regularly scheduled days off.
Agencies will apply holiday pay regulations, as appropriate. A paid day off is recorded on home unit time records according to agency requirements.

Casuals (EFF/AD) are not entitled to a paid day(s) off upon release from the incident or at their point of hire.

Contract resources are not entitled to a paid day(s) off upon release from the incident or at their point of hire.

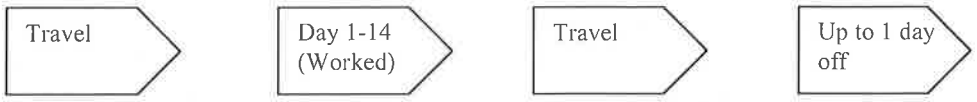
All length of assignment rules apply to aviation resources, including aircraft pilots, notwithstanding the FAA and Agency day off regulations.

4. **Assignment Extension**

Prior to assigning incident personnel to back-to-back assignments, their health, readiness and capability must be considered. The health and safety of incident personnel and resources will not be compromised under any circumstance. Assignments may be extended when:

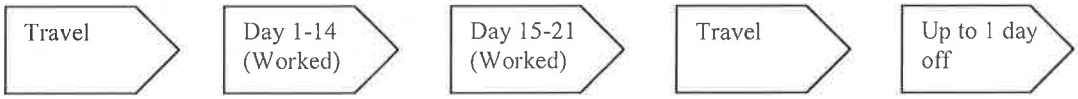
- Life and property are imminently threatened;
- Suppression objectives are close to being met; or
- Replacement resources are unavailable, or have not yet arrived.

Standard 14-Day Scenario:



After completion of a 14-day assignment and return to the home unit, 1 mandatory day off will be required. The day off must occur on the calendar day immediately following the return travel.

21-Day Scenario:



30-Day Scenario:

Upon completion of the standard 14-day assignment, an extension of up to an additional 14 days may be allowed (for a total of up to 30 days, inclusive of mandatory days off and exclusive of travel).

IV. Managing Days-off on the Home Unit:

1. Managers and supervisors are responsible for work schedules, and managing days off, for initial attack, dispatch and support personnel during extended fire suppression and all-hazard incident situations.

2. It is a critical responsibility of every manager and supervisor to monitor employees, and if necessary, to provide a day-off (compensated or scheduled), prior to 14 consecutive days of work.

3. Indicators of the need for a day-off include long shifts, as well as observation of the physical and mental condition of the employee.

4. One day off after 14 consecutive days work applies to the home unit. However in conditions of extreme fire-suppression or all-hazard activity, managers and supervisors may extend the work limit from 14 to 21 days before a day off. Approval and justification documentation is required by, a Unit Manager, and or an Area Manager, Bureau Chief, or Division Administrator. **(Documentation should include a written justification for reason(s) for going 21 days, along with fatigue mitigation for involved employees.)**

933 INCIDENT SITUATION ASSESSMENT REQUIREMENT (STANDARD)

Fire staff and line offices at all levels must determine complexity of an incident and assign qualified personnel as needed. More than 95 percent of all wildland fires fall within the low range of complexity and are controlled with Initial Attack and reinforcement forces. These are referred to as Type 3, Type 4, and Type 5 Incidents in the Incident Command System; the involved agencies have the latitude to agree on qualifications that meet their needs within the local operating area for incidents at the level of Type 3, 4, and 5 incidents.

Following are guidelines to assist managers in determining incident complexity. These should be used in conjunction with the NWCG'S "Organizational Needs Assessment". The guidelines are presented in order of ascending complexity and describe the fire suppression response and the fire organization that is appropriate to the particular situation The Type 5 incident is the lowest level of complexity recognized in the NWCG Wildland Fire Qualification System, and Type 1 is the highest range. The Type 1 Incident combines in the Multi- Division and Multi-Branch classification as described in the NWCG Wildland Fire Qualifications Guide (310- 1)."

It is required that an Incident Situation Assessment be prepared by the DNRC responsible line officer or their designated representative for Type 3 and higher complexity fires. Line Officers may get an electronic or hardcopy of this form from their Area Fire Program Managers. The line officer shall promptly organize and implement an appropriate suppression response for each escaped fire. An escaped fire is defined as a fire which has exceeded, or is anticipated to exceed, initial action capabilities or fire management direction. The incident situation assessment will be reviewed and as necessary, revised each operational period until the fire is controlled. For Type 3 Incidents

Line Officers will complete the DNRC Incident Situation Assessment. If the fire is a joint jurisdictional fire with a federal agency, the Line Officer may utilize the federal Wildland Fire Decision Support System (WFDSS) process to meet the DNRC requirement for an Incident Situation Assessment. If the WFDSS is utilized, a copy documenting the decisions that were made must be retained by the Line Officers and filed with the fire package.

A. INCIDENT SUTUATUON ASSESSMENT

For a copy the Montana DNRC Incident Situation Assessment, refer to the following web page link:

http://dnrc.mt.gov/divisions/forestry/fire-and-aviation/fire-business/line-officer-toolkit

934 DELEGATION OF AUTHORITY

The transfer of authority for suppression actions on a fire is done through a delegation of authority from the agency administrator (Line Officer) to the

3. Identification and explanation of the initial attack responsibilities.

4. Identification of Resource Advisor and his/her role.

5. Identification of suppression activities that require Agency Administrator (Line Officer) approval and which have been delegated to the Incident Commander.

6. Identification of the basic documents that should guide the management of the incident.

7. Identification of cost constraints and guidelines not covered in the.

8. News release approval and incident information guidelines and limitations.

9. Identification of constraints or guidelines on firefighting methods and resources

10. Identification of procedures in dealing with threats to other jurisdictional property.

11. Identification of any "Special Management Areas", legal, or policy constraints that may be applicable.

Amendment to Delegation of Authority

The Delegation of Authority dated August 20, 20XX, issued to Incident Commander Bill Jones for the management of the Crystal River Fire, number XYZ-100, is hereby amended as follows. This will be effective at 1800, August 22, 20XX.

1. Key cultural features requiring priority protection are: Escalante Cabin, overlook board walks along the south rim and the Two Dot Mountain Study site.

2. Use of tracked vehicles authorized to protect Escalante Cabin.

(Signature and Title of Agency Administrator) (Date)

resources will vary by county, by time frame, resource availability, activity level, and jurisdictional commitment and is to be determined by the local DNRC Area/Unit involved. Refer to the Mobilization of Local Government Firefighting Resources Guide (Umbrella Document).

Also, DNRC-owned equipment placed in the county under the coop program will not be rented by DNRC for fires within the county.

b. DNRC County Fire Advisor and/or Agency Representative recommend additional resources (no reimbursement for prior actions of mutual aid counties).

c. All personnel will be members of a county and/or emergency service organization.

d. All personnel will have a basic level of wildland fire training, with the exception of specialized resources (e.g., EMS). Under NIMS, DNRC will accept the local government personnel under their physical fitness program and/or requirements.

e. All county forces will be organized under the incident command system.

- Single Resources
- Task Force
- Strike Team

f. All equipment will be inspected and hired under an "Incident Rental Agreement" (preferably preseason sign-up in conjunction with county inspections).

g. All personnel and equipment will be paid per rates listed in the "NWCG Interagency Incident Business Management Handbook," unless covered under a separate agreement. Only normal use items (i.e., gas, oil, etc.) and repair and maintenance charges will be made against DNRC-owned equipment that is brought in to assist another county by county forces.

h. A DNRC Agency Representative and/or County Fire Advisor may be required with use of county personnel.

helicopter or by a visit to the fire. Such expenditures may be paid for by DNRC in assisting the county and do not require an official request from the County Commissioners to the State Forester. An area fire and accounting number will be required once DNRC costs are incurred, along with the necessary reporting of actions to the state coordinator at the NRCC. Follow-up paperwork is also required, such as a fire incident report and narrative.

Project fire organizations with overhead teams, organized fire crews, and supporting elements should be made available upon request and approval by the DNRC Line Officer.

Specific fire suppression tactics are suggested to combat county range fires where practical. This may be in the form of an engine wetline or a dozer line with burnout. Both may be utilized on many of the finer fuel types found throughout the eastern counties. Both of these methods of fireline construction have a moderate amount of risk involved, but this is usually offset by the advantage of speed in line building, with a small number of personnel, at lower or reduced costs.

The engines/tenders that we normally provide to the cooperative counties have proven to be a very effective piece of firefighting equipment on the mixed conifer/grassland fuels found in many cooperative counties. Therefore, their use should be stressed wherever practical.

a. **Suppression Assistance**--Department assistance should normally be aimed at:

   1) County Fire Advisor.

   2) County Fire Multi-Leader Team advice to local forces (County Assistance Team [CAT] Type III).

   3) Specialized fire personnel trained in burnout and equipment use.

   4) Providing specialized pieces of equipment, such as burnout torches, air tankers, observation aircraft, etc.

   5) The use of well-trained, experienced fireline hand crews (e.g., I.H. and jumpers) will normally be limited, but if they are utilized, they should have the ability to be split up or to work as independent members of a suppression force.

   6) Initial attack and/or assistance by DNRC forces where DNRC direct protection borders areas of county protection responsibility.

5. **Tailor Suppression Assistance to the Values at Risk**

Limited and specialized assistance may be provided to a cooperative county by the land office on verbal concurrence of the County Firewarden or County Commissioners. **(Full project fire assistance must be from the County Commissioners and followed up by a written request within 48 hours.)** It should be well understood by the county that DNRC resources are available to them at all times on a limited assistance basis. This assistance may be with personnel and/or equipment.

6. **General Guidelines**

The following points have been listed as a general guideline for Department overhead and land office personnel that are assisting cooperative counties in fire suppression. In addition, refer to the 600 Manual, Section 604 – Appendix #2 – Cooperative County Fully Committed Guidelines.

a. Many county fires have developed into uncontrollable project fires because of the lack of adequate fire resources or knowledge by fire suppression crews or personnel. Not all county personnel involved in fire control have experience or received sufficient fire training for extreme fire situations.

   These deficiencies (lack of adequate fire knowledge and fire training) may result in the construction of inadequate firelines that (a) may not be fully connected or anchored; (b) may be too narrow; or c) are too far from the edge of the burning fire. Such deficiencies in line building allow the fire to creep, or be carried by the wind, out of its present burn area. Wherever possible, it should be stressed to county personnel that crews make absolutely sure lines are anchored and tied together, and that mop-up is adequate to keep the fire from spreading beyond the established control lines under normal weather conditions. The importance of follow-up patrols on a regular basis should also be emphasized. The Basic, Intermediate and Advanced Wildland Firefighter training program is available to all cooperating counties.

b. The initial order for personnel and equipment will be approved by the Land Office. If the land office is unsure as to needs, a County Fire Advisor should be requested immediately to assist.

c. A County Assistance Team will be used on project county fires when practical. Due to limited personnel and prior commitments of team members, other trained overhead team members may be used. Assignment will be on a case-by-case basis.

h. If a volunteer fire department or other volunteers are helping in the suppression activity, a coordinated effort should be made by the County Fire Incident Commander to maintain volunteers on the fire through split 24-hour shifts. If specialists such as sawyers, dozer operators, truck drivers, etc., are needed on the fire, they can be put on the state payroll.

i. An Agency Representative should be ordered as part of any interagency team that may be on a county fire and/or where the potential exists for county resources to become involved in the suppression effort.

j. Any fires occurring in areas of cooperative county protection should be monitored closely where fire spread may cross agency protection boundaries. Fires spreading across agency boundaries may involve sharing of costs associated with the suppression efforts. Agency representatives should be consulted as soon as a threat is determined on their jurisdiction.

C. GUIDELINES FOR COOPERATIVE LAW ENFORCEMENT AGREEMENTS

1. **Issue #1: Reimbursement for Incident/Fire Emergencies**

Under what circumstances are local law enforcement agencies eligible for reimbursement from fire suppression funds for fire-related activities?

Discussion: During emergencies, the DNRC may reimburse the Cooperator for the costs incurred as a result of providing requested assistance. Reimbursement will be limited to actual costs associated with the declared emergency and which, have been ordered by the DNRC, with an assigned Resource Order Number. The DNRC also agrees to reimburse the cooperator for any additional overtime expenses incurred by the Cooperator as a direct result of officers working fire assignments under this Agreement. Reimbursement requires Line Officer approval. Costs incurred prior to issuance of a Resource Order will not be reimbursed.

	Situation	Guideline (s)
3	Incident management team requests your assistance with public safety functions.	Document the request, including what functions are needed, why, who will perform them and who will pay for them. Initiate a resource order or service agreement.
4	Local authorities feel some public safety functions are necessary, but the incident management team does not.	Reimbursement from fire suppression funds is probably not going to be approved.
5	Transition between incident management teams.	Review current requests, agreements and orders with the new team. Revise as necessary.

Be very specific with agreements and resource ordering. If non-sworn personnel such as dispatchers, support staff and search & rescue will be used in the field you will need to determine in advance if related expenses are allowable. The same goes if you expect reimbursement for equipment use.

2. **Issue #2: Reimbursement for Enforcement of Restrictions And Closures**

Under what circumstances are local law enforcement agencies and local or state road/transportation departments eligible for reimbursement of assistance rendered in the enforcement of activity restrictions and area closures related to the wildland fire danger?

Discussion: Restrictions and closures are an emergency administrative action initiated for fire prevention and public safety purposes. They are normally reinforced by the issuance of an emergency proclamation or disaster declaration by principal executive officers (governor, board of commissioners or mayor).

Guidelines:

Review current cooperative law enforcement or mutual aid agreements for any language addressing this issue.

more vague with the encroachment of structural developments into what were exclusively forest or wildland areas. This mixture of wildlands and developments has become quite extensive throughout Montana and has been labeled the "Wildland/Urban Interface (WUI)." This rapidly expanding area has created significant fire management problems for all agencies with natural resource fire protection responsibilities.

B. WILDLAND FIRE PROTECTION:[1]

The Department of Natural Resources and Conservation's mission has been the protection of the natural resources of the state from wildfire. DNRC's primary mission is protection of those state and private classified forest lands lying within our protection boundaries.[2] Large tracts of federal lands within DNRC protection boundaries are also being protected through contract or offset. Although "forest fire protection" has been our primary responsibility for several years, this responsibility has been redefined to a broader one of "wildland fire protection." Wildland fire protection is a more inclusive term for both forest and range lands and more closely defines our role as a natural resources fire protection agency.[3] Our current program direction is to take suppression actions that are both offensive and defensive on farm, range, forest, watershed, or other uncultivated lands in private and public ownership. DNRC accomplishes its mission of protecting these private and public lands through a combination of three primary methods. These methods are labeled as direct, contract, and state/county cooperative fire protection. These methods are described as follows.

1. **Direct Protection**--This type of protection is handled directly by DNRC. Prevention, pre-suppression and suppression work are all considered DNRC direct fire protection responsibility. DNRC hires personnel and purchases equipment necessary to fulfill wildland fire protection responsibilities for assigned lands.

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[1] MCA 76 -13-104. **Functions of the department.** (1) the department has the duty to ensure the protection of land under state and private ownership and to suppress wildfires on land under state and private ownership.

[2] MCA 76-13-102. **Definitions.** (14) "Wildland fire protection" means the work of prevention, detection, and suppression of wildland fires and includes training required to perform those functions.

Protection, in this case, includes prevention, detection, and suppression and are defined as follows:

1. Prevention--Activities directed at reducing the number of fires that start, including public education, law enforcement, and engineering methods to reduce fuel hazards.

2. Detection--The act or system of discovering and locating fires.

3. Suppression--All the work of extinguishing or confining a fire beginning with its discovery. Suppression action may take the form of either defensive or offensive.

[3] MCA 76-13-136. **Cooperative agreements with owners and lessees of land for fire protection and conservation.** (1) For the purpose of more adequately promoting and facilitating the cooperation, financial and otherwise, between the State and all of the public and private agencies or individuals therein, the department of Natural Resources and Conservation may cooperate with owners or lessees of farm, range, forest, watershed, or other uncultivated lands in private and public ownership for the protection from fire of the cultivated agricultural crops or natural resources existing or growing thereon and also in the conservation and perpetuation of such lands and resources, including the prevention of soil erosion and the regulation of stream flow.

protection for the duration of the wildfire threat. Until qualified structural services have arrived at the fire scene, DNRC personnel shall limit their actions on structural fires to:

1. **Activities Necessary For The Immediate Protection or Saving of HUMAN LIFE**--The protection of human life shall only be attempted by DNRC firefighters when such suppression activities will not jeopardize the lives of the firefighters. DNRC firefighters will **not** enter the interior of any burning structure and may only conduct defensive structural suppression actions.

2. **Defensive Suppression Actions Intended to Contain The Fire to the Structure Involved**--These actions are confined to the **exterior** of the structure only. **NO** offensive interior suppression actions will be undertaken by DNRC firefighters. The primary focus of DNRC firefighting forces shall be to prevent the fire from spreading to nearby wildlands by restricting or confining it to the structure. DNRC firefighters will conduct defensive suppression actions involving structures only to the extent they can be performed safely. Firefighters should be made aware that structures may contain unseen highly hazardous materials that may explode violently or produce toxic fumes and/or smoke.

3. **Defense of The Structure Prior to Ignition From an Approaching Wildfire**--Defensive actions will be carried out safely and ensure that firefighters lives are not placed in danger to save a structure. DNRC firefighting personnel may attempt to defend a structure from destruction from the outside (exterior) utilizing various tactics. These tactics may include spraying water or foam on the structure, burning out from existing or established control lines, and clearing fuels/materials from around the structure to make a "defensible space" to protect the structure from an approaching wildfire. Tactics used will be within the capabilities of DNRC wildland firefighting personnel and equipment. Wildland incident commanders may sacrifice wildland acres in the defense of improvements, utilizing wildland suppression equipment, if they feel these actions will not jeopardize their overall wildland suppression strategy. Again, at **NO** time will DNRC firefighters put themselves in danger to defend a structure.

damage by wildfires. State and federal forestry or land management and some local government agencies normally provide wildland fire protection with specially trained and equipped personnel. Various taxing authorities and fees fund this service. (If a fire protection agency is routinely called upon to fight wildland fires, they are usually trained and equipped to do so. The problem arises when personnel from an agency are called upon to fight fires for which they are NOT equipped or trained.)

4. **Structure Fire Suppression**–Defined as interior or exterior actions taken to suppress and extinguish a burning structure or improvement associated with standard structure fire protection, equipment and training.

   Structure fire suppression is the responsibility of local government entities, although there are some locations in the Northern Rockies Geographic Area where there is currently no structural fire agency in place.

   Federal and state fire agencies, as a general rule, do not have the authority, training or equipment to engage in structure fire suppression actions. Two agencies (National Park Service and Bureau of Indian Affairs) have limited capability and authority to conduct structure suppression operations related primarily to buildings owned or protected upon lands administered by those agencies. Certain tribal entities may have additional capability and authority on tribal lands.

   Federal and state fire agencies with wildland fire protection authority and capability can and will **support structure fire suppression** operations within their jurisdictional areas of wildland protection. **Support** is defined as applying water, foam or retardant in an exterior attack only (ground or aerial delivery) on a burning structure or other actions such as hauling water or pumping operations. No interior attack can be conducted (NPS/BIA tribal exceptions).

5. Federal and state agencies with wildland fire protection authority and capability can and will provide **structure fire protection** on wildland fires both on or off of lands administered or protected through agreements by those agencies. The distinctions made here recognize a closest forces concept on all wildland fires, a resource ordering system that dispatches fire personnel and equipment to other jurisdictions and agreements that exchange fire protection responsibilities among cooperators. Included are mutual aid provisions to support one another and preplanned dispatch protocols that move agencies resources between jurisdictions. In that regard, all participating agencies will take safe and appropriate tactical suppression actions to keep a wildland fire from igniting

Idaho: local fire organizations) have primary structure responsibility within their defined jurisdictional areas. Local agencies should not be reimbursed for performing their responsibilities within their jurisdiction.

3. Local agencies may be reimbursed by the wildland agencies when performing beyond their responsibilities (and within qualifications) or outside their jurisdiction, as determined by the incident commander/agency representative and guided by provisions of local operations plans.

4. Use existing agreements, operating plans and established ordering procedures to order structure protection resources.

5. Incident resources, whether reimbursed or at no cost, incur support costs (food, lodging, fuel, tools, etc.) that must be considered and documented in the development of any cost share agreement.

6. The management of any wildfire that burns or threatens the protection area of more than one fire agency (federal, state, or local, including fire protection districts) will include these other agencies in the incident management. This is accomplished through participation as a unified incident commander or as an agency representative or a coordinated delegation of authority between affected jurisdictions.

7. One agency cannot financially commit another agency (federal, state, county or district) without the knowledge and consent of the committed agency.

8. Agencies responding to requests for assistance need to know, at the time of dispatch, if the cost of their response will be reimbursable or free to the requesting agency. Incident commanders, as well as requesting and responding agencies (through dispatch centers) must communicate and document the basis for payment of resources requested for the incident.

9. Cost-share agreements should be used to document apportioned costs.

HOMEOWNER PROPERTY PROTECTION FORM

In some cases, homes can be defended against an approaching wildfire if fuels modifications around the structure are performed in advance of the imminent threat. Activities such as felling trees, removing brush and creating a fuel break around a structure can provide additional protection. This release form provides direction to firefighters about the activities they can or cannot do on your property as protective measures against wildfires.

This release is voluntary; by signing it you are giving fire officials direction to either proceed or not with modifications to the landscape immediately surrounding your home, structure, or property.

If the threat of fire is imminent and life safety becomes an issue, action may be taken on your property for human safety and local property protection.

There is no guarantee that any of these measures will be successful; they are an additional effort to provide protection.

NAME: _____

PHYSICAL ADDRESS: _____
(This is the address of the property where fuels modification would occur.)

CONTACT TELEPHONE NUMBERS _____(1) _____ (2)

_____ ***UNABLE TO CONTACT PROPERTY OWNER***

_____ ***I hereby authorize the fire personnel to perform fuels reduction activities on my property as an attempt to protect my home from a wildfire. I understand that this involves landscape modification, including tree removal, brush clearing and activities creating a fuel break on my property. I understand that performing these actions does not guarantee protection of my property from damage or loss due to wildfire.***

_____ ***I DO NOT*** *authorize any fire personnel to perform fuels reduction activities on my property. I understand without allowing such activities my home and property may be at a greater risk of loss or damage by wildfire.*

_____

Signature Date

5. Once a fire has been turned over to railroad crews, periodic checks should be made to ensure proper and complete mop-up. If a fire is not mopped up properly, and railroad crews have left the fire, the railroad will be notified immediately to continue mop-up. The DNRC squad would remain on the fire until the railroad crew arrived back on the fire. The state expenses in this case would be added to the fire report. If the fire has been properly mopped up, or if railroad crews are still working on the fire and it is confined to the owned right-of-way, no charge will be made for the patrol time.

6. If a fire escapes from the railroad-owned right-of-way while their crews are on the fire, or if it escapes due to improper mop-up, DNRC squads will attack, control and mop-up the entire fire, including that portion within the owned right-of-way boundaries. A complete fire incident report should be filed listing the charges to be used in a billing action to the railroad.

7. Prompt suppression action should be taken to control **all** fires during periods of dangerous spread conditions. Local contact with the various railroads will provide the land office with the instruction necessary to decide whether local railroad forces are able to control any given fire situation. Those fire situations that the railroad is not able or willing to handle will be handled by the DNRC or other local agencies. A strong local land office program of implementing the "Guidelines for the Prevention of Railroad Fires" should also substantially reduce our railroad fire problem.

Note: *Montana Rail Link (MRL) has requested that we notify them, within a few days, of any fires that we become involved with which have been started by their operations. They would like to know where the fire occurred (nearest mile post marker number is sufficient) and what kind of resources we used in the suppression effort. They would also like to know what are estimated billable costs to them are so that they may begin to earmark funds in anticipation of our bill.*

If you respond to a railroad fire that is billable to MRL, please contact the following in writing:

Chief Engineer
Montana Rail Link
201 International Way
P.O. Box 8779
Missoula, MT 59807

or contact the "Roadmaster" with whom you normally deal with in matters pertaining to MRL.

Reference section 951(H) for a listing of the other railroads we have agreements with and the telephone numbers for contacting them during emergencies.

Protection with overlapping jurisdiction, LGF may be reimbursed after the first twenty-four hours on an incident. Reimbursement within the first twenty-four hours must be specifically provided for in the Annual Operating Plan (AOP), Mutual Aid Agreement (MAA) and/or formal contract.
Examples of items that could be addressed in the annual operating plan include initial attack agreements and/or contracts for the early and late fire season when DNRC staffing does not allow for an appropriate response, authorization to hire LGF resources to remain on an incident after the LGF standards have been met, agreement on roles and responsibilities for extended attack and project fires, mutual aid, and pre-suppression severity availability.

2. **Presuppression**

Presuppression severity availability may be approved when the planning level requires a measured increase of the available resources required to respond in a timely manner to avert loss to life and natural resources. LGF may be provided presuppression severity reimbursement within their jurisdiction when the LGF is clearly performing the DNRC's mission.

Examples:

Hiring the appropriate number LGF **personnel** (EFFs) to staff a fire station to be prepared to respond to a wildland fire incident that is within DNRC's jurisdictional responsibility (PL 4 or 5). The LGF personnel will be in pay status for the duration of the period they are performing DNRC-assigned duties. The LGF will not be reimbursed for apparatus until it is dispatched to a wildland fire incident as per the suppression guidelines above. The apparatus must have a pre-existing EERA and will be reimbursed as per IIBMH. In this scenario, these individuals may be available to respond to incidents other than wildland fires that are within the LGFs responsibility, providing that the LGF and the DNRC have agreed on a plan that clearly outlines items such as notification, backfill, and ensures the individuals are removed from pay status for the duration of these types of incidents.

LGF resources (personnel and apparatus) hired to bolster DNRC capabilities when pre-suppression severity availability is approved (PL 4 or 5) will be reimbursed at the full rate providing that these resources are under the control of the DNRC and are performing the DNRC's mission. These resources may be released to respond to incidents that are the responsibility of the LGF. The DNRC may backfill with other available resources and has no responsibility to rehire the LGF.

3. **County may request FEMA fire management assistance grant through the State.**

   a. State must meet threshold costs.

   b. DNRC, on behalf of county, submits fire management assistance application to FEMA.

   c. County submits subgrantee application (FEMA Form 90-133, Nov 02) to State within 30 days of closure of incident period.

   d. If DNRC grant were to be approved, the county as subgrantee would be eligible for reimbursement of 75% of eligible costs.

Reimbursement of Local Government Forces within their Jurisdiction applies only to Wildland Fires in Areas within DNRC Direct Protection and only when it is identified in the Annual Operating Plan or other agreements identified above, or it exceeds the 24-hour commitment.

940 PERSONNEL

941 FEDERAL CREWS

A. JOB CORP CREWS

The Anaconda Unit **only** may utilize the Anaconda Job Corps organized fire suppression crew as a local resource. Any requests by MDC for use of the Anaconda Job Corps crew off of the Anaconda Unit are not authorized unless coordination has gone to the Dillon Dispatch Center.

942 OVERHEAD AND TEAM INFORMATION

A. DNRC COUNTY ASSISTANCE INCIDENT MANAGEMENT TEAM--TYPE III POOL PERSONNEL

The personnel identified are qualified and approved to fill the listed positions for the County Assistance Team (CAT). Reference the red card qualifications for personnel approved to fill the various positions on the CAT. Individual home offices have agreed to allow their personnel to fill various positions, upon request, on the County Assistance Team. The CAT is to be used primarily on the Eastern, Southern and Northeastern Land Offices for smaller Type III fire incidents. (For more detail see the CAT Annual Operating Plan.)

B. QUALIFIED PERSONNEL FOR COUNTY FIRE ADVISOR, AGENCY REPRESENTATIVE, PROCUREMENT UNIT LEADER, STRUCTURAL PROTECTION SPECIALIST, AND DNRC LINE OFFICER REPRESENTATIVE

The following definitions are listed within the "100" Fire Administration Manual and have been repeated and expanded on here for quick reference.

1. **County Fire Advisor**

The DNRC County Fire Advisor (CFA) will work with the county incident commander in an advisory capacity, making specific recommendations as to manpower and equipment needs on fires and providing advice on how to better organize and utilize existing forces. The advisor is required to be familiar with the county cooperative fire program and have prior training and experience in both timber and grassland fire behavior. The minimum fire qualification for the CFA is Division/Group Supervisor.

2. **Agency Representative**

An individual assigned to an incident from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agency's participation at the incident. Reports to the incident liaison officer.

c. With the identified local public safety officials, identify the existence and adequacy of emergency plans to protect threatened risks. Facilitate improvements to existing plans as needed. Recommend changes or additions to the Incident Management Team (IMT) organization through the Plans Chief to the Incident Commander which best facilitate integration of local emergency resources with the IMT. Work with local officials to integrate incident management activities and resources as appropriate.

d. Where no local Fire Chief or other responsible agency exists, develop contingency plans for protection of at-risk structures and other developed resources. Generally this will include coordination with other available public safety officials.

e. Provide advice to Operations on structural protection tactics, resource needs, capabilities and limitations. Assist the Operations Section Chief and Division/Group supervisors in the integration of structural resources with wildland resources.

f. The Structural Protection Specialist may assume an Operations role in the following situations:

   1) The release or threat of a hazardous material or the discovery of a hazardous materials dump site.

   2) The occurrence of a mass casualty incident which requires the immediate mobilization of emergency medical resources. A mass casualty incident is generally defined as having 5 or more critically injured patients or ten or more patients injured.

The Structural Protection Specialist works closely with the Situation Unit Leader, Fire Behavior Analyst, Safety Officer, the Operations Section Chief and the Liaison Officer in the accomplishment of tasks.

Qualifications--Qualifications and training for a "Structural Protection Specialist" would consist of two parts: Wildland and Structural. There would be a minimum of three (3) types for the Operations Section.

4. **Agency Administrator (Line Officer)**

Defined as a DNRC employee who verifies expenditures and is responsible to the Line Officer. The Line Officer Representative is to be cognizant of all activities on the incident, with the on-ground responsibility to request cost efficiency changes and direction for the Agency Line Officer after communication to the Incident Commander during major fire suppression activities. The Line Officer Representative must be Division/Group Supervisor or Type 2 IC/Chief qualified. This position was formerly called Comptroller by DNRC.

On all Area Command, Type I - V incidents within DNRC jurisdiction, the Area Manager will be the Agency Administrator (Line Officer).

For Type II - V incidents occurring on DNRC jurisdiction, the Unit Manager may be assigned the Agency Administrator (Line Officer) duties. For County Coop jurisdictional incidents, the Area Manager will be in joint operations with the County Commissioners.

Standard--The Agency Line Officer is the official responsible for administrating policy on an Area and having full authority for making decisions and providing direction to the incident organization. Also known as the "Agency Administrator," the DNRC Area Manager is the Agency Line Officer for all DNRC direct protection incidents and the Unified Line Officer with the County Commission on county-assist incidents. The DNRC Area Manager may elect to delegate Line Officer responsibility to a Unit Manager on the Area for Type 2-5 incidents. In performing the duties of a Line Officer, the Area/Unit Manager may request the assistance of a Line Officer Representative.

Guidelines & Duties

a. Oversees the legal and efficient use of funds and resources including materials, equipment and personnel.

b. Oversees and provides advice relative to the efficiency and effectiveness of accomplishing business administration duties.

c. Arranges for assistance in applying state policy for activities such as law enforcement, public safety, property administration and accountability, civil rights claims, systems needs, fiscal and personnel management.

d. Attends planning sessions to keep informed on planned incident actions and provides assistance as needed.

e. Provides daily briefings to the Agency Line Officer.

f. Advises the incident commander of major business administration issues; advises alternatives for corrective action.

Areas of Review

a. Business management activities to assure compliance with legal and fiscal requirements and efficient use of resources.

   (Note: Business management activities can and should include property management, law enforcement, computer services and civil rights as well as the functions under the control of the Finance Section Chief.)

b. Job responsibilities and assignments to assure compliance with approved standards, including agency policy.

c. Operations on incident to identify waste, duplication and unnecessary expenditures.

d. Indicated need for Incident Business Advisor (IBA) and order as necessary.

e. Request justification when selecting suppression alternatives other than the least costly alternative.

Line Office Representative Minimum Qualifications

a. Division/Group Supervisor or Type 2 IC/Chief.

b. Complete Department Fire Finance Training (S-260).

c. RT-130 Annual Refresher and Light Pack Test.

- Snacks available in camp
- Major supplemental food ordering
- Orders for overhead going out of Region (e.g., Texas check-in recorders)
- No local personnel assigned to dispatch
- Downsizing IMTs as functions are completed

D. INTERAGENCY FIRE TEAM COMMITMENT

DNRC has agreed to participate in the Northern Rockies Incident Management Teams (IMTs). DNRC includes local government personnel who participate on IMTs. The level of participation by DNRC needs to be based on the use of teams by DNRC on its protection (Direct and County Co-op Protection). Table 1 shows DNRC utilized 13 percent of the IMT assignments from 1999-2008. Table 2 depicts a ten-year average for the number of DNRC team members deployed with in the Northern Rockies Geographical Area.

Table 1
1999- 2008 Year Totals
Northern Rockies Team Assignments within
the Northern Rockies G.A. by Using Agency

Incident #'s	Agency	Percentage
13	BIA	5.1%
13	BLM	5.1%
32	DNRC	12.6%
2	FWS	0.8%
11	IDS	4.3%
7	NPS	2.8%
170	USFS	67.2%
5	Preposition	2.1%
253	TOTAL	100%

E. FIRELINE TECHNICAL SPECIALIST REQUIREMENTS (INCLUDING FALLERS, DOZER AND PATROL OPERATORS)

Northern Rockies Coordinating Group (NRCG) policy adheres to 310-1 standards (January 2000 version), in which state technical specialist personnel have the option of being line-certified when their skills are needed on the fireline. Introduction to the Incident Command System (ICS) (I-100); Firefighter Training (S-130); and Introduction to Fire Behavior (S-190) are required for line certification. Additionally, a physical fitness standard of "Light" and Standards for Survival are required. If a technical specialist is not line-certified, they may travel to the line when accompanied by a person who is line-certified, but must also meet the physical fitness standard of "Light" and have received Standards for Survival.

This policy may be met by 1) using agency line-certified and trained technical specialists; or 2) hiring technical specialists who have the necessary professional skills, meet the physical requirements, are provided Standards for Survival and have adequate supervision; or 3) hiring non-agency technical specialists who have the necessary professional skills and the line qualifications required by 310-1. Adequate supervision is attained by providing enough technical specialists to maintain the appropriate span of control or by providing line-qualified individuals to accompany the technical specialists where the span of control is too large for the available technical specialists. Deployment of technical specialists on incidents without meeting the intent of one of these conditions is unacceptable in the Northern Rockies Geographic Area. All fireline technical specialists will be outfitted in full wildland personal protection equipment (safety hat, fire shirt, fire pants, fire shelter, etc.)

F. KEY MANAGEMENT POSITION TABLES (CONSISTS OF QUALIFIED AND CAREER DEVELOPMENT INDIVIDUALS).
(All tables edited per Land Office input.)

FORESTRY DIVISION

DNRC LIAISON	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE MANAGEMENT OFFICER	INCIDENT BUSINESS ADVISOR	PUBLIC INFORMATION OFFICER	MAC GROUP REP.
Klemann	D. Williams			Clark	Short	Monzie
Monzie	Klemann					Suenram
Suenram	Monzie					
	Crosmer					
	Suenram					

* Denotes developmental position.

SOUTHWESTERN LAND OFFICE

DNRC AGENCY REP	COUNTY FIRE ADVISOR	AREA OR UNIT LINE OFFICER	AREA FIRE MANAGEMENT OFFICER	INCIDENT BUSINESS ADVISOR	PUBLIC INFORMATION OFFICER	SW ZONE MAC GROUP REP.
O'Herron	Meyer	O'Herron	Hall	*Farmer	Koppen	Hall
Hansen	Calnan	Hansen	Williamson	*Mullins	Super	Williamson
Robbins	Clark	Hall	Hansen	*Bucklin	Baker	Meyer
Storer	Burwick	Baker	Meyer	*K. Vaughn	Hall	Hansen
Hayes	Carlson	Storer	Hayes		O'Herron	Calnan
Baker	Parks	Hayes	Calnan			Hayes
Nelson	*Williamson	Robbins	*Burwick			*Burwick
Hall	*C Hansen	Nelson				
Calnan (u)	Storer	Calnan (u)				
Cyr (u)	Hayes	Meyer(u)				
Meyer (u)		Cyr (u)				
*Clark (u)		*Clark (u)				
*Helena (u)		*Helena (u)				
*Jacques (u)		*Jacques (u)				

* Denotes developmental position.
(u) Denotes Unit.

CENTRAL LAND OFFICE

DNRC LIAISON	COUNTY FIRE ADVISOR	RURAL FIRE SPECIALIST	AREA OR UNIT LINE OFFICER	AREA FIRE MANAGEMENT OFFICER	INCIDENT BUSINESS ADVISOR	PUBLIC INFORMATION OFFICER	ZONE MAC GROUP REP.
Egan	Hamilton	Hamilton	Huston	Archie	McKay	Multiple EFF's	Archie
Campbell	Kroll		Copple	Huston	*Svoboda		
Archie	Archie		Eneboe	Copple			
Eneboe	Campbell		Campbell	Hamilton			
	Eneboe		Archie				
	Huston		Egan				
	Copple						

* Denotes developmental position.

943 PERSONNEL MANAGEMENT

A. AREA FIRE DUTY OFFICER ROLES & RESPONSIBILITIES

Fundamentally, the role of the Area Fire Duty Officer is to represent the Area Manager within the fire program. Representation of the Area Manager within the fire program is necessary to provide adequate decision-making authority in a timely manner when the need arises. This position is necessary to meet the needs of the potential 24hour/7days per week nature of the emergency responsibilities within the fire program. At higher preparedness levels or when other indicators necessitate, there is a critical need for a DNRC contact 24 hours per day. As the need for a State contact and decision maker increases (defined by our Preparedness Level scale or other indicators), the availability of a Duty Officer should also increase. Examples of decisions that may be asked of the Area Fire Duty Officer include:

- Policy questions related to the fire management program or state laws. (This may range from what fire number we use, to what are the procedures when we have a fatality in the line of duty.)
- Fire priority setting in a multiple fire scenario with limited suppression resources.
- DNRC assistance to cooperating counties.
- Incident complexity analysis.
- Appropriate response assured for all levels of incidents.

A key area of responsibility for the Area Fire Duty Officer is communication. Along with keeping informed on fire activity throughout the Land Office protection/support area, the duty officer will need to coordinate with the various cooperating agencies and the private sector. The Duty Officer also provides information and acts as a liaison with the State Fire Coordinator, the State Forester, the Department Director, and sometimes even the Governor.

There are several general areas of focus for the Fire Duty Officer. The following list is not an inclusive list but provides examples of the many areas that may need attention.

1. **DNRC Direct Fire Protection**: The Duty Officer will need to set and/or adjust the Land Office Preparedness Level in the absence of the Deputy Area Manger-Forestry/Area Fire Program Manager. The Duty Officer must assure adequate readiness at all locations, monitor and advise suppression efforts for needed assistance, and maintain communication with Unit Duty Officers and Dispatch centers, as well as Assist as needed with priority setting of shared resources, especially the helicopters and patrol planes, and assure adequate and accurate public information related to fire incidents.
2. **Support**: Assistance on completion of the Incident Situation Assessment or the Wildfire Decision Support System (WFDSS), IMT briefings and writing Delegations of Authority are usually needed for large fire support. Additionally, there may be a need to implement restrictions and closures,

2. Assuring an adequate fire response given current and expected fire conditions.
3. Assuring appropriate level of command for the given fire situation.
4. Providing for timely and complete fire complexity analysis to assure adequate response.
5. Assist dispatch or the IC with local knowledge or prioritization for multiple fire situations.
6. Communicating work schedules, resource status, and contact means for Unit resources.
7. Coordination of extension of hours for crews with dispatch centers.
8. Contact point for Co-op. County for fire suppression assistance.
9. Notification of Unit Manager and/or Unit Fire Supervisor of fire activity.
10. Communication with the Land Office Duty Officer for assistance needs, resource status, or simply for fire activity updates.

Job aids for Unit Duty Officers:

1. Unit Mobilization Plan and Chart.
2. Unit Duty Officer Kit or Notebook.
3. County Fire Plans.
4. Fire Program Manuals, 100-1500.
5. Applicable Annual Operating Plans with cooperators.

C. DNRC SEASONAL FIREFIGHTER GENERAL DUTIES

These guidelines will apply to all crew members. They will provide crew members with an understanding of what is expected of them by the State.

1. Proper work clothes will be worn while on the job. (See Seasonal Employee Clothing Guidelines.)
2. While on patrol crew members are expected to:
   a. Clear and brush out roads and trails.
   b. Check state signs for corrections, repair, or replacement. Brush out for visibility.

b. Ready to serve in fire suppression efforts.
The determination as to whether this time is to be compensatory is dependent on a variety of factors and circumstances that the following guidelines will assist in defining. State law, Montana Code Annotated (MCA) 76-13-104. Functions of department -- rulemaking. (1) (a) The department has the duty to ensure the protection of land under state and private ownership and to suppress wildfires on land under state and private ownership. MCA 76-13-202. Means by which department may provide protection. The department may provide for wildfire protection of any wildlands through the department or by contract or any other feasible means, in cooperation with any federal, state, or other recognized agency. Title 39 of the MCA contains Statutes 39-31-303 and 39-2-404 authorizing the Department to direct the affairs of its employees and for employees to comply with the directives of the Department. MCA Statute 39-4-107 authorizes the normal eight-hour work day and 40-hour work week to be extended in the event of fire emergencies. Department and Division policies on Compensatory and Overtime (DNRC 3-0210) and Alternate Work Schedules (DNRC 3-0220) define when both exempt and covered employees will be compensated for hours worked in excess of the normal eight-hour duty day or 40-hour work week.

2. **Definitions**

On Call--non-paid status used to designate DNRC employees who are required to respond to wildfire or other emergency situations. For the purpose of these guidelines, on call is synonymous with call out. Call out is further defined in most union contracts.

Response Time--amount of time it takes the employee to arrive at a designated location to begin assigned duties.

Standby--a paid status used to maintain personnel and equipment in a readiness mode for immediate response or duty.

Work Scheduling--management practice used to establish an employee's normal work week.

3. **Response Requirements**

The requirements of the fire suppression function make it necessary to contact personnel as quickly as possible to respond to a fire request. The response time requirements may vary with the degree of the fire danger present, which in turn is dependent upon the time of year or weather conditions. During extremely low fire danger conditions, response requirements may be extended. This is obviously true during the winter months when snow or significant moisture has occurred throughout the State. As fire conditions build, the Department network for contacting

placed in a pay status. When possible, personnel should be made aware of their on call status well in advance so that it provides minimal interference with personal pursuits. This will allow the employee to schedule those types of personal activities that can be conducted around the limitations imposed by the on call status. Weekend on call status during the fire season should be rotated between affected personnel and scheduled well in advance to minimize disruptions to planned family events and to maintain fairness. Personnel will not be placed in on call status when standby is more appropriate. Employees are free to do as they wish as long as they make appropriate provisions to receive notification and report for fire suppression duty within the allotted response time. On call status should be rotated among employees so no employee is overburdened. Employee requests to volunteer for on call status should be considered.

d. Personnel Contact

1) A telephone is the primary means of contacting individual(s) but limits the physical freedom of an employee. Cellular telephones extend an individual's contact range but restrict the individual to the vicinity of the cells and are fairly costly. The cellular telephone is a viable option where other less costly communications means are not available.
2) Pagers and portable two-way radios allow the employee to extend what is considered to be their home contact range before a call in is required. Pagers have the advantage of being lightweight and easy to carry, but depend on other communication means for response to a call. Portable radios are normally much more bulky, but have the definite advantage of providing the capability of immediate verbal response to a call.

These guidelines will be followed unless they conflicts with negotiated labor contracts that shall take precedence to the extent applicable.

E. WORK CAPACITY STANDARDS

1. **Refer to Wildland Fire Management Training Manual (1100 Manual) 1180.8 – Work Capacity Test Requirements for Fire Activities**

2. **Personnel Required to Meet Standards**

All DNRC permanent and seasonal employees who are expected to be involved in fire control activities will be expected to achieve and maintain the necessary aerobic fitness score for the wildland fire job they fill per the NWCG Wildland Fire Qualification System Guide (NWCG 310-1).

Personnel involved in on-line fire control activities, primarily Operations Section personnel, will be required to meet the physical fitness requirements for **ARDUOUS** working conditions. (See NWCG 310-1 for a complete list)

F. DNRC FIRE AND AVIATION MANAGEMENT PHYSICAL FITNESS TRAINING POLICY

The current fitness and work capacity standards require all fireline qualified personnel to meet one of three levels of fitness: arduous, moderate, or light. These standards were established by the National Wildfire Coordination Group, the University of Montana's Human Performance Laboratory, and Missoula Technology and Development Center and have been adopted by Montana DNRC within the Wildland Fire Suppression (900) Manual.

Workout programs for wildland firefighters are published in the Fitness and Work Capacity 2009 Edition and online at the FireFit website. These exercise programs are divided into three modules: pre-season, fire season, and post-season fitness, and incorporate all aspects of fitness and wellness. Each year the qualified employee will pass the appropriate level work capacity test. State employees that are fireline qualified are encouraged to participate in a health-related fitness program including aerobic, flexibility, and muscular fitness.

In order to have a balanced work-out program and ensure mitigation of injuries, purchasing of exercise equipment by Area and Unit offices, is highly recommended. Examples of appropriate exercise equipment may include: treadmills, step benches, stepping machines, stationary bicycles, rowing machines, arm cycling ergometers, cross-country ski machines, and heart-rate monitors. Strength exercise equipment may include: pull-up bars, dip bars, and free-weights such as barbells, dumbbells, and supine or adjustable incline bench press with safety pins, and stack -type machines

The aim of this physical fitness policy is to encourage fitness by providing some time for exercising in order for employees to improve performance of physically demanding tasks, and to reduce and manage injuries. Up to one hour for physical training may be provided each work day for employees who are required to meet the arduous level of fitness for their wildland fire qualifications. All physical fitness training is dependent upon work load and fire activity. The fitness program should

combination weight rating or a gross combination weight of 26,001 pounds or more, whichever is greater, inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; (ii) has a gross vehicle weight rating or a gross vehicle weight of 26,001 pounds or more, whichever is greater; (iii) is designed to transport at least 16 passengers, including the driver; (iv) is a school bus; or, (v) is of any size and is used in the transportation of hazardous materials as defined in 61-8-801."

In addition, the Motor Carrier Safety Act of 1986, PL99-150, requires each state to begin licensing drivers of "commercial" vehicles. These vehicles are defined as all vehicles with a gross vehicle weight rating of 26,001 lbs. or more, all buses designed to haul 15 passengers or more (including the driver) and all vehicles hauling hazardous materials with a gross vehicle weight rating of 10,000 lbs. or more.

b. Montana State Requirements

Montana Code Annotated (MCA), Title 61, Motor Vehicles contains revised language which implements the provisions of the Federal Act. The law changed the basic definitions of licensing by doing away with the terms operator and chauffeur, and substituting the term "driver's license." The "driver's license" entitles the holder to operate all vehicles except those mentioned above (commercial vehicles and motorcycles). Persons wishing to operate a commercial vehicle must possess a commercial driver's license, while a person wishing to operate a motorcycle will be required to get an "endorsement" to their driver's license authorizing them to do so. An endorsement is a notation placed on the driver's license indicating that the driver is qualified to operate the type of vehicle that the endorsement covers.

Section 61-5-112 of the MCA sets forth the types and classes of commercial driver's licenses.

Interstate Commercial Driver's License (Nationwide) - Authorizes operation of a Commercial Motor Vehicle in interstate commerce. To get an Interstate Commercial Driver's License, a medical certificate is required by federal regulations and must be submitted with your application. The certificates are available from most medical doctors, or employers. This certificate must be updated every two years, and a commercial vehicle may not be operated in interstate commerce unless the driver has in their possession a current medical certificate.

Intrastate Commercial Driver's License (Montana Only) -
A Type 2 commercial driver's license is for those who operate only in Montana (intrastate). It authorizes operation of a Commercial Motor Vehicle within the State of Montana but does not include vehicles operated solely within the State of Montana which are engaged in "interstate commerce."

Passenger Vehicles – Endorsement is required in Group A, B, or C vehicles that are designed to transport sixteen (16) or more passengers including the driver.

Tank Vehicle – Any Commercial Motor Vehicle that is designed to transport any liquid or gaseous materials within a tank that is either permanently or temporarily attached to the vehicle or the chassis. Such vehicles include, but are not limited to, cargo tanks and portable tanks as defined in CFR 383.5. The endorsement is applicable to commercial vehicles in Vehicle Group A, B, or C; however, this definition does not include portable tanks having a rated capacity less than 1,000 gallons.

Hazardous Materials - Endorsement is required of placarded hazardous materials haulers operating commercial vehicles in Vehicle Group A, B, or C. Drivers wishing to obtain or renew a Hazardous Materials Endorsement must submit to Transportation Security Administration's (TSA) Security Threat Assessment (STA), which includes, but is not limited to, fingerprinting and a criminal background check. Out-of-state transfers who have previously completed a STA may not be required to complete another at the time of transfer.

School Bus – Endorsement is required for a Commercial Motor Vehicle, or any bus regardless of size, used to transport pre-primary, primary, or secondary school students from home to school, from school to home, or to and from school-sponsored events. School bus does not include a bus used as a common carrier. School bus drivers must also have a passenger endorsement.

Air Brake Restriction – A restriction placed on a Commercial Driver's License prohibiting the operation of airbrake-equipped vehicles unless the driver has passed the required examinations (written, pre-trip, and driving) to show that they are qualified to operate an airbrake-equipped vehicle.

f. <u>DNRC Requirements</u>

DNRC employees will be required to have a commercial vehicle driver's license for in-state operation in order to legally drive passenger buses carrying 16 or more passengers including the driver, 1,000 gallon tenders, lowboys, 100 person fire caches, 3-ton trucks, or any other vehicle with a GVWR of 26,001 pounds or more.

1) Recommendations

a) Supervisors need to identify the classes of vehicles to be driven by each individual employee, i.e., up to 26,001 lbs. GVWR. If an employee will be required to drive a passenger bus or van carrying 16 or more passengers (including the driver), that

a vehicle in excess of 10,000 GVWR you will be required to have a Class A commercial license.

c) For any single vehicle not in excess of 26,001 GVWR, except buses included in Class B and motorcycles (which require a Class M), you will be required to have a Class C noncommercial license.

2) Which Type (1 or 2) endorsement should I get if I need a Class A or B commercial license?

a) If you're going to drive out of the State, you will be required to have a Type 1 endorsement. If you are only going to drive within the State, you will need a Type 2 endorsement.

b) If you're only required to have a Class C or M license, no Type 1 or 2 endorsement is required.

3) Do I need a Tanker or Hazardous Materials endorsement?

a) If you drive any vehicle with 26,001 GVWR or more and the primary cargo is any liquid or gaseous material transported within a tank attached to the vehicle, you will be required to obtain a Tanker endorsement.

b) If you drive a vehicle with 10,000 GVWR or more and transport any hazardous materials requiring placarding, you will be required to have a hazardous materials endorsement (e.g., helitenders).

4) Is there a cost associated with new license?

Yes, if you are required to obtain a Class A or B commercial license, a Type 1 endorsement and a Type 2 endorsement have set costs in addition to the regular license fees.

h. Commonly Asked Questions and Answers That May Help Clarify the License Requirements and Their Application to Personnel Within the Fire Function

1) Will any exemptions be allowed for firefighters?

Yes! The CDL requirement is waived during an emergency response.

2) What is a good driving record?

2) A three (3) ton stake side operated in and out of the State. NEED: Class B, Type 1 endorsement.**

3) 75- or 100-person fire cache tractor-trailer unit operated within the State only. NEED: Class A, Type 2 endorsement.

4) Three (3) ton (26,001 GVWR) stakeside trucks operated within the State only. NEED: Class B, Type 2 endorsement.**

5) 50-person fire caches (under 26,001 GVWR) van type truck. NEED: Class C.***

6) Most 1 to ½--ton flatbed and stake side trucks (under 26,001 GVWR). NEED: Class C.****

7) Water tenders (1000-1200 and larger). NEED: Depends on the GVWR; if over 26,001, the driver needs a Class B license with a "T" endorsement plus the Type 2 endorsement if operated within the State. If the tender is a tractor-trailer rig, the required license would be Class A with a "T" and Type 2 endorsement.

8) Dump trucks (most of the newer Dodges are over 28,000 GVWR). NEED: Class B, Type 2.

9) All lowboys and other tractor-trailers driven within the State. NEED: Class A, Type 2.*

10) Light engines (200-750 gallons). NEED: Class C.

11) Buses, 15 passenger or more, and operated within the State. NEED: Class B, Type 2.

12) Class C vehicle (single vehicles not in excess of 26,001 GVWR) towing a trailer over 10,000 GVWR. NEED: Class C.

2. **Vehicle Driver/Operator Standards**

Effective May 17, 1995, DNRC adopted Chapters One, Two and Six of NFPA 1002 (Standard for Fire Department Vehicle/Operator Professional Qualifications) in their entirety, with the exception to exclude all references to NFPA 1500 (Standard on Fire Department Occupational Safety and Health Program/physical fitness requirements). To address physical fitness

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* To load or unload larger (26,001 GVWR) water tenders, a tanker endorsement would also be required.

** If towing a vehicle over 10,000 GVWR, a Class A would be required.

*** Any Class C vehicle (under 26,001 GVWR and not a bus under Class B) towing a trailer over 10,000 GVWR, the driver is still only required to have a Class C.

3. **Seat Belts**

The following is a quotation of the Department of Natural Resources and Conservation seat belt policy (DNRC 3-0010) and will be strictly adhered to by all DNRC personnel involved in fire or non-fire duties:

"It is the policy of the Department of Natural Resources and Conservation to ensure that all Natural Resources & Conservation employees wear a seat belt while either operating or riding as a passenger in a State-owned vehicle. It is the responsibility of the operator of a State vehicle to ensure that all persons are using seat belts.

It is the responsibility of each supervisor to ensure that all appropriate State vehicles under their supervision have seat belts and are in good working order.

It is the responsibility of all Natural Resources and Conservation employees who operate or ride as a passenger in a State-owned vehicle to ensure that this policy is enforced.

This policy shall apply to full time employees, part time employees, permanent, temporary and/or seasonal employees."

4. **Drug and Alcohol Testing for Commercial Driver's License (CDL)**

The following is a quotation of the Department of Natural Resources and Conservation Drug and Alcohol Testing Policy (DNRC 3-0013) and will be strictly adhered to by all DNRC personnel required to have a CDL.

Emergency Firefighters (EFFs) are exempt from this policy. Department mechanics holding a CDL are covered under union contracts. Drug and alcohol testing is done randomly on a State pool of personnel holding CDLs. The State pool, in which random testing will be conducted, includes **all** State agencies. Each department is responsible for costs associated with drug and alcohol testing on its employees holding a CDL.
The following is a quotation from a memo dated December 5, 1995, to Gary Willis, Personnel Director from Dick Thweatt, Agency Counsel. This memo is also in regards to "Drug and Alcohol Testing for Drivers of Commercial Motor Vehicles".

"A question has been raised about a definition of "commercial motor vehicle" under State law that differs from the definition of that term under federal law. Section 61-1-134, Montana Code Annotated (1995), excludes from the definition of "commercial motor vehicle" "a vehicle exempt from taxation, used for firefighting, and bearing Montana tax-exempt plates". It is asked whether this definition in Montana statutes would exempt drivers of DNRC fire vehicles or volunteer fire department vehicles from federal drug and alcohol testing requirements.

1) Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty day.

2) No driver will drive more than 10 hours (behind the wheel) within any duty-day.

3) Multiple drivers in a single vehicle may drive up to the duty-day limitation provided no driver exceeds the individual driving (behind the wheel) time limitation of 10 hours.

4) A driver shall drive only if they have had at least 8 consecutive hours off duty before beginning a shift.

   Exception: Exception to the minimum off-duty hour requirement is allowed when **essential** to:

   a) Accomplish **immediate** and **critical** suppression objectives, or

   b) Address **immediate** and **critical** firefighter or public safety issues.

5) As stated in the current agency work/rest policy, documentation of mitigation measures used to reduce fatigue is required for drivers who exceed 16-hour work shifts. This is required regardless of whether the driver was still compliant with the 10-hour individual (behind the wheel) driving time limitations.

H. USE OF DEPARTMENT (CAPITOL-BASED) PERSONNEL IN FIRE SUPPRESSION

1. General Guidelines

a. Department personnel will be utilized on a volunteer basis for non-emergency situations.

b. All Department personnel may be called upon during emergency situations, unless exempted by the Director.

c. Department personnel will be pre-trained and suitably equipped prior to fire duty. Physical testing will also be done when similar positions in the field call for these measures.

d. The Forestry Division will annually supply a listing of skills needed, for Department review and sign-up.

Law Enforcement & Investigation
Cartography and Mapping
Personnel Processing
Fire Information Officer
Federal Disaster Assistance Team
Land Rehabilitation
Warehousing and Supply
Vehicle Operators
Radio, Telephone, and Teletype Operation
Fire Training Assistance
Fire Closures
State Liaison with Other Departments

2) **Emergency Fire Operations**--all Department personnel not specifically exempted by the Director may be available for emergency fire operations. Fire duties may vary, but normally will parallel those listed above. Department personnel may be used to support other agencies than the State during emergency operations.

3. Selection of Department Personnel

a. Listing of Needs--the Forestry Division will annually, by April 1, supply the Department with a requested listing of types of manpower support. This list will be circulated within the Department and returned to the Forestry Division by April 20. The listing will indicate the availability of personnel under 2.b.1) and 2.b.2). The Forestry Division will then be allowed to work through normal channels to interview, train and equip the listed individuals for specific firefighting positions.

b. Availability of Department personnel for Initial Attack and Volunteer Duty personnel must be approved by the various administrators within the Department prior to submitting the listing to the Forestry Division.

c. Assignment of Personnel--the final assignment of personnel will be made by the State Fire Coordinator, based on the education, experience and skills and training levels of the individual volunteers. (Initial attack personnel must also complete the fire physical fitness testing.)

4. Pay Procedures

a. Covered Employees--covered employees will be paid their regular rate of pay for normal work hours in actual firefighting and support duties. Overtime will be paid at the time and one-half for all overtime hours worked. Training time will normally be held within the regularly scheduled work week and will be considered part of the employee's normal duties.

b. Exempt Employees--exempt employees will be paid their regular rate of pay for normal work hours, in actual firefighting and support duties.

950 SUPPRESSION SAFETY

951 HAZARDOUS MATERIALS INVOLVEMENT

A. Initial attack personnel arriving on the scene of a potential hazmat (Hazmat/Weapons of Mass Destruction) incident (e.g., train derailment or truck transport accident) where potential hazardous materials may exist, should stay a safe distance upwind and away from the accident. Even if the train or truck is not on fire, back off, upwind, until it is determined whether or not hazardous materials exist. DNRC personnel are only trained to the hazmat awareness level as first responders.

B. Try to identify what kind of material is involved, if at all possible, from a safe distance. Identification may be accomplished by talking to railroad or transport personnel in the area of the accident. Identification can also be done if placards, 4-digit identification (ID) numbers or other visible markers are present on the tank, vehicle or rail car. Also provide dispatch with accident location and possible hazards to people and structures in the area and note nearness of lakes, rivers, streams or any body of water that may spread or be contaminated by spilled materials.

C. Initial attack personnel should notify the fire dispatcher immediately of the accident and the potential for a hazardous materials spill. Provide information to dispatcher regarding identifying placards, numbers, etc. that may indicate hazardous materials. Dispatchers should refer to their current "Hazardous Material Guidebook" to determine the material being transported. If the material is not listed, contact the local D&ES coordinator. If they cannot be reached, call the National Chemical Emergency Number, 800-424-9300, or Montana Emergency Services in Helena at (406) 841-6911.

D. The fire dispatcher should notify the local Disaster and Emergency Services Coordinator and law enforcement personnel of the accident scene. Provide any pertinent information regarding the presence of hazardous materials or other threats. The fire dispatcher should review the information available concerning the existence of hazards and then issue specific instructions to the initial attack personnel on how to handle the wildfire situation.

E. Railroad cars or trucks may not be carrying "hazardous materials," but may produce toxic gases from burning plastic or packaging materials inside the car. We should stick to confining the fire to the owned right-of-way, **after** following the procedures to find out what is burning. We may support RFD units, if requested, in suppressing the actual train fire--but do so only if the RFD has checked for hazardous materials and is following the recommended procedures.

952 EMERGENCY INCIDENT DRIVING REGULATIONS

These standards address driving by personnel actively engaged in wildland fire or all-risk response activities, including driving while assigned to a specific incident or during initial attack fire response (includes time required to control the fire and travel to a rest location). In the absence of more restrictive agency policy, these guidelines will be followed during mobilization and demobilization as well. Individual agency driving policies shall be consulted for all other non-incident driving.

A. Agency resources assigned to an incident or engaged in initial attack fire response will adhere to the current agency work/rest policy for determining length of duty day.

B. No driver will drive more than 10 hours (behind the wheel) within any duty-day.

C. Multiple drivers in a single vehicle may drive up to the duty-day limitation provided no driver exceeds the individual driving (behind the wheel) time limitation of 10 hours.

D. A driver shall drive only if they have had at least 8 consecutive hours off duty before beginning a shift.

Exception: Exception to the minimum off-duty hour requirement is allowed when **essential** to:

- Accomplish **immediate** and **critical** suppression objectives, or
- Address **immediate** and **critical** firefighter or public safety issues.

E. As stated in the current agency work/rest policy, documentation of mitigation measures used to reduce fatigue is required for drivers who exceed 16-hour work shifts. This is required regardless of whether the driver was still compliant with the 10-hour individual (behind the wheel) driving time limitations.

F. All driving requiring a Commercial Driver's License (CDL) will be performed in accordance with applicable Department of Transportation regulations found in 49 CFR 383 and 390-397.

1. No driver of a vehicle requiring a CDL will drive the vehicle after 15 hours on duty during any duty-day.

2. Exception: An additional two hours of driving time may be added if a driver encounters adverse driving conditions, unforeseen emergency situations (breakdown), or to ensure the safety of personnel.

Other individuals or crews assigned to ongoing or project fires shall be issued fire shelters by the dispatch center at the time of dispatch, or upon arrival at the fire camp.

a. Upon return from fire duty, each person shall return his fire shelter to the location of its original issue.

b. In situations of limited availability of shelters, initial attack crews shall be given priority. The fire resource order form shall be used if extra shelters are needed for ongoing fires.

3. **Use**

The forest fire shelter is designed for emergency fireline use only, and will not be used for any other purpose. Any person who opens, uses, or causes to be used any fire shelter shall submit a written report documenting the circumstances of its use to the Incident Commander as soon as possible, and to the Area Manager within 24 hours of release from fire duty. **(See Annex A for Fire Entrapment Investigation & Review Guidelines.)**

4. **Training And Instructions**

An individual responsible for the issuing of fire shelters shall ensure that each person issued a shelter has been instructed in its proper use, and is aware of the requirement to document its use. In addition, all Supervisors shall ensure that each employee assigned to him has been trained in the proper use of the fire shelter, including normal care and maintenance.

954 NATIONAL SAFETY FLAGGING STANDARDS FOR WILDFIRES

The NWCG Safety and Health Working Team have recommended the following standards for safety on prescribed and suppression fires.

NFES #0258 - *Safety Zones/Escape Routes*--Lime green, fluorescent, biodegradable 1" wide.

NFES #0267 - *Hazards*--Yellow w/black diagonal stripes, fluorescent, biodegradable 1" wide.

The following are reasons for their recommendation:

- The colors quickly identify safety concerns to line personnel.
- They utilize color codes prescribed by OSHA and ANSI for hazards and safety items.

Solution: Hold a debriefing within two days of the incident, then if needed, hold a second debriefing later when personnel go back home.

6. Spouses and other close associates need debriefing services, too.

Solution: Debriefing services for them can be arranged through the local critical incident team back home. Some local teams and employee assistance programs have experience working with family members.

B. AGENCY ADMINISTRATORS' GUIDE TO CRITICAL INCIDENT MANAGEMENT

The Agency Administrators' Guide to Critical Incident Management can be found at www.nwcg.gov/pms/pubs/pms926.doc

C. CRITICAL INCIDENT STRESS DEBRIEFING TEAM (CISD)

1. **What It Is and What It Does**

A trained team of two or more CISD members meets soon after a casualty or other critical incident that creates unusual stress in emergency responders at the scene. In the debriefing process, those present express feelings and reactions to the incident and receive suggestions for getting through and over the incident. The purpose is to prepare personnel to return to duty and to assist and support them with the personal trauma associated with caring for victims in critical incidents.

2. **Team Members**

Firefighters, mental health professionals, nurses, human resource specialist and law enforcement officers are typical members of the team.

3. **Appropriate Incidents for CISD Debriefing**

Multiple or single casualty incidents, death or serious injury of co-workers in the line of duty, and certain child death incidents are examples. All emergency responders involved in the incident should be included. Debriefing must take place within one or two days of the incident.

4. **Contacts for CISD Teams**

CISD Teams may be ordered through the Northern Rockies Coordination Center by your Zone Dispatch Center. Reference

AUTHORIZED SIGNATURE: Robert A. Harrington
DATE:

Fire and Aviation Bureau
Subject: Policy and Procedures for Critical Incident Management
Author: Critical Incident Management Task Force Status: Final

The purpose of this policy is to ensure a thorough and timely response to critical incidents, including those that may involve a serious injury or fatality. The policy is intended to make certain that the emergency care of involved personnel is the top priority. It is also intended to provide guidance and direction for scene protection, managing the critical incident, conducting appropriate levels of investigation, providing training, and capturing lessons learned related to critical incident response.

I. Authority

Montana Code Annotated (MCA) 2-15-112(1)(b).
(1) Except as otherwise provided by law, each department head shall:
(b) establish the policy to be followed by the department and employees.

Montana Code Annotated (MCA) 2-15-112(1)(f).
Provides that department heads shall prescribe rules for the administration of their departments and the conduct of its employees.

II. Policy and Procedures

Critical Incident: A fatality, serious injury, or other event that may have serious long-term adverse impacts on the agency, its employees, their families, or a community.

Care of Involved Personnel

The first priority for all critical incidents is to initiate appropriate life saving procedures, including applying first aid and/or requesting emergency services for the injured or afflicted person(s). Obtaining and providing for emergency life-saving measures takes priority over all other aspects of Critical Incident Management. This not only includes medical care for all personnel involved or affected at the incident, but also includes the opportunity for Critical Incident Stress Debriefing (CISD) for those who may not be physically injured. Key CISD factors to consider by first responders are included in the Critical Incident First Response Checklist. Additional information about CISD is found in Fire and Aviation Management's 900 Manual.

A decision on whether the incident is a life-safety emergency or non-life-safety emergency event is critical. The Incident Commander or Chief of Party at the scene needs to determine what level of treatment is required, as well as the means of transport needed; the decision must be based on the best available information and recommendations of the most qualified medical personnel present.

coordination factors to consider by first responders and line officers are included in the Critical Incident First Response Checklist.

It is acceptable during a critical incident (fatality) for the responders working on a primary incident (fire) to simply withdraw and regroup. The Critical Incident First Response Checklist includes a quick analysis of the key factors that must be addressed in order to ensure safe and effective management of both primary and critical incidents. Primary incident resources should not re-engage until the Critical Incident Response Checklist is completed.

Critical Incident Investigation

The Department will complete an Initial Investigation for all critical incidents. The local Line Officer at the Unit Manager or higher level will be responsible for forming or ordering an Initial Investigation Team. The Investigation Team must receive a thorough briefing and agency expectations clearly spelled out in a written Delegation of Authority. In the case of a fatality, the Area Manager or designee will serve as the responsible Line Officer. Investigation Teams should be expected to arrive at the incident within 24 hours of being ordered.

Recommended investigation team compositions and investigation requirements are to be based on complexity of the critical incident. An Investigation Flowchart located in Fire and Aviation Management's 900 Manual provides agency line officers with the sequential and/or escalating types of investigations and corresponding team composition recommendations. The Investigation Flowchart also includes the requirements for the agency to respond to a Safenet.

Initial Investigation Teams should strive to complete their investigations within 48 hours of receiving their Delegation of Authority. If based on the Initial Investigation there is a need to do additional or continued investigation(s), it must be identified and delineated in the Initial Investigation Report, and signed off on by the Line Officer. The initial investigation is directed at fact finding. Subsequent or additional investigation(s) may occur based on the results of the initial investigation, or as a result using the Investigation Flowchart.

Training and Lessons Learned

In order to identify learning opportunities and develop training and standards to reduce the injury or death to employees and cooperators, all critical incidents will be subject to an After Action Review (AAR). The Training and Safety Team will be responsible for organizing and completing the AAR. The results of the AAR may cause additional review or other actions directed at situational learning.

Robert A. Harrington, Administrator
Forestry Division

INCIDENT INVESTIGATION CHECKLIST

Incident Name:
Investigation Date:
Chief Investigator:
Location:
County:

INCIDENT DESCRIPTION:

_____
_____
_____
_____
_____
_____

- ○ No Safenet Filed.
- ○ No Employee Negligence. Explain

  _____
  _____
  _____
- ○ No Work Lost Injury.
- ○ Personnel Within Their Scope of Employment. Explain

  _____
  _____
  _____
- ○ No Fatality.
- ○ No Potential for Incident to be Significantly Worse. Explain

  _____
  _____
  _____

___INVESTIGATION COMPLETE ___FURTHER INVESTIGATION REQUIRED

CHIEF INVESTIGATOR_____ DATE_____

FINDING:

_____
_____
_____

LINE OFFICER_____ DATE_____

Complete Vehicle Accident Report, if appropriate.
Provide information for written narrative of incident (should be complete, factual and unbiased).
Initiate After Action Review.
Drink more water, eat & sleep

Critical Incident Checklist

Line Officer Critical Incident Initial Response

	Person Assigned	Date/Time
Incident Commander or Chief of Party assigned to take control of the scene.		
Confirm IC/CP has cared for all affected personnel and secured the scene on a 24 hour basis		
Determine who would be allowed on scene and notify IC/CP		
Confirm Notification of county coroner, in case of a fatality		
Call dispatch & restrict airspace		
Identify spokesperson		
If other agency(s) is involved a Liaison Officer(s) must be assigned by the Line Officer.		
Complete investigation flow-chart and launch appropriate initial investigation		
Order CISD team if necessary		
Brief your supervisor on the situation.		

Complexity Analysis

Yes	No	
		Existing management has not been negatively affected by the critical incident
		Span of control can be maintained while dealing with both primary incident and critical incident
		Management team is able to meet incident objectives
		Management team will meet work rest ratio
		Communication capabilities are able to support both incidents
		Management team wants to stay in place

Consider replacing or modifying existing management structure, if you answered no to any of these questions

Follow-up Items

Assure completion of Workers Comp. First Report of injury has been assigned.
Assure Supervisor's Incident Investigation Report has been assigned.
Assure completion of Vehicle Accident Report has been assigned, if appropriate.
Contact FAMB to determine best approach for after Action Review.

Line Officer _____ Date _____

Incident Commander/Chief of Party _____ Date _____

Comments

II. ENVIRONMENTAL FACTORS ASSESSMENT

Describe the environmental conditions contributing to the incident

PHYSICAL ENVIRONMENT:

Describe the physical environment factors affecting the incident (altitude, slope, vegetation, etc).

WEATHER:

Describe the weather conditions affecting the incident.

FIRE BEHAVIOR:

Describe the fire behavior impacts to the incident (if incident involves a fire).

III. HUMAN FACTORS ASSESSMENT

Identify the human factors contributing to the incident

QUALIFICATIONS OF INVOLVED PERSONNEL:

Determine the qualifications and training of personnel involved in the incident.

PHYSICAL & PSYCOLOGICAL STATE OF THE FIREFIGHTERS:

Consider length of shift or assignment, stress, conditioning and fatigue of personnel involved.

PERSONAL PROTECTIVE EQUIPMENT (PPE):
Identify the PPE available and utilized during in the incident and assess effectiveness.

V. AFTER ACTION REVIEW ASSESSMENT

Describe the principles/doctrine factors associated with the incident.

WHAT WAS PLANNED?:

WHAT ACTUALLY HAPPENED?:

WHY DID IT HAPPEN?:

WHAT WOULD THE INVOLVED PERSONNEL DO DIFFERENTLY IN THE FUTURE?:

VII. FINDING
Provide a narrative accepting, rejecting, or modifying the Investigation Team recommendations, conclusions, and follow-up actions.

NEED FOR FURTHER INVESTIGATION:							
		Investigation Report		More Detailed Assessment		No Further Assessment	

Investigation Assessment Approved By:	**Name:**	**Date:**
	Signature:	
	Title: Line Officer or Designee	

STANDARD FOR EMPLOYEE FATALITY WHILE IN THE LINE OF DUTY

While it is the goal of the Department of Natural Resources and Conservation to prevent any serious injuries and/or fatalities from occurring to DNRC employees in the line of duty, death from accident or illness can occur. In such cases it is important that a fatality notification procedure be followed that conforms to requirements of the law and which will ensure that proper notification of the next of kin is conducted.

When encountering an injured or afflicted person, the first priority is to initiate appropriate life saving procedures including applying first aid and/or requesting emergency services. Only in cases where death is apparent beyond any reasonable doubt, should fatality notification procedures take precedence over lifesaving measures. In these cases it is not necessary for emergency service personnel to take risks in responding to the scene and the county coroner is the individual best prepared to handle the situation. In the event a fatality occurs, this procedure establishes the actions to be taken by DNRC employees.

Notification of Proper Authority and DNRC Personnel

1. Notify the Coroner of the county in which death apparently occurred.

2. Notify appropriate law enforcement officials for fatalities that occur on city, county, state or federal highways (i.e., city police, county sheriff, highway patrol) or if unable to contact County Coroner. *Notify Department of Justice, Fire Prevention and Investigation Bureau of all fire fatalities.*

3. Chief Pilot for fatalities involving DNRC aircraft.

4. Director of the Department of Natural Resources and Conservation. (Director or his designee will make appropriate news releases.)

5. Appropriate Division Administrator or designee as per employee's division.

6. The on-duty fire coordinator, if a wildland fire-related fatality.

7. DNRC Personnel Director, to provide personal information (i.e., next of kin, phone, address, etc.).

8. Department Safety Officer, to instigate necessary safety investigation. *Investigation Team: Investigation team members should include the Department Safety Officer, a representative from the Department of Justice, Fire Prevention and Investigation Bureau, incident safety officer and a representative from the USFS-MEDC accident investigation team.*

46-4-102. Investigation of suspicious death.

(1) Whenever a coroner is informed that a death was caused by other than natural causes or that a death has occurred under circumstances such as to afford a reasonable ground to suspect that the death is the result of criminal conduct or when no physician or surgeon licensed in the State of Montana will sign a death certificate, the coroner shall make an investigation thereof.
(2) It shall be the duty of every person acquiring knowledge of such death to report the same forthwith to the coroner of the county in which death apparently occurred.
(3) In cases where criminal conduct is suspected, the coroner shall notify the state medical examiner and one or more state law enforcement agencies having jurisdiction. The law enforcement agencies so notified shall have the responsibility to investigate the case.

2) **Emergency**: Injury/condition is considered potentially life threatening and/or cannot get to required transportation under own power. If the IC deems this to be an emergency, and volume of radio traffic warrants, dispatch/IC will request everyone clear the channel for emergency traffic only.

b. General description of the injured party and the nature of the injury, including symptoms and any complications. This is typically gathered during the assessment by the first responder/EMS provider and relayed through the IC. An example could be: "On scene with a 22-year-old male with a bee sting in the arm. Respiration and heart rate is normal and patient has minor swelling."

c. Determine whether adequate medical assistance is on scene or additional help is needed, and how transportation will be conducted. After the initial assessment first aid treatment is administered, relay actions taken. An example could include: "EMT is on scene and has assisted with an ice pack. The injured party is walking out to the vehicle with the EMT. We will contact you when we arrive at the vehicle. We do not require ambulance for transport."

d. Do not use the injured party's name over the radio, but DO give enough information that the receiving end of your communication understands the full extent of your situation. The IC, by establishing control of the scene, can ensure that the appropriate response is being made in a professional timely manner.

6. **Follow-up Items**

a. Workers Comp. First Report of Injury (must submit within 6 days).

b. Supervisor's Incident Investigation Report

c. Vehicle Accident Report, if appropriate.

d. Written narrative of incident (should be complete, factual and unbiased).

e. Witness statements, if applicable.

960 EQUIPMENT AND SUPPLIES

961 FIRE RESOURCE ORDER AND ACCOUNTABILITY REQUIREMENTS

A. RESOURCE PROCUREMENT AND RETURN

All requests for fire suppression supplies and materials will be submitted through the Resource Ordering and Status System (ROSS) or on the "Fire Incident Resource Order" F-903 and continuation F-903A during fire suppression activities. Please follow the instructions for completing this form. A great amount of time is being wasted on rechecking or trying to interpret what is being ordered when stock numbers, standard issue amounts and unit of issue are not utilized on resource orders. Please utilize the appropriate information as listed in the National Wildfire Coordinating Group (NWCG) National Fire Equipment System Catalog, which has been provided to all users.

B. FIRE LOSS/USE RATE

Defined as all property and supplies lost, damaged, or consumed on an incident. It is calculated by subtracting inventory return from inventory issued. The Fire Loss/Use Rate is calculated on a dollar basis.

Categories of equipment and supplies are Consumable Supplies, Durable Goods, and Accountable Property.

1. **Consumable Supplies**--Those items normally expected to be consumed on the incident. Examples of consumable supplies are batteries, MREs, plastic canteens, cubi-tainers, forms, fuses, hot food containers, petroleum products, and miscellaneous medical supplies.

   These items are considered consumable or expendable and are normally not expected to be returned to the source of issue.

   Regardless, supplies in unopened and unused condition should be returned to the issuing fire cache.

2. **Durable Goods**--Those non-accountable items considered to have a useful life expectancy greater than one incident. Acceptable fire loss/use rates include items returned in broken/beyond repair status. Return of durable goods such as fire hose, fittings, hand tools, fire shirts, etc., should conclude within 30 days of incident closure.

NOTE: PLEASE REFERENCE THE NWCG INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK, CHAPTER 30-PROPERTY MANAGEMENT. ALSO, REFERENCE, NORTHERN ROCKIES INTERAGENCY CACHE POLICY AND NORTHERN ROCKIES CACHE MANAGEMENT PLAN.

C. RESUPPLY OR REPLACEMENT

In an effort to standardize procedures and manage replacement resource orders resulting from DNRC incident activity, DNRC will adhere to the following policy adopted by the Northern Rockies Fire Cache. This policy is consistent with that of other national caches.

1. The Northern Rockies Cache will not honor replacement resource orders more than 45 days after an incident is declared closed (out). **(See Sec. 962 on Field Requisitions for Replacement of Items lost, stolen, etc. on fires.)**

2. Replacement resource orders must be approved by the Area, Forest, etc., responsible for the incident and carry the original incident number and consecutive request number(s) for the incident. (Offices requesting replacement orders will no longer be able to assign their own incident number, as this will be done by the approving office.)

3. In addition to moving towards standardization of the National Cache System, this policy will result in the following benefits:

   a. Improve accountability.

   b. Improve timely submission of costs to responsible units.

   c. Reduce the amount of documentation to validate replacement orders.

   d. Establish some control on collateral costs associated with incidents.

   e. Reduce confusion currently experienced with multiple incident numbers, S numbers, and management codes.

   f. Reduce the high number of challenges to fire billings.

4. The intent of the Northern Rockies Fire Cache is to procure, store, and ship equipment and supplies for use in fire suppression and other emergency management activities.

962 FIELD REQUISITIONS FOR REPLACEMENT OF ITEMS LOST, STOLEN, ETC., ON DNRC DIRECT AND COUNTY ASSIST FIRES

Field requisitions may be submitted annually to replace items that were lost, stolen, strayed, or damaged during specific suppression actions on State direct or county assist fires. Requisitions should be completed and submitted according to the annual requisition time schedule. The required replacement items should be charged against the fire activity by listing the proper fire center number(s) and the amount of charge for each item listed. Requisitions listing charges against support SBAS numbers (7... series) will not be accepted unless approval is attached from the home unit (Forest, BLM District, etc.). (?)

Be sure that copies of the Lost/Stolen Property Report (F335) **(Old number: DS-92)**, if required, are submitted with all annual field requisitions that reflect charges against fire center numbers. Please reference the "NWCG Interagency Incident Business Management Handbook" on requirements for completing the F-335 form. The F335 form is intended to provide justification and documentation for the **REPLACEMENT** of items that are lost, stolen, or damaged during normal fire suppression activities. A certain amount of replacement is expected as long as it is within reasonable levels and not abusive.

Land offices will consolidate all replacement orders that are being submitted to replace unit and area inventories. Fire & Aviation Management Bureau will consolidate and submit all replacement requisitions for items issued from the Fire and Aviation Management Bureau warehouse.

963 SUPPLEMENTAL FOOD ITEMS

The following supplemental foods may be provided:

- Fruit or dried fruit or fruit juice and vegetables. Fruits and vegetables should be in-season, available locally and reasonably priced to avoid excessive costs and difficulty in procurement.

- Liquid supplements in the form of sports drinks or mixes that provide electrolytes and meet the carbohydrate solution mixes recommended in "Feeding the Wildland Firefighter" (From: Missoula Technology and Development Center (http://www.fs.fed.us/t-d/pubs/).

- In addition to the fruit and liquid supplements, candy bars and energy bars may be provided to supplement those included in sack lunches. The objective is to provide for an average 1000 kilo-calories of solid supplements per firefighter per day.

- Any supplemental foods provided will require IC justification and concurrence for the Agency Administrator (Line Officer). The only acceptable justification for providing supplemental foods is to meet the expanded nutritional needs of firefighters performing prolonged or

2. **Colors, Identification Numbers, and Markings for Fire Vehicles**

The following guidelines have been established for the identification of State-operated fire vehicles and trailer units.

These guidelines apply to:

- Vehicles purchased primarily with fire funds.
- All excess property vehicles.
- Other vehicles as designated by the Land Office Manager. Land Offices may wish to include those non-fire-purchased vehicles that have the capacity to transport personnel and fire equipment to fires, such as four-wheel drives, pickups, vans, and flatbed trucks.

a. Colors

All fire vehicles and utility trailers will be painted "Fleet White" (Martin Senour Fleet White #99L-100 or equal) on the exterior, unless listed under exemptions. Interior finishes may vary according to manufacturers' models. If the vehicle dash is repainted, it is recommended that the repainting be a flat black to reduce glare. Vehicle wheels will be painted black or white acrylic enamel.

Redevelopment projects will be painted "Fleet White." Vehicles currently chrome yellow will not be repainted fleet white.

The following fire equipment is exempt from the preceding color guidelines:

1) Leased vehicles, mobile home trailers, fire command trailers, mobile kitchen trailers, communications trailers, motor scooters, motorcycles, all terrain vehicles (ATV's), and equipment used for investigative work. These pieces of equipment will remain those standard colors issued by the manufacturer.

2) Fire Prevention "parade and display" units are exempt under the following guidelines:

3) The vehicle is no longer involved in initial attack or follow-up actions on fires.

b) Motorcycles, Motor Scooters, ATV's--attach one small decal to the exterior of the vehicle, and in plain view.

c) Command, Mobile Kitchen, Communications, and Mobile Cache Trailers--these units will be labeled as to their specific use. An attempt should be made to center a Department decal on each side and the rear of each unit.

d) Administrative Vehicles--these vehicles may use the small decal as a window sticker. For example, on a four-door sedan the sticker will be placed on the driver's side, rear door window, near the lower left-hand corner of the window. Stickers for other administrative vehicles, such as station wagons and vans, should use the same approximate location. Pickup truck stickers should be placed on the bottom of the rear window, driver's side.

3) Detailing of fire apparatus will be done with 3M model 983-71, or equivalent, four inch width yellow reto-reflective stripe affixed to the perimeter of the fire package on the vehicle. A two inch 3M 983-71 yellow retro-reflective stripe, or equivalent, will be placed on chassis cabs, sedans and administrative vehicles. It shall be placed up to 60 inches above ground level. All retro-reflective striping shall conform to the standards as specified in ASTMD-4956. At least 50 percent of the length of each side and 50 percent of the width of the rear of the vehicle shall have the reto-reflective stripe. The 3M983-71 yellow reto-reflective stripe will be accented by two red pin stripes (one above and one below the yellow stripe). The spacing between the three stripes should be 1/8 inch. The word "Fire" (script letters) in 4-inch high red letters will be placed on each front fender through the yellow stripe when possible, or otherwise where practical due to body lines. The lettering shall be made from red reflective material.

Lettering on the rear of DNRC fire apparatus shall be overlaid on the 4" yellow stripe. The letter shall be in **block** lettering, saying "DNRC" on the left side. The word "FIRE" shall be in **block** lettering, located on the right side. The lettering shall be made from 3" red reflective material.

a) Names will not be painted or labeled, etc., on the vehicle.

b) All proposed names must be approved, prior to use, by the Area Manager or Bureau Chief assigned that equipment.

c) Names of equipment may be used when ordering equipment at the local fire unit level. Orders for support equipment from the Land Office and Forestry Division, however, must utilize the official ICS designation for the equipment, i.e., one each engine (ICS identifier).

8) Alterations to State-Owned Equipment

Alterations will not be made to the exterior of any State-owned equipment, such as adding ornaments, etc. Alterations to the interior of State equipment may be made if:

a) It does not interfere with the operation of the vehicle, its gauges, instructional decals, etc.

b) It does not pose a safety hazard to vehicle occupants in the event of an accident.

c) It does not deface the interior of the vehicle and is readily removable if the vehicle is readied for sale or trade.

All alterations must be approved by the Area Manager or Bureau Chief assigned the equipment prior to making the alteration. Materials for making alterations of this type to State equipment cannot be supplied or funded by the State.

C. EXCESS PROPERTY USE

CAUTION: Personal use of any property acquired as federal excess is prohibited. Failure to adhere to the administrative guidelines may result in the suspension of the Federal Excess Personal Property (FEPP) program within a state.

1. **Management and Use**

e) Small tools, materials and consumable supplies obtained from the program must be used on activities and facilities directly related to fire control and not diverted to other uses. Activities such as nurseries, tree planting, forest management, and administration of parks and recreation areas undoubtedly contribute indirectly to the fire protection effort, but they are not generally recognized as part of the Cooperative Fire Protection Program. Accordingly, they should not be supplied with federal excess property except on a basis of the requirements for use, as defined above.

f) Shop machinery is often used for the benefit of many activities, and acquisition of such excess equipment is regarded as legitimate if it is required for the maintenance of fire equipment used directly in the Fire Protection Program.

g) Fire protective-type clothing is the only clothing that can be acquired under the program.

h) Aircraft--all federal excess property aircraft will be flown at least three hours each month, weather permitting, to maintain aircraft readiness. Use unrelated to fire beyond 10 percent of the total flight time for any one year will require special documentation and monitoring to determine that such use fits the program. Flight time for fire purposes is limited only by budget constraints. Accepted procedures for storage may be substituted for off-season readiness flights.

For more specific or detailed information, refer to the Federal Excess Personal Property Desk Guide at www.fs.fed.us/fire/partners/fepp.

D. CLOTHING AND SAFETY EQUIPMENT REQUIREMENTS

1. **Clothing**

This procedure identifies the standard uniform of Montana Department of Natural Resources & Conservation (Department). This procedure applies to all permanent employees of the Fire and Aviation Management Program and to certain seasonal, temporary and part-time employees when authorized by the Area Manager or the Chief.

The Department may provide complete uniforms with the approval of the Area Manager or Bureau Chief. Each employee will be

functions. Business casual uniform may be worn when more casual attire is appropriate. Neither uniform will be worn in bars, beer gardens, or other areas that could appear to be a conflict of Department standards and guidelines. Questions related to what is appropriate under various circumstances should be directed to the supervisor.

b) Uniform appearance shall be clean, neat and wrinkle free. It is suggested that all Department employees, whether wearing the uniform or not, be neat in appearance and well groomed, so as not to discredit the Department.

c) The Department will purchase initial uniforms for new employees. Each employee shall maintain all clothing in an acceptable condition. Frayed or worn out items should be replaced.

d) All employees will wear the uniform as defined in this guideline.

3) Return of Uniform Items

a) Upon termination of employment, all uniform items purchased by the Department should be returned to the individual's immediate supervisor. Items will include nameplates, patches, and unused uniform shirts. Temporary/Seasonal employees shall return **all** uniform items to the immediate supervisor upon termination or while in an inactive status. Uniform items may be reissued upon reinstatement to employment status.

a. Tee Shirts & Flame-Resistant Shirts

1) Tee shirts with personalized Department location and logo may be worn. Lettering may designate location of individual's employment (i.e., Fire and Aviation Management Bureau, Helena Initial Attack, Northern Rockies Coordination Center, etc.). An optional fire logo may also be utilized. The Area Manager or Fire & Aviation Management Bureau Chief must approve all lettering and the logo utilized first.
2) Suitable clothing Tee shirts will be made of natural fibers and be free of holes or frayed edges (no tank tops). Tee shirts with obscene messages, slang or displaying drugs or alcohol are not acceptable.

3) All personnel are required to use Personal Protective Equipment (PPE) appropriate for their duties. Flame resistant clothing should be cleaned or replaced whenever soiled, especially when soiled with petroleum products. Flame resistant clothing will be replaced

Exception: Other suitable footwear may be worn in wet/cold weather.

d. Gloves

The Department will provide suitable gloves for employees. Gloves will be worn when using tools and handling materials that are liable to cause blisters, burns or other injuries to hands. Leather gloves shall be worn for fire suppression duty. Nomex flight gloves will be worn as prescribed in the 1500 Aviation Manual, part 1544.

e. Patches with Department or Unit Insignia

Patches may be worn on baseball caps or attached to fire packs.

2. **Personal Protective Equipment (PPE)**

a. Goggles, Face Guards, and Respirators

1) Workers SHALL wear goggles, safety spectacles, face shields, or welder helmets to protect their eyes from:

a) Small flying particles when cutting, drilling, scaling and grinding metals, cutting, chipping, or dressing stone and brick, woodworking, overhead pruning, brushing, machine planting, and tree breeding.

b) Flying objects when hand drilling, chipping, caulking, riveting, quarrying, rock cutting and crushing, or when using a cyclone seeder or brush cutter.

c) Concentrations of cement or other dust, or dust and sand when sandblasting.

d) Hot metal when handling babbitt or pouring lead joints, or when shaping metal on an anvil.

e) Gases, fumes and liquids when handling acids and caustics such as sulfuric or muriatic acids, ammonia, or creosote.

f) Injurious reflected light or glare such as from snow exposure. (Colored glasses)

g) Injurious radiant energy and flying hot particles.

They shall be worn also for certain types of road work, such as tractor or grader operations in light, dusty soils.

c) Paint respirators shall be worn by workers using paint spray guns.
d) Respirator wearers shall:

(1) Be sure respirator fits their face snugly.

(2) Renew respirators before they clog with dirt.

b. Headgear

1) Firefighting-approved hard hat with State decal and dymo-tape name tag. The decal is to be located on the front in the center of the hat immediately above the bill. The name tag should be located directly below the decal. Replace damaged suspension harness and clean, sterilize or replace headband if needed.

DNRC has adopted the NWCG standards for wildland firefighter head gear (ANSI Z89.1 & NFPA 1977-2005).

The preferred color for DNRC employees is yellow, both for easy visibility and conformity.

Exceptions:

a) Personnel engaged in work where injuries to the head are not present may wear suitable billed caps or full brimmed hats.

b) At Missoula Warehouse and Equipment Development Center, billed caps or full brimmed sun hats are required for outdoor work in hot summer weather for protection from the sun.

c) Hearing Protection

(1) Hearing protection must meet International Organization for Standardization (ISO)

a) BB-4 Pump--open the drafting ball valve and close the ball valve to tank or suction side. Remove the cap from top of pump. Pour undiluted antifreeze into the pump until it runs out the draft valve. Open all ball valves so that they are in the half-open position.

b) Hale/Class 1 portable pumps may be winterized by closing all valves and creating a low pressure in the system by activating the primer, and then introducing antifreeze into the system through the foam unit and the panel by alternating panel valves until the system is charged with antifreeze.

4) If the engine is equipped with a spray bar, blow the line out with air. If air is not available, remove the drain plug (if so equipped) from the nozzle end. Open the ball valve under the truck seat and allow the line to drain. **Do not** close the ball valve.

5) Engines stored outside should have all unboxed equipment removed and be stored indoors for the winter (i.e., jacketed hose, drip torches, swatters, etc.).

6) Foam metering system should be flushed with clear water after each use and properly winterized at the end of the season. Detailed instructions for this procedure may be found in the Operator's Instructions provided by the Equipment Development Center (EDC) for each engine or by contacting EDC.

7) The final procedure is to make sure that **all** ball valves are left half-open and that the pump unit and hose reel has been covered with a tarp for the winter.

When responding to fire calls, wildland engines equipped with spray bars and being stored in heated fire halls or buildings are subject to freeze-up at the spray bar shutoff valve, located under the driver's seat, if certain precautions are not taken. Step 4 above should be followed, but the additional step of **closing** the ball valve on the spray bar supply line near the tank should be done. This precaution will prevent charging of the spray bar supply line.

2. **Emergency Lights and Sirens**

Certain DNRC fire vehicles qualify as emergency vehicles and are authorized to display certain colored visual signals and/or sirens.

Siren Operated System (SOS) gates. Sirens are not to be used for "code 3" or any other emergency response purpose unless the vehicle is equipped with a complete and approved code 3 lighting and operating system.

c. Procedures

The driver of an authorized emergency vehicle, when responding to an emergency call or when responding to, but not upon returning from, a fire alarm, may exercise certain privileges subject to certain conditions herein stated.

1) The driver of an authorized emergency vehicle may:

   a) Park his/her vehicle irrespective of normal parking laws, if necessary, to best accomplish his/her task or official duty.

   b) Proceed past a red or stop signal or stop sign, but only after stopping, unless accompanied by a police escort.

   c) Not exceed the speed limits unless accompanied by a police escort.

   d) Not disregard regulations governing direction of movement or turning in specified directions unless accompanied by a police escort.

2) The above privileges/conditions apply only when the driver is operating under red light and siren. Dispatch centers will authorize all red light and siren responses (Code 3). This will be based on fire danger and type of response.

3) The dispatch center will notify the 9-1-1 dispatch center when one or more of our vehicles are making a code run. Dispatch centers are to check with their local law enforcement agencies and 9-1-1 dispatch centers to verify what specific requirements are for notification. They
(9-1-1) will, in turn, advise other emergency vehicles in the area. The only information required is the number of vehicles and the general route of travel. This request is made from the standpoint of safety to ensure that we don't have two vehicles, running code, meet at the same time in the same intersection.

swash partitions so that the maximum dimension of any spaces in the tank, either transverse or longitudinal, shall not exceed 48 in. (1220 mm) and shall not be less than 23 in (584 mm)."

b. Water Tenders--It will be recommended to the contractors to baffle tanks meeting NFPA, American Society of Mechanical Engineers (ASME), or other industry-accepted engineering standards. The recommendation to NRCG is that this be a mandatory requirement for the 1996 fire season.

c. Engines, Water Tenders, and Structural Water Tenders--When fully loaded (including operators and accessory equipment) will conform to manufacturer's gross vehicle weight rating (GVWR), or state highway gross vehicle weight (GVW) limits, whichever is less. This includes balancing the load in a manner that all axle weights comply with manufacturer's gross axle weight ratings. Preseason sign-ups will require the unit to be fully loaded, with the contractor providing weight tickets for the load from a certified scale. The weight tickets will be by individual axle weight.

The vehicle shall be licensed to carry the GVW of the unit. Vehicles which require a Commercial Drivers License (CDL) operator when operating on public highways shall be provided with a qualified CDL operator at all times.

d. All Vehicles Including Skidgens and Dozers--Shall be configured in a manner that the center of gravity for the vehicle is within the design limits of the equipment.

e. All Equipment--At the time of hire, the contractor shall provide a complete inventory of the firefighting accessories on the vehicle. A copy of the inventory shall be provided to the inspector and procurement unit each time the vehicle is hired or reassigned to a fire.

It shall be the contractor's responsibility to ensure their equipment meets the standards or specifications. Should their equipment be designed to any industrial standard other than NFPA or the ASME, they will be required to provide a copy of the industrial standard met. It is their responsibility to demonstrate their equipment meets the standard. Beyond the NFPA standard, agency personnel at the federal, state, and local levels are not knowledgeable in design standards; therefore, contractors must determine the requirements of the standard and bring their equipment up to that standard. The

970 AIRCRAFT

971 AIRCRAFT SUPPRESSION EXPENDITURES

Aircraft use that can legitimately be classed as suppression expenditures for supplemental purposes are as follows:

A. All actions requiring flights from the time of detecting a fire (or false alarm) through the final mop-up and demobilization phase of a fire.

B. Helicopter detection flights based on known weather and fuels data that indicate a good possibility of the helicopter's immediate use in initial attack.

C. Patrol duty on an extinguished fire to check for rekindling, etc.

Flying time to meet requirements for airworthiness and to train personnel in the operation of the aircraft so the ship and crew will be available for safe and effective suppression activities and flights for the purpose of refurbishing lookouts, fire planning reconnaissance, familiarization flights for seasonal dispatchers, etc., does not qualify as suppression for supplemental purposes. This type of use will have to be covered in existing budgets and programmed to appropriate budgeted responsibility centers. Aircraft use pertaining to A through C above should be charged to appropriate Fire Responsibility Centers, to include the 999 centers if the flight cannot be tied to a particular fire.

972 AERIAL DELIVERY OF RETARDANT OR FOAM NEAR WATERWAYS

A. DEFINITION

Waterway - Any body of water including lakes, rivers, streams and ponds whether or not they contain aquatic life.

B. GUIDELINES

Avoid aerial application of retardant or foam within 300 feet of waterways.

These guidelines do not require the helicopter or airtanker pilot-in-command to fly in such a way as to endanger his or her aircraft, other aircraft, or structures or compromise ground personnel safety.

Guidance for pilots: To meet the 300-foot buffer zone guideline, implement the following:

1. **Medium/Heavy Airtankers**--When approaching a waterway visible to the pilot, the pilot shall terminate the application of

Species Act (ESA) with respect to aquatic species. These provisions do not alter or diminish an action agency's responsibilities under the ESA.

Where aquatic T & E species or their habitats are potentially affected by aerial application of retardant or foam, the following additional procedures apply:

a. As soon as practicable after the aerial application of retardant or foam near waterways, determine whether the aerial application has caused any adverse effects to a T & E species or their habitat. This can be accomplished by the following:

   1) Aerial application of retardant or foam outside 300 feet of a waterway is presumed to avoid adverse effects to aquatic species and no further consultation for aquatic species is necessary.

   2) Aerial application of retardant or foam within 300 feet of a waterway requires that the unit administrator (line officer) determine whether there have been any adverse effects to T & E species within the waterway.

   These procedures shall be documented in the initial or subsequent fire reports.

b. If there were no adverse effects to aquatic T & E species or their habitats, there is no additional requirement to consult on aquatic species with the U.S. Fish and Wildlife Service (USFWS) or National Marine Fisheries Services (NMFS).

c. If the action agency determines that there were adverse effects on T & E species or their habitats, then the action agency must consult with the USFWS and NMFS, as required by 50 CFR 402.05 (Emergencies). Procedures for emergency consultation are described in the Interagency Consultation Handbook. In the case of a long duration incident, emergency consultation should be initiated as soon as practical during the event. Otherwise, post-event consultation is appropriate. The initiation of the consultation is the responsibility of the unit administrator (line officer).

Note: Reference the 1500 "Fire Air Operations Manual" for further information on DNRC-operated aircraft.

980 WILDLAND FIRE REPAIR AND REHABILITATION

981 WILDFIRE REPAIR AND REHABILITATION POLICY

A. OBJECTIVE

The objective of wildland fire repair and rehabilitation is to provide for prompt action following wildfire and associated fire suppression activities to minimize, to the extent practical:

1. Loss of soil and on-site productivity.

2. Discourage the spread of noxious weeds

3. Deterioration of water quality and adverse change in runoff characteristics.

4. Threats to life and property, both on-site and off-site.

B. WILDFIRE REPAIR AND REHABILITATION GUIDELINES

1. Implement fire repair and rehabilitation actions when it is necessary to protect soil and water resources from loss or unacceptable downstream damage.

2. All actions must be effective and feasible to install or apply before the season of anticipated greatest impact occurs.

3. All actions must be environmentally and socially acceptable and compatible with current and long-term land use.

C. RESPONSIBILITY

1. The assigned Line Officer is responsible for implementing the Wildfire Repair and Rehabilitation Policy on areas of DNRC direct fire protection and State/County Cooperative Fire Protection responsibility.

2. The Incident Commander is directly responsible for recognizing the need for repair and rehabilitation of the fire area and is responsible for implementing this policy with approval from the Line Officer.

D. DEFINITIONS

1. **Direct Protection:** Land that has been assigned to a recognized wildland fire protection agency and in which the landowner is paying a fee for that protection.

10. **Fire Area Damage Report**—Summary of fire Suppression and Non-Suppression damages and recommended actions, based on fire Area Surveys or information obtained from the Incident Management Team (IMT). The report should be of appropriate length and detail based on size and damages caused by the fire. The Line Officer will consult with the IMT and appropriate specialist to determine if a report for a particular fire is required.

E. COORDINATION AND COOPERATION

1. Most DNRC direct protection and State/County Cooperative Fire Protection involves areas of mixed ownership. To increase the efficiency of wildfire repair for Suppression caused damages and rehabilitation efforts for Non-Suppression fire damage, DNRC will encourage coordination of wildfire rehabilitation and repair efforts by promoting interagency standards and operating procedures. In addition, where private property is involved in the rehabilitation and repair plan, a landowner briefing should be conducted that includes NRCS, the County Weed Supervisor and local extension agent for noxious weed and rehabilitation exchange.

F. REPAIR OF WILDFIRE SUPPRESSION DAMAGES

Repair of physical damages **resulting from the fire suppression effort** on DNRC direct fire protection (Includes Exchanged Fire Protection Lands) is as follows:

1. **Application**

a. Repair of wildland fire Suppression caused damage is applicable to wildfire of all sizes on all ownerships within DNRC direct protection and State/County Assist Cooperative Fire Protection.

b. All wildland fire suppression repair work requires Line Officer approval.

c. For other than emergency measures, landowners will be consulted prior to implementing wildland fire suppression repair actions and rehabilitation actions to address Non-Suppression fire damages.

d. Repair of wildfire suppression caused damages is a part of the suppression effort and should be completed as soon as possible but making allowance for environmental and other factors to ensure that the fire suppression work is completed successfully. (For example, one factor to consider is soil moisture and temperature when grass

b. Physical damages caused by suppression activities are **not** eligible for rehabilitation as Non-Suppression damages.

c. Landowners will be consulted before rehabilitation of Non-Suppression damages is started. All efforts should be made to ensure that the Agencies and Landowners reach consensus on what rehabilitation work should be done.

d. Rehabilitation of Non-Suppression damages on federal lands is the responsibility of the appropriate federal agency.

2. **Typical Non-Suppression Rehabilitation Measures**

a. Grass seed intensely burned areas.

b. Removal of downed woody debris from stream channels.

c. Installation of trash racks in streams.

d. Installation of log erosion barriers.

e. Alternate grazing, feed and stock moving.

f. Stock water systems.

g. Internal fence replacement.

h. Culvert enlargement.

3. **Possible Funding Sources**

a. Natural Resources Conservation Service Emergency Watershed Protection Program, Environmental Quality Incentives Program, Farm Service Agency program funds, DNRC Grant Program and Environmental Contingency Funding.

b. Appropriate federal agency for funding of rehabilitation on federal land.

H. WILDLAND FIRE REPAIR REHABILITATION OF DAMAGES ON STATE-ASSISTED COUNTY FIRES

1. **Responsibility**

a. Wildland fire suppression and Non-Suppression damages are the responsibility of the affected county. DNRC will assist the county with fire suppression repair work.

J. ASSESSMENT AND SURVEY OF SUPPRESSION AND NON-SUPPRESSION DAMAGES

1. **Implementation**

a. A Rehabilitation Specialist will be mobilized **as needed** to conduct a preliminary fire area survey for DNRC direct protection and State/County Cooperative Fire Protection fires.

1) Criteria for the Incident Commander to use in determining when to request a Rehabilitation Specialist are:

- Size of Fire
- Fuel Types and Loading (e.g., Grass and Shrub vs. Timber)
- Intensity of Burn
- Proximity to Stream Courses
- Steepness of Slope and Erosivity of Soils
- Downstream Water Uses (e.g., Municipal/High Value Fishery vs. In-Stream Stock Water)
- Extent of Suppression Activities.

b. The Rehabilitation Specialist is a technical specialist in the Planning Section.

c. The Rehabilitation Specialist will review the fire and make recommendations on:

1) Extent and repair of wildland fire suppression damages.

2) Occurrence of non-suppression wildland fire damages and the need for a rehabilitation team and a fire area survey.

d. On fires where a Rehabilitation Specialist is not called, wildland fire suppression damages and non-suppression fire damages will remain the direct responsibility of the Line Officer. All repair and rehabilitation actions must be approved by the Line Officer.

2. **Damage caused by wildland fire suppression actions**

a. For fires with no significant wildland fire suppression damages that need repair work, the Rehabilitation Specialist is released at containment or before.

topography and the land use. The following disciplines are a sample of those that may be utilized:

Team Leader
Soil Scientist
Hydrologist
Geologist
Plant Materials Specialist
Range Specialist
Reforestation Specialist
Fish and/or Wildlife Biologist
Economist
Land Office Liaison
Clerical Support

2) **Selection of Teams**

a) The Non-Suppression fire damages Team may be formed at the Area or Department level or utilizing interagency resources, depending on the need and location of available skills.

b) The Trust Lands Management Division Administrator shall select potential DNRC team members and alternates with the needed skills from within the department prior to fire season.

c) Team Leaders and members will be notified prior to the fire season.

3) **Position in the Overhead Structure**

a) The Team Leader will be responsible to the Planning Section Chief.

b) Team members will be responsible to the Team Leader.

c) The Rehabilitation Specialist will be assigned to the Non-Suppression fire damages Team.

d) Pre-Season Planning: A pre-season planning meeting may be held as needed to discuss responsibilities and operations matters.

b. Burned Area Survey Report and Prescriptions

1) Non-Suppression wildland fire damages

b. Rehabilitation Specialist prepares report with repair recommendations to repair fire suppression caused damages within 1 day after containment of the fire.

c. The Line Officer reviews the repair recommendations and with input from the Incident Commander, decides whether or not to authorize repair activities.

1) The Line Officer decides **no.**

a) Revise the repair plan.

2) The Line Officer decides **Yes**.

a) Rehabilitation Specialist supervises completion of repair work.

b) Repair measures should be completed or contracted to be completed before incident is returned to local unit.

3. The Rehabilitation Specialist **finds** significant Non-Suppression wildland **fire-caused Damages.**

a. Call for a team of specialist.

b. All work by the Team is coordinated with Rehabilitation Specialist on Non-Suppression fire damages.

c. Rehabilitation Team completes a fire Area Survey.

d. Rehabilitation Team completes report and prescriptions within 3 days of control of the fire and submits them to the Planning Section Chief. Funding sources for all rehabilitation activities must be identified in the report.

e. Line Officer decides whether or not to approve the rehabilitation plan.

1) Line Officer decides **no**.

a) Revise rehabilitation plan.

2) The Line Officer decides **yes**.

a) Team Leader coordinates rehabilitation with project supervisor.

C. FARM SERVICE AGENCY PROGRAMS AVAILABLE DUE TO NATURAL DISASTERS.

The USDA Farm Service Agency provides special programs such as the Emergency Conservation Program (ECP), which provides emergency funding to agricultural producers who have suffered severe damage to their farmland as a result of natural disaster. These disasters may include flooding, fire, drought, etc. Local FSA county committees, with concurrence by the FSA state committee and approval by the National FSA office, are authorized to implement ECP funding for eligible producers within their specific county. Other programs such as the Livestock Assistance Program (LAP) and Livestock Indemnity Program (LIP) are ad hoc programs implemented by Congress and are available in emergency situations when funding is available.

D. NATURAL RESOURCES CONSERVATION SERVICE (NRCS) has the Emergency Watershed Protection Program (EWP) and Environmental Quality Incentives Program (EQIP) available for local sponsors to use to aid in recovery work. USDA Natural Resources Conservation Service provides technical and financial assistance to install measures that reduce post-fire damage. The measures are intended to reduce threats to life or property, retard runoff, restore capacity of waterways, prevent flooding and/or soil erosion, and reduce damage from sediment and debris. The removal of debris deposited by the disaster that is a health or safety hazard can be a part of such measures as well. In addition to the EWP program, NRCS offers conservation information and expertise to individual homeowners or landowners seeking technical assistance in their rehabilitation efforts.

E. MONTANA DNRC FIRE REHABILITATION SERVICES

1. **Service Forestry Bureau Programs**

a. Forest Practices

1) Slash
2) Streamside Management Zones (SMZ)
3) Best Management Practices (BMP)

b. Forest Health

1) Entomologist
2) Insect and disease

c. Tree Seedling Nursery

d. Community Forestry

990 FIRE SEVERITY

991 LAND OFFICE AND EASTERN ZONE SEVERITY PLANNING

A. Each Land Office within the Department's direct protection, and a Zone comprised of counties within the Central, Eastern, Southern, and Northeastern Land Offices, will develop a plan based on decision points developed from statistical fire occurrence data and past fire indices. This plan should reside in the Land Office.

1. The Land Office or Zone plans need to account for possible types of resources to consider based on the "decision points" and fuel conditions at each Unit Office or the Eastern Fire Zone. This would include fire prevention resources, suppression resources, and overhead resource needs.

2. Specifically, plans will follow the guidelines of the Northern Rockies Coordinating Group Fire Severity Authorization.

B. Plans should remain flexible, and not state the number and type of resource each Unit will have, but State resources that will be considered at a given level of severity.

C. Software such as Fire Family Plus, free from the USFS at http://www.fs.fed.us/fire/planning/nist/applicat.htm, is a useful tool in analyzing statistical fire occurrence and weather/indices data, and assist in determining decision points. Areas may use other tools in determining individual decision points, but should be based on a measurable fire index.