



**NORTHERN ROCKIES COORDINATING GROUP (NRCG)  
NWCG STANDARDS FOR INTERAGENCY INCIDENT BUSINESS MANAGEMENT  
SUPPLEMENT**

**CHAPTER 50 – INTERAGENCY COOPERATIVE RELATIONS**

**Supplement No:** NR-2023-6

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**Approved:**

*/s/ Rich Cowger*  
**RICH COWGER**  
**Chair**

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|   |                    |          |
|---|--------------------|----------|
| <b>New Document</b>   | NR-2023-6          | 76 Pages |
| <b>Superseded Document(s) by Issuance Number and Effective Date</b> | NR-2022-6 (4/1/22) | 78 Pages |

**Digest:**

**Exhibit NR10-Updates Montana Department of Natural Resources (DNRC) for the following:**

- 01.3-2 DNRC employees, including EFFs, other MT state agency employees, and LGFF employees, will remain in paid status through the duration of their shift, and no documentation will be required on any shift ticket.
- 01.5-5 Personnel rates used to calculate Fully Operated Engine and Tender rates were re-evaluated and updated for CY 2023.
- 01.5-5-1 Personnel rates used to calculate Fully Operated ALS/BLS Ambulance, and individual hourly rates, were re-evaluated and updated for CY2023.
- 01-10 Law Enforcement vehicle daily rate increased to \$140.00/day plus fuel.
- 01-11-1 Off-Road Vehicle and Command Vehicle daily rate increased to \$140.00/day plus fuel.
- 01.11-2 Rate added for a Starlink Satellite kit at \$75.00/day.

**Exhibit NR11- Idaho Department of Lands**

- Language added regarding Wildland Firefighter Differential Pay which is a form of Hazard Pay.

**Exhibit NR12 – North Dakota Forest Service**

- Engine, water tender, dozer, grader, UTV rates updated.

**Exhibit NR13- South Dakota Wildland Fire Division**

**FORMAL AGREEMENTS****Agreements between Federal, State Fire Organizations and Local Governments**

This supplement outlines incident business management procedures specific to Montana DNRC, the Idaho Department of Lands (IDL), the North Dakota Forest Service (NDFS), and the South Dakota Wildland Fire Suppression Division (SD WFS) that differ from the NWCG Standards for Interagency Incident Business Management (SIIBM) handbook. These directions apply when working on fires under the protection of the respective agency or when working with state employees, county employees, or city, county, or rural fire departments from the respective states.

**Exhibits: NR10 – Montana Department of Natural Resources and Conservation**

**NR11 – Idaho Department of Lands**

**NR12 – North Dakota Forest Service**

**NR13 – South Dakota Wildland Fire Division**

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**EXHIBIT NR10****01.1 MONTANA DNRC GENERAL INFORMATION**

This information is intended to provide a general outline of DNRC and Local Government Fire Force (LGFF) operating procedures. For further information contact one of the six Area Land Offices, the Forestry Division, or the Fire Protection Bureau:

**LAND OFFICES:**

|                          |                |                |
|--------------------------|----------------|----------------|
| Central Land Office      | Helena, MT     | (406) 458-3500 |
| Eastern Land Office      | Miles City, MT | (406) 232-2034 |
| Northeastern Land Office | Lewistown, MT  | (406) 538-7789 |
| Northwestern Land Office | Kalispell, MT  | (406) 751-2240 |
| Southern Land Office     | Billings, MT   | (406) 247-4400 |
| Southwestern Land Office | Missoula, MT   | (406) 542-4200 |

**FIRE PROTECTION BUREAU:** Missoula, MT (406) 542-4250

**FORESTRY DIVISION:** Missoula, MT (406) 542-4300

**BILLING:**

DNRC will use applicable LGFF equipment rates and **actual** personnel costs for purposes of billing other agencies and private entities for fire suppression services. Rates for on and off-road vehicles will be billed according to rates found in Section 01.11-1 of this supplement.

**RATES FOR T1-7 ENGINES AND T1-3 WATER TENDERS:**

The rates contained in this supplement for LGFF T1-T7 Engines and T1-T3 Water Tenders (Support and Tactical) were updated in CY2022 using a combination of consensus and collected data inputs, combined with an equation that calculates a Replacement Asset Value, determined by using estimated inflation and maintenance costs. This formula is representative of the actual cost of replacing the equipment in the future. These hourly rates will remain static to the year 2025 after which they will be re-evaluated and adjusted as needed.

Personnel rates used to calculate the Fully Operated rates were also re-evaluated and updated for CY 2023.

**01.2 EMERGENCY MEDICAL SERVICES**

Emergency Medical Services (EMS) are available in the State of Montana through the regular ordering process at interagency dispatch centers. The preferred method of hiring EMS personnel and equipment/vehicles in Montana is: 1) Local EMS Jurisdiction (Public); 2) sponsored Agency personnel licensed in Montana; and 3) Montana Fire Service Organizations, providing EMS services.

**ALL EMS PROVIDERS REQUESTED TO WORK UN-ESCORTED NEAR THE FIRELINE, MUST BE NWCG QUALIFIED IN A FIRELINE POSITION AND HAVE, IN THEIR POSSESSION, A CURRENT INCIDENT QUALIFICATION CARD.**

1 ALL EMS providers working within the State of Montana must have a current professional license, as  
2 determined by the Montana Board of Medical Examiners.

3 This can be verified by either obtaining a copy of the EMS provider's license or by going to  
4 <https://boards.bsd.dli.mt.gov/medical-examiners/license-information/> and "Look Up a License".

- 5 a) **If ordering individual EMS personnel:** Individual EMS personnel may function at the Basic Life  
6 Support level anywhere in the State of Montana with a current licensure of EMR, EMT, AEMT, or  
7 Paramedic if they are following State of Montana Protocols ([https://boards.bsd.dli.mt.gov/medical-](https://boards.bsd.dli.mt.gov/medical-examiners/license-information/emergency-care-provider)  
8 [examiners/license-information/emergency-care-provider](http://www.emt.mt.gov/)<http://www.emt.mt.gov/>). If individual EMS  
9 personnel are expected to function at any level beyond Basic Life Support, they must have medical  
10 direction (Montana recognized Medical Director) that agrees to provide medical oversight  
11 (medication procurement, QI/QA (Quality Improvement and Quality Assurance) and retrospective  
12 operational review) while operating on a fire assignment. This should be confirmed in writing (the  
13 individual EMS provider should be able to provide) or via direct phone contact with the Medical  
14 Director providing oversight.
- 15 b) **If ordering an LGFF (ambulance): For additional direction, please see Section 01.5-5-1.** All  
16 EMS services are required to be licensed by the State of Montana to offer services. Service  
17 licensure can be confirmed if needed by either calling 406-444-3895 or going to  
18 [www.dphhs.mt.gov/publichealth/emsts](http://www.dphhs.mt.gov/publichealth/emsts).
- 19 However, verifying the EMS licensure status of individual LGFF ambulance personnel is not  
20 necessary.
- 21 c) **If you encounter an EMS individual NOT LICENSED in MONTANA:** If you want to utilize this  
22 person as an EMS individual provider on the fire and they hold an EMS licensure in another state  
23 (not the National Registry of Emergency Medical Technicians - NREMT), there is a provision for  
24 their EMS credentials to be recognized and utilized on this fire assignment. A form can be  
25 downloaded, completed, and faxed to the Montana Board of Medical Examiners. The  
26 "TEMPORARY EMERGENCY/DISASTER EXEMPTION" form can be downloaded at:  
27 <https://boards.bsd.dli.mt.gov/docs/med/ecp/Temporary-Emergency-Disaster-Exemption-Form.pdf>
- 28 d) Proof of EMS licensure currency and medical oversight will be managed at the local level through  
29 the home unit agency certifier or the dispatch center IQCS/IQS account manager.
- 30 e) EMS personnel must furnish medical supply inventory upon arrival at the incident. While at the  
31 incident the EMS personnel will keep a daily log of medical supplies used, for reimbursement  
32 purposes at the end of the incident. All items for replacement must be documented in writing by the  
33 Medical Unit Leader or their designee.
- 34 f) ALS kits will be signed up on either an Emergency Equipment Rental Agreement (EERA) or  
35 Incident Rental Agreement (IRA). The Resource Order must note the kit as a support item.

### 36 **01.3 EMERGENCY FIREFIGHTERS (EFFs) AND OTHER STATE OF MONTANA** 37 **EMPLOYEES**

38 DNRC has six (6) Area Land Offices with various Unit Offices, and the Fire Protection Bureau that engage  
39 in statutorily mandated wildland fire suppression and all hazard incident activities. In some areas of the  
40 state, DNRC hires seasonal firefighter positions annually. As needed, DNRC also hires temporary,



1 Emergency Firefighters (EFFs) for individual emergency operations that require more personnel than are  
2 already on staff.

3 A DNRC EFF is an individual hired of necessity to cope with a sudden emergency, actual or potential, which  
4 threatens damage to DNRC protected property. EFFs are hired without a competitive interview process.  
5 While individuals may complete all necessary hire paperwork to be available as an EFF during a wildfire  
6 season, or an extension of the wildfire season, they are not employed and are therefore, not paid until they  
7 are hired and work on an as-needed basis for an incident. EFF employment is sponsored for an individual  
8 wildfire or other hazard incident basis. Employment terminates when the EFF's work on the incident is  
9 complete. Employment as an EFF is not guaranteed. Hiring and dispatching EFFs for incidents impacts the  
10 limited resources at the DNRC offices that sponsor the EFFs, limiting how many EFFs can be sponsored at  
11 any given time. Generally, EFF sponsorship is looked at as to whether it is a benefit to the DNRC or the  
12 incident management organizations that the DNRC supports. Trust and responsibility are critical criteria for  
13 all DNRC incident personnel in dealing with wildfire command structure, agency cooperators, local  
14 governments, and the public. DNRC is not obligated to provide an Incident Qualification Card (Red Card),  
15 to hire, sign up, or mobilize personnel or equipment. DNRC will determine which (if any) personnel or  
16 equipment will be sponsored and mobilized. EFFs that are hired are required to have a Montana address.

17 An EFF must be 18 years or older *at the time of hire* to participate in any type of fire line activity. Those  
18 between 16-17 years old may participate in camp duties or other non-fireline type activities.

19 EFFs are not authorized for non-suppression projects or support, such as for RX fires or fuels management.

20 DNRC does NOT use the same Administratively Determined (AD) pay plan rates or Casual Hire Form as  
21 federal agencies when hiring casual firefighters. DNRC hires casuals (EFFs) as state employees using the  
22 EFF Pay Plan. EFF rates of pay are determined by the nature of the EFF work assigned. See the NRCG  
23 supplement to Chapter 10, Exhibit NR01, for the current pay plan.

24 When an EFF Class B-O works as a trainee, they shall be paid one EFF class below the fully qualified EFF  
25 class. For example: an engine boss (ENGB - EFF-F) as a trainee would be paid at the EFF-E class.

26 Employees of other Montana State agencies may be utilized by the DNRC to assist on DNRC fires. The  
27 hiring of these employees is typically done through the DNRC Land or Unit office. For more information  
28 see Chapter 310 of the DNRC Incident Business Management 300 Manual at:

29 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

### 30 **01.3-1 Entitlements**

31 DNRC hired EFFs and other MT State agency employees:

- 32 1) Are considered Short-Term Workers and are not subject to the 90 working days threshold. EFF  
33 employees do not earn sick or annual leave and are not required to participate in the state retirement  
34 plan (Public Employees' Retirement System [PERS]). However, EFFs who are currently  
35 participating in a PERS state retirement plan through other current or previous employment must  
36 participate in the retirement plan. Questions should be directed to the DNRC Payroll Office (406)  
37 444-5735 or the responsible hiring DNRC Land or Unit office.
- 38 2) Are covered under the provisions of the State of Montana Workers' Compensation Insurance  
39 Program (known as Montana State Compensation Insurance Fund or, Montana State Fund).

- 1 3) Have state and federal withholding taxes deducted from gross earnings, and state unemployment  
2 insurance is paid by the State of Montana. Federal Social Security (FICA) taxes are not deducted  
3 from EFF earnings.
- 4 4) Do NOT receive hazard pay or any other form of differential pay, except for overtime. An exception  
5 to this is for specially trained MT State employees or EFFs working in the Operable Unit 3 asbestos  
6 area near Libby Montana, for which hazard pay is authorized.
- 7 5) EFFs receive the base rate for the first eight (8) hours of work per calendar day, and 1.5 times the  
8 base rate for all approved time worked beyond eight (8) hours per calendar day and for all hours  
9 worked beyond the 40-hour base in the work week. Other state employees receive 1.5 times the base  
10 rate for all hours worked beyond the 40-hour base in the work week. Overtime will not be calculated  
11 at the incident but will be figured when the Incident Time Reports (OF-288s) are processed by  
12 Payroll.

13 DNRC employees, including EFFs and other MT State agency employees, may occasionally be in situations  
14 where meals or lodging may need to be paid out-of-pocket when in travel status or when meals at fire camp  
15 are not available. Reimbursement for such expenses will be in accordance with agency travel and  
16 reimbursement policies, and state per diem rates, regardless of the location of the incident. If the incident is  
17 within Montana, the DNRC Fire Meal Policy may apply, if all requirements are met.

18 For current travel reimbursement policies and state per diem rates for travel, see the following web site:  
19 <https://dnrc.mt.gov/Forestry/Wildfire/forms-information> or <https://doa.mt.gov/employee-travel>.

20 During a declared *State of Emergency*, non-DNRC employees, except for rostered Incident Management  
21 Team (IMT) members, shall be mobilized through the *Montana Department of Military Affairs, Division of*  
22 *Emergency Services* (DES).

23 Telephones and cell phones provided by the State of Montana are to be used for state business only.  
24 Personal long-distance calls may not be made from or charged to state telephones.

### 25 **01.3-2 Meal Periods**

26 The guidelines of Chapter 10 of the SIIBM conflict with Montana Law and the Fair Labor Standards Act  
27 (FLSA). When committed or assigned to a wildfire or emergency incident, DNRC employees (including  
28 EFFs), other MT state agency employees, and LGFF employees, will remain in paid status (including meal  
29 breaks) throughout the duration of their shift. Documentation or notation of meal breaks (or lack thereof) on  
30 a shift ticket is not required.

31 Unless rendered inoperable (due to mechanical failure, or other circumstance), LGFF-owned and agency-  
32 owned equipment will remain in paid status for the duration of each scheduled shift.

### 33 **01.3-3 Work/Rest, Length of Assignment, and Days Off**

34 DNRC subscribes to the guidelines for work/rest, length of assignment, and days off as outlined in Chapter  
35 10 of the SIIBM.

36 DNRC employees, including EFFs may be entitled to one compensated R&R day after a consecutive 14-day  
37 assignment per the DNRC Work/Rest and Work-Length guidelines detailed in the DNRC 900 Manual -

1 Wildland Fire Suppression, Chapter 930, pages 4-10. If the Incident Commander (IC) on an incident feels it  
2 is warranted, it may be provided by the incident prior to demobilization.

### 3 **01.3-4 Payroll**

4 DNRC payroll occurs every other week throughout the year. Copies of payment documents should be  
5 transmitted to home units to meet [payroll calendar](#) deadline dates. It is the responsibility of each employee  
6 to ensure that their payroll documents are transmitted to their home unit in a timely manner.

7 EFF employees are normally paid upon completion of the fire assignment via direct deposit if elected (this is  
8 preferred) or by check mailed to the Montana address shown on the W-4. Payment is calculated directly  
9 from the completed Incident Time Report, (OF-288). **At the time of demobilization from an incident, the  
10 completed original OF-288 and signed Crew Time Reports (CTRs) or the combined DNRC  
11 Emergency Personnel & Equipment Shift Ticket, MUST be transferred to the responsible DNRC  
12 Land or Unit office for processing, preferably by hand with the demobing resource.** Copies of these  
13 documents may stay at the incident. On long duration incidents consideration should be given to biweekly  
14 transmission of EFF payroll documents; however, this must be prearranged with the responsible Land or  
15 Unit office.

### 16 **01.3-5 Hiring Documents**

17 All EFF hiring is done through a local DNRC office and does not require IMT involvement.

18 EFF hiring packets must be completed on an annual basis. Completing the online Electronic EFF Packet is  
19 the preferred method, available at <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>. EFFs should  
20 contact their local hiring office for the appropriate Access Code.

21 If EFFs are unable to complete the online Electronic EFF Hiring Packet, the following hard copy documents  
22 must be completed by the EFF using their legal name as shown on their Social Security card. **It is very  
23 important that these documents are completed legibly.** The local hiring office will transmit the original  
24 forms to the payroll department and retain a file copy.

25 These forms are available from DNRC Land or Unit offices, or are available for download at:  
26 <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>

- 27 1) EFF Hiring Packet Forms and Policies check list
- 28 2) Emergency Firefighter Employment Form
- 29 3) W4 – Employee Withholding Allowance Certificate
- 30 4) Decedent’s Warrant - Must be fully completed, including social security numbers and dates of birth.
- 31 5) Employment Eligibility Verification (IRCA Form I-9)
- 32 6) Public Employees’ Retirement System (PERS) Optional Membership Election
  - 33 a. Public Employees’ Retirement System Membership/Designation of Beneficiary Card- This  
34 form is only required if the EFF elects to be a member of PERS on the Membership Election  
35 form above.
  - 36 b. PERS Information Acknowledgement Form

- 1 7) Confirmation of Receipt of DNRC Policies by EFFs
- 2 8) SSA-1945 Statement concerning your employment in a job not covered by Social Security
- 3 9) Ethics Acknowledgement Form
- 4 10) EFF Employment Conditions Acknowledgement

### 5 **01.3-6 Payment Document Requirements**

#### 6 **Equipment Shift Tickets (Original pink copies for the payment office, blue copies for the file.)**

- 7 1) Emergency Equipment Use Invoice (OF-286)
  - 8 a) Fuel/Oil Tickets (OF-304)
  - 9 b) Shift Tickets (OF-297) or the combined DNRC Emergency Personnel & Equipment Shift Ticket  
10 (DNRC297)
- 11 2) Emergency Equipment Rental Agreement (EERA), (OF-294) or MT DNRC Incident Rental  
12 Agreement (IRA), if applicable
- 13 3) Chief's Certification for LGFF Equipment and Operators, if applicable
- 14 4) Inspection Form (pre/post) if available (OF-296)
- 15 5) Resource Order
- 16 6) Invoice, if required for the hiring option

#### 17 **Emergency Firefighter Crew Time Reports (white copies for the payment office.)**

- 18 1) Incident Time Report (OF-288)
  - 19 a) Crew Time Reports (SF-261) or the combined DNRC Emergency Personnel & Equipment Shift  
20 Ticket (DNRC297)
  - 21 2) Resource Order
  - 22 3) Chief's Certification for LGFF Equipment and Operators, if applicable

23 Fire payment packets containing the original Incident Time Reports, Crew Time Reports, Emergency  
24 Equipment Shift Tickets, and all supporting documentation will be completed (including all required  
25 signatures), a copy retained at the incident, and the **original packet returned with the designated**  
26 **representative** when demobed. This designated representative would normally be the Engine Boss, Strike  
27 Team Leader, Crew Boss, or single resource.

28 The designated representative should submit the signed original fire payment packet to the local DNRC Land  
29 or Unit office within 30 days of the demob date, and no later than 60 days without prior approval. Any  
30 questions should be directed to the local DNRC Land or Unit office.

### 31 **01.3-7 Compensation for Injury/Illness**

32 *Note: The Montana State Fund does not cover, on behalf of DNRC, those operators of equipment hired*  
33 *“fully operated,” other government agency employees, or LGFF who qualify and choose to use their own*  
34 *payroll. Any cooperator who is not hired as an EFF is not covered under DNRC’s policy. DNRC’s*  
35 *responsibility, in such cases, is limited to arranging for prompt emergency or other medical treatment if*  
36 *necessary. The attending physician must be advised that the private individual(s) involved have their own*  
37 *workers’ compensation coverage.*

1 The injured Montana State employee, or a person acting on behalf of the injured employee, is responsible for  
2 reporting the injury to the employee's immediate supervisor. The immediate supervisor is responsible for  
3 the preparation of the *DNRC Report of Incident* form. **Please refer to Chapter 10, Exhibit NR2, of the**  
4 **NRCG Supplement to the SIIBM for complete instructions.**

5 **Agency Provided Medical Care (APMC):** Each Land/Unit office or host agency office has at its discretion  
6 the ability to use APMC in a limited manner for minor injuries to return an employee to work status in a  
7 quick and efficient manner.

8 If medical care is not available at the fire or there is a minor injury that needs acute minor medical attention  
9 to return an employee to work, please contact the local Unit or Land office for approval for APMC. Please  
10 reference Chapter 10 of the SIIBM for APMC guidelines.

11 **NOTE: IN NO SITUATION SHALL CARE BE DELAYED!**

## 12 **01.4 PRIVATE FIRE SUPPRESSION RESOURCES – EMERGENCY EQUIPMENT RENTAL**

### 13 **01.4-1 Preferred Hiring Method**

14 During wildland fire suppression, DNRC offices may utilize any fire resource to aid in the suppression of  
15 any fire on lands protected by the State of Montana. This includes but is not limited to the use of any  
16 resource from the following sources: DNRC, other States and Federal agencies, LGFF, and private contract  
17 resources including competed solicitation resources and local EERAs. DNRC will order and utilize  
18 resources from the best, closest, and most logical source as determined based on urgency (date and time  
19 needed), availability, delivery time, reasonable cost, and operational impact on the agency and incident. This  
20 allows DNRC to select resources that will provide the fastest, most effective, and of most importance safe  
21 suppression of fires occurring on state protection.

### 22 **01.4-2 During Incident Sign-up**

23 In the event equipment does not have a pre-existing agreement, procedures in the SIIBM and the NRCG  
24 supplements to Chapter 20 and 50 of the SIIBM must be followed. On state fires, agreements initiated by  
25 DNRC personnel are not co-signed by federal Contracting Officers. Any DNRC personnel acting as  
26 signatory on any DNRC agreement must be named on the DNRC Authorized Signers List.

27 The preferred method of hire for equipment covered under the competitively solicited process where the  
28 contractor did not participate is an EERA which should show that the agreement is applicable only for the  
29 duration of the single incident and will not be eligible for interagency dispatch. However, if it is deemed in  
30 the best interest of the DNRC, an EERA may be executed for a longer period.

### 31 **01.4-3 Privately Owned Vehicles**

32 The following guidelines must be in place when hiring *non-government employee* privately owned vehicles  
33 on an EERA. (Refer to section 01.11-1 for direction related to DNRC employee-owned vehicles.) If this  
34 option is utilized, only the vehicle owner may operate the vehicle while it is under hire. The following  
35 guidelines must be in place for this type of acquisition. If a Fully Operated vehicle option is desired, please  
36 refer to the NRCG Chapter 20 of the SIIBM.

### 37 **Hired Un-Operated:**

- 1 • A Resource Order, or Initial Attack justification, is required for payment.
- 2 • Daily rate plus mileage rate from Section 01.11-1.
- 3 • The government provides operating supplies, including fuel.
- 4 • Vehicle's insurance coverage must include commercial liability coverage sufficient to comply with  
5 agreement requirements, i.e. hauling cargo, transporting people, etc. Proof of insurance coverage is  
6 required at time of inspection.
  - 7 ○ The vehicle owner assumes responsibility for all damage and/or injury to persons and/or property.
  - 8 ○ The vehicle owner shall maintain adequate public liability and property damage insurance.

### 9 **01.5 LOCAL GOVERNMENT FIRE FORCES (LGFF)**

10 In this document, the term Local Government Fire Forces (LGFF) refers to a subdivision of local  
11 government organized and administered as per Montana Code Annotated, Title 7 and mobilized in support of  
12 wildland fire:

13 a. Local Government:

14 A local government is a county, municipality, city, town, township, public authority, school  
15 district, special district, intrastate district, council of governments, regional or interstate  
16 government entity, or agency or instrumentality of a local government; any Tribal government  
17 or authorized tribal organization; and any rural community, unincorporated town or village, or  
18 other public entity. A private volunteer fire group, subscription fee for fire service  
19 organization/business or other organization which has not been organized and funded as per  
20 Title 7, Chapter 33, MCA is not considered a local government fire force for the purposes of  
21 this document.

22 b. Local Government Fire Forces:

23 The following are interchangeable with the term LGFF:

- 24 1) Fire departments (career, combination, volunteer) including municipal, rural fire districts,  
25 volunteer fire company, fire service area, or county rural fire department,
- 26 2) County or municipal (e.g. town or city) equipment and personnel,
- 27 3) Volunteer and paid personnel from Local Government Fire, Emergency Medical Service  
28 (EMS), Search and Rescue, or Law Enforcement organizations.

29 **NOTE:** If an individual or group who is a member of a LGFF contracts himself/herself or his/her  
30 privately owned/non-department owned equipment under a separate agreement, he/she is considered  
31 a private contractor and does not fall under any policy or rules pertaining to LGFF. Non-government  
32 owned equipment leased for the purpose of contracting out by a department to the system will, in  
33 most instances, be considered private contracting and, thus, not a part of the mobilization of local  
34 government fire forces. The intent for the mobilization of LGFF is for the equipment to be owned,  
35 licensed, operated, insured, and staffed by the LGFF mobilized.

## 01.5-1 General Information

The guidelines in this document apply when Local Government Fire Forces are hired for use by NRCG agencies. Hiring practices for other municipal city, county and state resources are also addressed in this section. Detailed equipment and personnel standards, mobilization and dispatch procedures are included in the NRCG Mobilization of Local Government Firefighting Resources Guide. The document may be found on-line under Mobilization Guides at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>.

In accordance with the Montana Master Cooperative Wildland Fire Management and Stafford Act Response Agreement signed by the U.S. Forest Service, Bureau of Land Management, National Park Service, Bureau of Indian Affairs, Fish and Wildlife Service, and the State of Montana, DNRC is designated as the mobilization and payment agency for personnel and equipment obtained from LGFF when dispatched in circumstances other than local initial attack under mutual aid agreements. LGFF equipment and personnel costs will be paid by DNRC, which, in turn, will bill the responsible cooperator agency when applicable. Said resources shall be considered agents of the State. DNRC is under no obligation to sign up, mobilize, dispatch, or sponsor any particular local government person or fire entity and does so only to meet the needs of the wildland fire system. The intent for mobilization is to meet incident needs and is not intended to provide an ongoing “business” for any entity. DNRC will determine who, what, and under what circumstances it will mobilize LGFF personnel or equipment.

Procurement of equipment and personnel from LGFF will follow the procedures established by the State of Montana DNRC Fire Protection Bureau and local Land or Unit offices. All rates and responsibilities have been established between the State of Montana and representatives of the LGFF. For current rates refer to Section 01.5-5 Local Government Fire Force Equipment. Renegotiation of rates and responsibilities shall not happen at emergency incidents. If there are compelling reasons for renegotiation, the responsible Land or Unit office must be involved in the negotiations, must modify the current agreement, and initial the modification, and must document the justification for the modification on the payment cover sheet. Normally, LGFF apparatus, equipment, and personnel will be signed up prior to the incident by the local DNRC Land or Unit office. If it is necessary to sign up equipment at the incident, contact the responsible Land or Unit office.

For non-suppression use of LGFF resources (prescribed fire, fuels projects) reference section II of the [NRCG Mobilization of Local Government Firefighting Resources guide](#).

**LGFF BILLING PROCESS:** Original Fire Payment Packages submitted by LGFF departments, for LGFF equipment or personnel, should be received at the appropriate DNRC Area or Unit office within 30 days, and certainly no later than 60 days after demobilization from the incident of those same resources. Billing packages received after 60 days will be rejected unless prior arrangements have been made with the DNRC Land or Unit office. **All fire payment packages must be received by the Forestry Division Office (FDO) for final audit by the last business day in December of the incident year. Fire payment packages received after that date, may not be paid.**

**NOTE:** DNRC is not authorized to make payments directly to local government fire service organizations. Per Montana Code Annotated (MCA 17-8-311), “All payments made by a state agency to any city, town, county, or local government entity must be payable to the Finance Officer of the appropriate city, town, or county.”

1 **Mutual Aid** - Mutual Aid resources may be converted to paid status after the initial response if the  
2 Land/Unit office deems it in the best interest of the State to do so. Mutual aid will not be paid without host  
3 Land/Unit office approval. Mutual aid responses will be paid according to the requesting jurisdictions'  
4 Annual Operating Plan (AOP). In absence of an AOP, a standard of eight (8) hours mutual aid is in effect. It  
5 is the **responsibility** of the resource to contact the IC and request to remain on the fire. The ultimate decision  
6 for that resource remaining on the fire is contingent on the needs of operations and approval by the IC and  
7 local Land or Unit office. If the resource remains on the fire beyond the mutual aid period without going  
8 through the IC approval and sign-up process, the resource will not be paid. The following conditions and  
9 criteria must be met to be placed into pay status:

10 1) IC and DNRC Land/Unit or federal agency approval

- 11 • Equipment and personnel must meet agency standards put forth in this supplement.
- 12 • Have a resource order or initial attack justification.
- 13 • Be inspected or have signed the "No Damages/No Claims" statement of the OF-286 upon demob.

14 If these criteria are met, the resource may be paid back to the first hour of mutual aid request. It is the  
15 responsibility of the LGFF to ensure that these criteria are met. If any of the criteria are not met, any time  
16 worked will be considered donated mutual aid time.

17 If a pre-season equipment rental agreement is not currently in place, the LGFF should contact the local  
18 DNRC Land or Unit office to create an Incident Rental Agreement (IRA). **All LGFF shift tickets and**  
19 **other appropriate documentation should be filled out beginning at the time of dispatch regardless of**  
20 **pay status to facilitate conversion to pay status if/when applicable.**

21 **Crew Swap/Crew Change Out** - Travel expenses and travel time incurred swapping out LGFF crews is  
22 compensable at the end of a crews' tour of duty (i.e. at the end of a 14-day assignment) if the resource (i.e.  
23 engine) is extended and there is a need to re-crew the equipment. Travel expenses and travel time for crew  
24 swaps that occur within the tour of duty to meet LGFF department staffing needs are done so at the cost of  
25 such departments. Travel expenses and travel time incurred for replacement of an individual due to an  
26 emergency demobilization may be compensable, depending upon the circumstance, and is at the discretion of  
27 the agency Line Officer or Agency Administrator.

28 **01.5-2 Within Local Government Fire Force Legal Jurisdiction**

29 Montana LGFF entities formed under MCA, Chapter 7, have a legal obligation for performance and to  
30 provide service within their home jurisdictions. In general, to qualify for payment within its legal  
31 jurisdiction, not including severity; the LGFF must be fully committed (the situation has surpassed the  
32 jurisdiction's capabilities and all firefighting resources have been exhausted), have exercised all mutual aid  
33 resources possible, and/or have been granted a DNRC county assist. The criteria for fully committed and  
34 commitment of mutual aid resources will vary by county, by time frame, resource availability, activity level,  
35 and jurisdictional commitment and is to be determined by the local DNRC Land/Unit office involved.

36 LGFFs responding to incidents under their jurisdictional responsibility should not expect to be placed into  
37 pay status; however, entities may be reimbursed for their operating expenses, as needed, and/or hired within  
38 the first 24 hours on an incident, if specifically provided for in an AOP, IA, or Mutual Aid Agreement or  
39 approved by the local DNRC office. Approved operating supplies (fuel, oil, and foam) may be covered



1 beginning 24 hours after the initial attack resources are dispatched. Repairs and normal maintenance will be  
2 the LGFF's responsibility.

3 Rostered volunteer LGFF personnel may be hired as EFFs and paid for their time commencing 24 hours after  
4 the first initial attack resources are dispatched, unless otherwise designated in the local AOP or negotiated  
5 with the local DNRC Hiring Office, beginning with the time of dispatch from the respective dispatching  
6 center. Rostered department members mean firefighters who are readily available to that Department to  
7 respond to incidents within its own jurisdiction on a daily basis throughout the year. Other eligible  
8 reimbursement scenarios may include:

- 9 • An extended attack or project fire occurring within/immediately adjacent to the LGFF jurisdiction,  
10 causing a burden on the LGFF entity, and requiring prolonged commitment of LGFF resources for an  
11 extended period.
- 12 • To boost and/or assure extended staffing of a LGFF wildfire incident where it is in DNRC's interest  
13 to do so.
- 14 • Specialized or specific LGFF equipment necessary to support an incident (i.e. Tenders, Ambulances,  
15 Pumps, Tanks)

16 The NRCG agencies have agreed to recognize and accept each member agency's individual fire training and  
17 qualification standards. All LGFF firefighters mobilized by DNRC for use on interagency incidents will meet  
18 the training requirements for the specific position(s) qualifications in accordance with NWCG Standards for  
19 Wildland Fire Position Qualifications (PMS 310-1), NIMS, NFPA or equivalency. Using the DNRC Chief's  
20 Certification form, the LGFF Chief Officer has the authority to "Chief Certify" those individuals for the  
21 positions of ENGB, FFT2, FFT1, ENOP, and WTOP only. All other positions require a DNRC sponsored  
22 Incident Qualification Card.

23 LGFF entities operating within their own jurisdiction or operating in a mutual aid situation are responsible  
24 for establishing and meeting their own local standards. "Local Standards" are the minimum physical fitness,  
25 experience, training, and equipment standards recognized within their city, county, or jurisdictional area.

26 EFF rates of pay are determined by the Incident Command System (ICS) position or nature of the EFF work  
27 assigned. See the NRCG Supplement to Chapter 10, Exhibit NR1, for the current EFF Pay Plan. Hiring  
28 documentation for LGFF personnel is the same as for other DNRC EFF personnel. See Section 01.3-5 for  
29 information on hiring DNRC EFFs. Ideally, hire packets should be completed pre-season and copies kept on  
30 file at the hiring DNRC Land or Unit office.

31 **LGFF personnel are responsible for completing the combined DNRC Emergency Personnel &  
32 Equipment Shift Ticket (DNRC297) or the Crew Time Report (SF-261) and the Emergency  
33 Equipment Shift Ticket (OF-297) and submitting these documents to the DNRC Area or Unit office, or  
34 IMT Finance Section. The office or Finance Section will post and complete the Incident Time Report  
35 (OF-288) and Emergency Equipment Use Invoice (OF-286) for payment.**

36 **Severity and Station Staffing**: When approved by the DNRC Hiring Office, LGFF personnel and  
37 equipment may be hired to bolster agency capabilities to respond to and manage wildfires during periods of  
38 elevated fire conditions. These LGFF resources remain under the control of the hiring agency and are  
39 performing that agency's mission. Pre-suppression severity funds may be approved when the planning level  
40 requires a measured increase of the available resources required to respond in a timely manner to avert loss

1 to life and natural resources. LGFFs may be hired for pre-suppression severity within their jurisdiction when  
2 the LGFF is clearly supporting an agency's wildfire response mission.

3 LGFF personnel will be in pay status for the entirety of the shift they are performing DNRC assigned duties.  
4 LGFF personnel may be available to respond to incidents other than wildland fires that are within the  
5 LGFF's responsibility, providing that the LGFF and hiring agency have agreed on a plan that clearly outlines  
6 items such as notification, move-up of resources or preposition, and ensures the individuals are removed  
7 from pay status for the duration of these types of incidents. Agencies using LGFF for severity may move-up  
8 resources or preposition with other available resources and has no obligation to rehire the LGFF.

9 All LGFF payment will be in accordance with the NRCG supplements to Chapter 10 and 50 of the SIIBM.  
10 Severity rates for LGFF equipment is 100 percent of the established hourly rate under hire. Resources  
11 assigned to a severity assignment (either DNRC or Federal) shall complete all required fire finance  
12 paperwork as prescribed by that hosting/hiring unit. Upon completion of the assignment, the LGFF will  
13 submit a complete package back to their home DNRC Hiring Office within 30 days for processing for  
14 payment.

15 "Station Staffing" is a cooperative effort between DNRC and the LGFF entity for the purposes of funding  
16 personnel staffing for unstaffed (i.e. volunteer), or up-staffing otherwise understaffed, fire stations during  
17 periods of critical fire occurrence. This non-traditional method of hiring LGFF entities helps bolster local,  
18 coordinated, and rapid initial attack with the goal of reducing the likelihood of large/escaped fire situations  
19 that would require mobilizations of costly personnel and equipment. Typically, LGFF entities are staffing  
20 their assigned DNRC-owned County Co-op Engines with their rostered personnel hired as EFFs (or under an  
21 Option 3 Cooperative Agreement). Apart from a refurbishment fee, DNRC-owned County Co-op Equipment  
22 is not compensated for in-state use. Occasionally during periods of exceptional activity, this station staffing  
23 is broadened to authorize including other LGFF-owned apparatus. Payment of other apparatus is subject to  
24 terms documented in an AOP, MOU, and appropriate IRA (or otherwise agreed to by the DNRC Hiring  
25 Office).

### 26 **01.5-3 Possible Hiring Methods**

27 LGFF resources may be hired in **one or more of the following options**. Each option requires a separate  
28 agreement. Upon approval by the local Land/Unit office, one piece of equipment may be hired on more than  
29 one Montana DNRC IRA if the LGFF wishes it to be available on both an un-operated and fully operated  
30 basis. Procurement officials on incidents should consult the hiring DNRC Land or Unit office for more  
31 information regarding specific agreements. See DNRC General Information listed above in Section 01.1 for  
32 contact information.

33 For LGFF to be eligible to accept assignments outside the Northern Rockies Geographic Area, LGFF  
34 equipment and personnel must be hired as Fully Operated (Option 2) or under a separate cooperative  
35 agreement (Option 3), and be operated by LGFF employees, not EFFs.

36 LGFF personnel may be hired as an EFF and accept an out-of-region assignment as a Single Resource (refer  
37 to Section 01.5-4 for more information).

38 Mobilization, including assignment extension, is subject to DNRC approval, since DNRC carries the expense  
39 of every mobilization. Assignment extensions require approval by the DNRC Hiring Office and must be  
40 documented on a Resource Extension Request Form.

## 1 **Hiring Options**

2 The following hiring options generally refer to the most common methods of hiring both LGFF equipment  
3 and personnel. For single resource LGFF emergency firefighters, see section 01.5-4. All LGFF personnel  
4 who are mobilized under hiring Option 1, 2, or 3 MUST be officially rostered volunteers or employees of the  
5 fire department they are hired with to be placed into pay status (primary or secondary roster). As part of  
6 being on that roster, the personnel must have either a DNRC sponsored Incident Qualification Card or be on  
7 the Chief's Certification for that department. Rostered department members mean firefighters who are  
8 readily available to that Department to respond to incidents within its own jurisdiction on a daily basis  
9 throughout the year.

10 The LGFF Hiring Option Chart is posted under LGFF Forms at: [https://dnrc.mt.gov/Forestry/Wildfire/local-](https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces)  
11 [government-fire-forces](https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces)

12 **Option 1: UN-OPERATED** – Under this method, equipment and personnel will be hired separately.

13 LGFF Personnel - will be hired as EFFs, temporary employees of the State of Montana.

14 LGFF Equipment - will be hired on a DNRC IRA at the un-operated rate as listed in this supplement. See  
15 Section 01.5-5. Operating supplies (fuel, oil) may be reimbursed upon timely submission of detailed  
16 receipts.

17 Incident rental agreements for LGFF engines and water tenders hired un-operated under this option, are not  
18 valid outside the Northern Rockies Geographic Area.

19 **Travel and per diem costs will be reimbursed according to the Montana DNRC travel policies. DNRC**  
20 **Fire Meal Rates may be applicable, otherwise standard state per diem rates will apply.**

21 **Option 2: FULLY OPERATED** – Under this method, LGFF personnel are not hired as EFFs, they remain  
22 LGFF employees; the personnel and equipment are paid at fully operated rates as listed in this supplement.  
23 See Section 01.5-5. The LGFF department is responsible for their own payroll costs, including taxes and  
24 workers' compensation insurance, as required under state law.

25 Travel and per diem costs associated with LGFF resources responding to/from an incident will be paid  
26 according to guidelines in Chapter 10 of the SIIBM and reimbursed according to the policies of the LGFF  
27 payroll entity. All LGFF expenses must be paid through the employing LGFF agency and submitted to  
28 DNRC for reimbursement with the agency invoice. Per diem will be reimbursed at established rates detailed  
29 in the LGFF department Travel Policy. In the absence of an established LGFF Travel Policy, reimbursement  
30 will be made according to current State of Montana per diem rates or DNRC Fire Meal Rates if applicable.

31 LGFF equipment hired on a fully operated basis is eligible to accept assignments outside of the Northern  
32 Rockies Geographic Area. Any out-of-region assignment with a piece of equipment that is over 26,000 lbs.  
33 GVW will require an Interstate Commercial Driver's License (CDL) with all applicable endorsements.  
34 DNRC remains the mobilization and payment agency for LGFF resources on out-of-region assignments.  
35 Rates set forth in this supplement, Section 01.5-5, are based on NWCG typing standards. All staffing  
36 requirements must meet NWCG standards. For operational purposes and/or for safety reasons some engines  
37 or tenders may operate with an additional crew member(s), beyond the minimum, with the written approval  
38 of the ordering entity and documented on a resource order. Add an additional \$28.00 per hour to the Fully

1 Operated rate for an additional crew member. *Engines or tenders staffed with less than the minimum number*  
2 *of crewmembers are out of compliance and may not be hired.*

3 **Option 3: COOPERATIVE FIRE SUPPORT AGREEMENT** - At the discretion of the local DNRC Land  
4 or Unit office, an exception may occur when salaried or union fire departments or other municipal city or  
5 county government departments or divisions elect to provide their normal payroll and contract their services  
6 to DNRC. This is acceptable (with confirmation of workers' compensation coverage) and may be a more  
7 agreeable way of meeting the requirements of collective bargaining.

8 Under these circumstances, the LGFF is resource ordered through the National Dispatch System and  
9 considered an agent of the State. This may also include volunteer staff (non-career employees) for  
10 combination departments. If the LGFF chooses to include volunteers under Option 3, volunteers could be  
11 put into pay status and paid at the current EFF pay rate (detailed in Exhibit NR1 of the NRCG Supplement to  
12 Chapter 10 of the SIIBM) plus benefits by the LGFF. The LGFF will invoice the DNRC for receipted travel  
13 and per diem expenses, normal payroll (hourly rates will not exceed normal rate of pay), including overtime,  
14 and if applicable, backfill, and the un-operated rate for the equipment, per the Cooperative Fire Support  
15 Agreement executed between the DNRC Land or Unit office and the fiscal authority for the LGFF. This  
16 Cooperative Agreement provides acceptance by both parties of the SIIBM and NRCG supplements.  
17 Questions regarding this agreement should be directed to the hiring Land or Unit office.

18 Prior to mobilization, the LGFF will provide DNRC with the regular hourly and overtime billing rates of the  
19 employee(s) being mobilized on a LGFF Cooperative Fire Support Agreement-Billing Rate Form. This form  
20 can be found under LGFF Option 3 at: <https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces>.  
21 The rates provided should reflect actual total cost of compensation (TCC) of the individual employee by the  
22 LGFF entity (to include all wage, benefits, insurance, unemployment, retirement entitlements, etc.)

23 Travel and per diem costs associated with LGFF resources responding to/from an incident will be paid  
24 according to guidelines in Chapter 10 of the SIIBM and reimbursed according to the policies of the LGFF  
25 payroll entity. All LGFF expenses must be paid through the LGFF employing agency and submitted to  
26 DNRC for reimbursement with the agency invoice. Per diem will be reimbursed at established rates detailed  
27 in the LGFF department Travel Policy. In the absence of an established LGFF Travel Policy, reimbursement  
28 will be made according to current State of Montana per diem rates or DNRC Fire Meal Rates if applicable.

29 Qualifications of ENGB, FFT1, FFT2, ENOP, and WTOP are to be documented on the Chief's Certification  
30 form (see Section 01.5-4) and are only valid when mobilized with a current IRA. LGFF qualifications  
31 beyond those listed here require a DNRC sponsored Incident Qualification Card.

32 LGFF equipment hired under Option 3 is eligible to accept wildland fire assignments outside of the Northern  
33 Rockies Geographic Area. DNRC remains the mobilization and payment agency for MT LGFF on out-of-  
34 geographic area wildland fire assignments.

35 **NOTE:** Resources mobilized outside of the Northern Rockies Geographic Area through the Emergency  
36 Management Assistance Compact (EMAC) are not necessarily subject to provisions contained within this  
37 supplement. EMAC mobilizations are negotiated and specifically facilitated by the Montana Department of  
38 Disaster and Emergency Services (MT DES) and the sending/receiving agency. For questions on EMAC  
39 mobilizations, contact the Montana DES (406)-324-4777.

1 **Resource Orders** - E numbers are to be issued for equipment, and the personnel staffing that equipment will  
2 be rostered under the same E number. O numbers are to be issued for Overhead and Single Resources  
3 assigned to an incident. (O numbers are not to be issued for personnel listed on the equipment). An E  
4 number may be issued for a support vehicle used on an incident for an overhead or single resource; or the  
5 resource order for the overhead or single resource may simply note "with vehicle" if used for simple  
6 transportation to/from the incident.

7 **Backfill Costs** - LGFF entities operating under an Option 3 Cooperative Fire Support Agreement, or Law  
8 Enforcement agencies mobilized under the Montana Project STAR Agreement, may claim reimbursement  
9 for backfill expenses in accordance with terms and limitations outlined in this section.

10 When an employee is mobilized for a wildfire incident, it may be necessary for the home jurisdiction to  
11 "backfill" that empty essential position to maintain minimum public safety and staffing/response  
12 requirements. The term backfill applies to those persons who work on a non-scheduled workday to replace  
13 the person assigned to the mobilization event. Backfill reimbursement will only be considered for those  
14 essential operations positions critical to maintaining staffing/response requirements at the home jurisdiction  
15 (i.e., Battalion Chiefs, Captains, Engineers, Firefighters, Deputies, Officers, etc.) Reimbursement for  
16 backfilling administrative positions (Chief Officers, Deputy Officers, Admin Staff, Investigators, Inspectors)  
17 will be made on a case-by-case basis and should be pre-approved by the ordering agency.

- 18 • Eligible LGFF entities are responsible for notifying the ordering/receiving agency prior to  
19 mobilization that the incident may be billed for backfill. Acknowledgement of backfill may be noted  
20 on the resource order.
- 21 • Home jurisdiction administrative time spent preparing invoices is not eligible for reimbursement.
- 22 • DNRC does not recognize or authorize "Portal to Portal."
- 23 • A brief explanation of shift pattern should be included with the LGFF Option 3 Incident Invoice.

24 **Double Shift** - There will be no compensation for a double shift unless a separate operator(s) and or crew(s)  
25 is/are ordered for the second shift. Double shift (DS) equipment is normally staffed with two operators or  
26 crews (one per shift) and must be ordered and documented on a resource order. If a resource order is not  
27 issued, detailed written documentation must be provided by the incident supervisor of the operators or crew.  
28 A normal shift is 12 to 16 hours long. Normal hourly rates are to be utilized. Additional travel costs  
29 incurred for the purpose of crew change-out is the responsibility of the LGFF.

30 **NOTE: DOUBLE-SHIFTING IS NOT THE PREFERRED METHOD OF HIRE AND SHOULD**  
31 **ONLY BE USED WHEN THE NEED IS IMMEDIATE, OR THE RESOURCES ARE LIMITED.**

32 **Travel** - Compensable travel time for LGFF resources hired under all hiring options may include:

- 33 • On shift time spent in travel status to the incident from point of hire and return travel from the  
34 incident to point of hire.
- 35 • Other travel necessary for the performance of work, such as from fire camp to fire line or between  
36 fire camps.

37  
38 No additional travel will be paid for delays due to equipment break downs or travel deviations. LGFF that  
39 deviate from the normal travel route are considered "no longer available" and are not entitled to  
40 reimbursement for travel time and expenses from the point the travel deviation occurs.

1  
2 LGFF resources are expected to stay in camp. If a resource decides not to stay in camp, permission from the  
3 IC is required to leave camp and any travel time, travel expenses including lodging, and fuel used is not  
4 compensable.

5 To ensure prompt payment, under all LGFF hire options listed, all original paperwork (OF-288s, OF-286s,  
6 DNRC297, Shift Tickets, CTRs) generated at the incident must be transferred to the responsible DNRC Land  
7 or Unit office for processing, preferably by hand with the demobing resource. Copies of these documents  
8 may be kept by the incident.  
9

10 **NOTE: FOR ALL PERSONNEL IN PAY STATUS, AN INCIDENT QUALIFICATION CARD OR**  
11 **LGFF CHIEF'S CERTIFICATION FORM MUST BE IN PLACE FOR PAYMENT, WHETHER**  
12 **THEY ARE IN OR OUT OF JURISDICTION.**

### 13 **01.5-4 Local Government Fire Force (LGFF) Personnel**

14 LGFF personnel must be 18 years or older *at time of hire* to participate in any type of fire line activity.  
15 Those between 16-17 years old may participate in camp duties or other non-fireline activities.

16 The Certification for Local Government Fire Forces Equipment and Operators form, or "Chief's Cert" is  
17 intended for rostered department members for which the respective LGFF Chief Officer is responsible. The  
18 Chief's Certification form aggregates a personnel roster and their respective qualifications into a single  
19 document where the signing Chief can attest to the qualifications, skills, and abilities of each firefighter. The  
20 Chief Officer of each LGFF is responsible for certifying that local government firefighters meet NWCG,  
21 NRCG, NFPA, NIMS, or equivalent standards for the positions in which they are operating. This includes  
22 proficiency in the type and class of equipment to be operated. The Chief's Certification form is used **ONLY**  
23 to document the qualifications of Engine Boss (ENGB) Firefighter Type 1 (FFT1), Firefighter Type 2  
24 (FFT2) Engine Operator (ENOP), and Water Tender Operator (WTOP). All other positions require a DNRC  
25 sponsored Incident Qualification Card.

26 Rostered department members are defined as firefighters who are readily available to that department to  
27 respond to incidents within its own jurisdiction on a daily basis, year-round.

28 Mobilization, including assignment extension, is subject to DNRC approval, since DNRC carries the expense  
29 of every mobilization. Assignment extensions require approval by the DNRC hiring office and must be  
30 documented on a Resource Extension Request Form.

31 **NOTE: NRCG agencies may verify compliance at any time by checking qualification cards, Chief's**  
32 **Certifications, and/or training records for all local government firefighters they hire.**

33 LGFF personnel may be hired as EFFs under hiring Option 3, independent of LGFF equipment, and be  
34 dispatched as single resources (including individuals unaffiliated with LGFF). These individuals may accept  
35 assignments in region and out of region with the approval of the local DNRC Hiring Office. Single resource  
36 or out-of-region assignments require a DNRC sponsored Incident Qualification Card.

37

1 During travel to an incident, single resource EFFs may operate passenger vehicles (i.e. pickups, sedans)  
2 belonging to a LGFF, a private individual, or DNRC. If privately-owned passenger vehicles, or LGFF-  
3 owned vehicles are not specifically requested on a resource order for operational use on the incident, the  
4 vehicle will be considered transportation only. As such, all liability is assumed by the vehicle owner (private  
5 or LGFF). The owner will be compensated the appropriate mileage rate.

6 Reimbursement for mileage must be requested through a DNRC or employing agency travel reimbursement  
7 voucher. All LGFF expenses must be paid through the employing agency and submitted to DNRC for  
8 reimbursement with the agency invoice.

9 If the vehicle (i.e. pickup truck) is **privately owned** (DNRC employee or EFF) and is ordered on a resource  
10 order for use on the incident, it must be hired on an EERA at the applicable un-operated rate per Section  
11 01.11-1 in this supplement.

12 If the vehicle (i.e. pickup truck or sedan) is **LGFF-owned** and is ordered on a resource order for use on the  
13 incident, it must be hired on an IRA at the applicable un-operated rate per Section 1.11-1 in this supplement.

14 For current personnel pay rates see the EFF Pay Plan in the NRCG Supplement to Chapter 10.

15 Pay rates for LGFF resources shall be determined first by the type of equipment ordered (Type 1 vs. Type 6),  
16 second by the duty position assigned within the crew of a particular piece of equipment, and third by  
17 qualification for the duty position assigned.

18 It is recommended that drivers of LGFF equipment possess a CDL and all drivers should have the  
19 knowledge, skills, and abilities for the type and class of equipment being operated. For any out-of-state  
20 incidents, equipment over 26,000 lbs. GVW requires an Interstate CDL with applicable endorsements. The  
21 Chief Officer of each LGFF is responsible for certifying that local government firefighters have the  
22 knowledge, skills, and abilities for the type and class of equipment operated, as referenced above and in the  
23 NRCG Mobilization of Local Government Firefighting Resources guide. Certification of drivers will be  
24 made using the Chief's Certification for Local Government Fire Forces form.

25 This form is required for all equipment requiring a CDL and is available online at:

26 <https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces>

27 A copy of this certification shall be carried by LGFF personnel during incident assignments. No payment  
28 will be made for the equipment unless the driver is certified by the LGFF Chief Officer and listed on this  
29 form. Updated information may be added to the form as needed. The form will be kept on file at each local  
30 Land or Unit office.

31

1 Equipment ordered shall have the minimum number of personnel required per NWCG standards. Each  
 2 person shall be assigned a duty position for the incident dispatch and should be listed on the resource order.  
 3 The following chart shows the minimum number of personnel and positions:

4 **EFF CLASSIFICATION OF PERSONNEL ON ENGINES/WATER TENDERS**

| Type 1<br>Structure Engines      | Type 2<br>Structure Engines     | Type 3 - 7<br>Wildland Engines                             | Type 1 - 2<br>Tactical Water<br>Tender                     | Type 1 - 3<br>Support Water<br>Tender      |
|----------------------------------|---------------------------------|--|--|--|
| 1 Company Officer<br>EFF-G       | 1 Company Officer<br>EFF-G      | 1 Engine Boss<br>EFF-F                                     | 1 Water Tender<br>Driver Op/FFT1<br>EFF-E                  | 1 Water Tender<br>Driver/Operator<br>EFF-E |
| 1 Driver/Operator<br>EFF-E       | 1 Driver/Operator<br>EFF-E      | 1 Firefighter or<br>Advanced Firefighter<br>EFF-C or EFF-D | 1 Firefighter or<br>Advanced Firefighter<br>EFF-C or EFF-D |  |
| 2 Firefighters<br>EFF-C or EFF-D | 1 Firefighter<br>EFF-C or EFF-D | * See note   |  | ** See note                                |

5 *\*Note: If a third person is requested for un-operated engine (Types 4-7) it must be listed on the resource order, and the additional*  
 6 *firefighter will be paid at either EFF-C or EFF-D, depending on qualifications.*

7 *\*\* Note: Additional personnel may be justified and approved by the local Land or Unit office for the operation of water tenders for*  
 8 *departments that have a Standard Operating Procedure of two (2) operators for safety.*

9 **LGFF STRUCTURAL ENGINE (TYPE 1-2)**

10 **Minimum Training Requirements**

| NWCG Position*                                  | FFT2*   | FFT1*           | Driver/Operator*                 | Engine Boss*      |
|---|---|-----------------|----------------------------------|-------------------|
| NFPA Equivalent<br>Position                     | Firefighter 1**   | Firefighter 2** | Driver/Operator or<br>Engineer** | Company Officer** |
| Required Training                               | ICS-100, L-180, S-130, S-190, IS-700, and appropriate training to meet NFPA 1001 or 1021<br>Or equivalent |                 |                                  |                   |
|   | Annual Fireline Safety Refresher (RT-130) is required annually for each of these positions.               |                 |                                  |                   |
| Physical Fitness<br>Work Capacity<br>Test (WCT) | Light   | Light           | Light                            | Light             |
| EFF Classification                              | EFF-C   | EFF-D           | EFF-E                            | EFF-G             |

11 *\* The Chief of the LGFF identifies which individuals fill which position. \*\*The MSU Fire Services Training School certificate for*  
 12 *NFPA FF1 Training Standard 1001 meets this requirement; or the fire department Chief can attest to the individual's ability to*  
 13 *perform at the NFPA FF1 Training Standard 1001 Level by a Chief's Certification for Local Government Fire Forces Equipment*  
 14 *and Operators form signed by the Chief of the LGFF or an Incident Qualification Card.*



**LGFF WILDLAND ENGINE (TYPE 3-7) & TACTICAL WATER TENDER**

**Minimum Training Requirements**

| <b>Position</b>  | <b>FFT2 Firefighter</b>   | <b>FFT1<br/>Advanced<br/>Firefighter/Squad<br/>Boss</b>                               | <b>ENOP<br/>Engine Operator</b> | <b>ENGB<br/>Engine Boss</b>   |
|--|---|---|---------------------------------|---|
| <b>Required Training</b>   | ICS-100, IS-700,<br>L180, S130, S190<br><br>or equivalent   | S131  | Same as FFT1                    | S230, S290, ICS-<br>200   |
|  | Annual Fireline Safety Refresher Training (RT-130) is required annually for each of these positions |   |                                 |   |
| <b>Other Training which supports development of knowledge and skills</b> | None  | S211, S212, S219  | Same as FFT1                    | L280, S231, S219,<br>S260, S270   |
| <b>Required Experience</b>   | None  | Satisfactory performance as FFT2<br><b>and</b><br>Completion and Certification of PTB | Same as FFT1                    | Satisfactory performance as FFT1<br><b>and</b><br>Completion and Certification of PTB |
| <b>Physical Fitness</b>  | Arduous   | Arduous   | Arduous                         | Arduous   |
| <b>Other position assignments that will maintain currency</b>            | None  | ICT5  | ICT5                            | ICT4, CRWB,<br>HEQB, FELB, FIRB   |
|  | Any higher position assignment for which listed position is a prerequisite will maintain currency   |   |                                 |   |
| <b>EFF Classification</b>  | EFF-C   | EFF-D   | EFF-E                           | EFF-F   |

**LGFF WATER TENDER**

**Minimum Training Requirements**

| <b>Position</b>           | <b>WTOP<br/>Water Tender Type 1-3<br/>Driver / Operator</b>                            |
|---------------------------|--|
| <b>Required Training</b>  | Basic Wildland Firefighting (includes I100, IS700,<br>L180, S130, S190, or equivalent) |
|                           | Annual Fireline Safety Refresher Training (RT-130)                                     |
| <b>Physical Fitness</b>   | Light  |
| <b>EFF Classification</b> | EFF-E  |

## 01.5-5 Local Government Fire Force (LGFF) Equipment

**NOTE: LGFF equipment will remain in paid status during meal periods.**

**Severity:** Severity rates for LGFF equipment will be paid at 100 percent of the established hourly rate for all time under hire. See also Section 01.5-2, Severity.

**While in Transport:** When LGFF equipment is in transport status (via heavy transport, not being driven), equipment will be paid at 50 percent of the hourly rate regardless of the length, or time of transport.

**Equipment Down for Maintenance:** Operators of equipment that is out of service for maintenance are to remain in pay status for the remainder of the applicable shift.

**Operating Supplies:** LGFF equipment will be reimbursed for fuel and oil used to and from an incident and while assigned to a fire. Costs will be reimbursed with proper documentation (e.g. detailed receipt). Normal wear and tear (see IRA General Clauses) and normal maintenance usually will be the LGFF's responsibility. LGFF engines may be reimbursed normal maintenance expenses (e.g., oil changes, tires etc.) at the discretion of the DNRC Land or Unit office if deemed appropriate, such as if equipment was used excessively on the incident above normal wear and tear or in lieu of paying the equipment (i.e., county co-op equipment). This must be approved by the DNRC office and will be reimbursed on actual costs expended and documented on a detailed receipt.

**Replacement Equipment:** Standard cache equipment/items from a LGFF apparatus that are damaged, destroyed, or left on the line can be replaced at the incident.

Non-standard cache items may be replaced at the incident if the incident has a method of procurement. If no buying team or other method of procurement is available, LGFF personnel must obtain an S number (Supply resource order) while at the incident to authorize the purchase of the item when they return to their home unit. (A Supply resource order is required for approved repair or replacement of items on all incidents.) The cost of the replacement item can then be billed back to the incident. All items for replacement are subject to host agency approval and appropriate documentation must accompany any claim for lost, damaged, or destroyed equipment. Minimum required documentation includes a General Message, Northern Rockies OF-289 Property Loss or Damage Report, or other document, containing detailed information relating to the purpose of the request, the S number approval, the Supply resource order, appropriate invoice, or receipt documenting the amount requested. For additional guidance, please see the DNRC 300-Incident Business Management Manual, chapter 370.

**Equipment on Loan to LGFF:** Fire equipment on loan to a LGFF through either the DNRC County Co-Op Program (DNRC owned, County Operated) or the Federal Excess Property Program (FEPP), may be eligible for a "refurbishment fee" of \$100.00 per incident, and payable to the LGFF. This must be documented on the IRA and approved prior to use/payment.

**Classification / Inspection of Equipment and Personnel:** When classifying equipment, all requirements for both equipment and personnel set forth in this chapter must be met to be acceptable. Equipment lacking certification especially by not meeting the minimum requirements shall be used only when certified equipment is unavailable. Personnel not meeting the minimum requirements shall not be used. Equipment not staffed at the minimum level may not be hired.

**NOTE: All Type 1 and Type 2 Structure Engines must meet minimum NWCG Specifications set forth in this chapter AND the minimum NFPA requirements for the year in which it was manufactured.**

Basic and advanced equipment and inspection workshops sponsored by Contract Operations in the NR, cover the necessary safety systems, the mechanical soundness, compliance with transportation safety rules, laws, and other codes. Compliance with applicable standards, rules, regulations, laws, and other codes is the responsibility of the LGFF.

Pre-season inspections are not required for in-state incidents. All LGFFs are still encouraged to have annual inspections and maintain all DOT requirements. A demob inspection or No Damage/No Claims statement on the OF-286 must be signed for payment. For out-of-state incidents, an inspection prior to dispatch or at the time of dispatch is required. Contact the local Land or Unit office regarding obtaining an inspection.

### LGFF ENGINE RATES

| TYPE | Un-operated Hourly Rate | Fully Operated Hourly Rate* | Minimum Number of personnel* |
|------|-------------------------|-----------------------------|------------------------------|
| 1    | \$214.00                | \$334.00                    | 4                            |
| 2    | \$168.00                | \$258.00                    | 3                            |
| 3    | \$128.00                | \$218.00                    | 3                            |
| 4    | \$112.00                | \$172.00                    | 2                            |
| 5    | \$80.00                 | \$140.00                    | 2                            |
| 6    | \$72.00                 | \$132.00                    | 2                            |
| 7    | \$62.00                 | \$122.00                    | 2                            |

*\*For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For a fully operated apparatus, the Fully Operated rate is increased by \$30.00/hr. for each formally ordered additional crew member.*

*Equipment not staffed at the minimum level may not be hired. Do not adjust Un-Operated rates based on a staffing component.*

**HYBRID ENGINES - “Hybrid” means - engines in which a county or LGFF entity owns the chassis, and the State of Montana DNRC has provided the fire package, including the pump, bed, and toolboxes.**

**In the Northern Rockies Geographic Area** - The rates for a Hybrid Engine are 67 percent of the applicable un-operated rate in the table shown above.

**Out of the Northern Rockies Geographic Area** – The rates for a Hybrid Engine are 100 percent if a department is eligible to take an out of the Northern Rockies geographic area assignment, i.e., equipment must be hired as Fully Operated (Option 2) or under a separate cooperative agreement (Option 3). See Section 01.5-3, Possible Hiring Methods.

**ENGINE STANDARDS FOR TYPE**

**MINIMUM STANDARDS** - The following guide will assist in the typing of engines. When typing equipment, all standards must be met to qualify the equipment at a particular Type. Failure to meet any equipment standard places the equipment in a lower type and it may be paid at that lower rate, or it may disqualify the equipment in its entirety.

**MINIMUM STANDARDS FOR TYPE**

| COMPONENTS                 | 1*       | 2*       | 3        | 4        | 5        | 6        | 7        |
|----------------------------|----------|----------|----------|----------|----------|----------|----------|
| Pump Capacity **           | 1000+    | 500      | 150      | 50       | 50       | 50       | 10       |
| GPM @ PSI                  | @<br>150 | @<br>150 | @<br>250 | @<br>100 | @<br>100 | @<br>100 | @<br>100 |
| Tank Capacity (Gallons)    | 300/     | 300/     | 500/     | 750/     | 400/     | 150/     | 50/      |
| Minimum/Maximum            | None     | None     | None     | None     | 750      | 400      | 200      |
| Hose, 2½ inches (feet)     | 1,200    | 1,000    |          |          |          |          |          |
| Hose, 1½ inch (feet)       | 500      | 500      | 1000     | 300      | 300      | 300      |          |
| Hose, 1 inch (feet)        | -0-      | -0-      | 500      | 300      | 300      | 300      | 200      |
| Ladder (feet)              | ***48'   | ***48'   |          |          |          |          |          |
| Pump and roll              | -        | -        | Yes      | Yes      | Yes      | Yes      | Yes      |
| Maximum GVWR (lbs.)        | -        | -        | -        | -        | 26,000   | 19,500   | 14,000   |
| Master Stream (GPM)        | 500      |          |          |          |          |          |          |
| Personnel (minimum number) | 4        | 3        | 3        | 2        | 2        | 2        | 2        |

\* Type 1 and 2 Structural Engines must also meet minimum specifications of NFPA for the year in which they were manufactured.

\*\* All pumps shall have pressure gauges that meet the minimum pump pressure rating.

\*\*\* This includes a 24-foot extension ladder, 14-foot roof ladder, and 10-foot attic ladder for a total of 48 feet of ladder.

**NOTE:** Engines specifically designed for on-road and structure work may not be signed up as wildland engines.

**Foam Units:** No compensation will be given for foam units; however, foam used during the incident may be replaced or compensated as part of operating supplies.

**MINIMUM REQUIRED COMPLEMENT FOR ENGINES**

- 2 Gated wyes, 1½ inches National Hose (NH) threads
- 4 Reducers, 1½ inches NH female to 1 inch National Pipe Straight Hose (NPSH) male
- 2 Nozzles, combination fog/straight stream, 1 inch NPSH female
- 2 Nozzles, combination fog/straight stream, 1½ inch NH female
- 20 Feet, suction hose with strainer or screened foot valve
- 2 Shovels, size 0
- 2 Pulaski
- 1 Spanner wrench, combination 1 inch to 1½ inches
- 1 Adapters 1 inch NH female to 1 inch NPSH male
- 1 Adapters 1 inch NPSH female to 1 inch NH male
- 2 Increasesers 1 inch NPSH female to 1½ inches NH male
- 1 Double male 1½ inches NH threads
- 1 Double female 1½ inches NH threads
- 1 Fire hose clamp
- 1 First aid kit (five person)
- 1 Set of three (3) reflectors
- 1 Fire extinguisher (5BC or better)
- 1 Set of wheel chocks
- 5 Gallons (minimum), fuel to operate pump for 12 hours
- 1 Pump for water fill or have drafting capabilities
- 300 feet of ¾-inch synthetic garden hose – 50-foot sections
- 4 Reducers, 1 inch NPSH to ¾ inch GH
- 2 Adjustable nozzles ¾ inches
- 1 Mop up wand ¾ inch receptor for hose
- 4 Gated Wye ¾ inches
- 5 Inline ball valves ¾ inches
- 1 1 inch gated Wye NPSH
- 1 1½ inch to 1 inch inline T or 1½ inch to 1 inch water thief
- 2 ¾ inch ball valve shut-off

**WATER TENDER CLASSIFICATIONS****Minimum Standards for Type**

| COMPONENTS                    | TYPE 1  | TYPE 2 | TYPE 3 |
|-------------------------------|---------|--------|--------|
| Pump Capacity (GPM)           | 300     | 200    | 200    |
| Tank Capacity (Gallons)       | 4,000 + | 2,500  | 1,000  |
| Off Load Capacity (GPM)       | 300     | 200    | 200    |
| Maximum Refill Time (Minutes) | 30      | 20     | 15     |
| Personnel (Minimum Number)    | 1       | 1      | 1      |
| Drafting Capability           | Yes     | Yes    | Yes    |

**MINIMUM REQUIRED COMPLEMENT FOR WATER TENDERS**

- 1½ inch nozzle, NH-combination; fog/straight stream (plastic is acceptable)
- 1½ inch NH female to 1 inch NPSH male reducer
- 20 feet suction hose (minimum) with strainer or screened foot valve
- Shovel, size 0
- Pulaski
- Frame or Self Standing Portable water tank 1000-gallon minimum (Porta-Tank)
- Spanner wrench, combination, 1½-2½ inches
- Adjustable hydrant wrench
- 2 adapters, 1½ inches NPSH female to 1½ inches NH male
- 2 adapters, 1½ inches NH female to 1½ inches NPSH male
- 2 reducers, 2½ inches NH female to 1½ inches NH male
- 1 double male, 1½ inches NH
- 1 double female, 1½ inches NH
- 1 gated Wye, 1½ inches NH
- 1 Forestry hose clamp - 2½ inches
- 1 first aid kit (five person)
- Reflectors (1 set of 3)

- 1 • Fire extinguisher (5BC or better)
- 2 • Wheel chocks (meets industry standards for wheel chocks)
- 3 • Fuel to operate pump for 12 hours (minimum 5 gallons)
- 4 • 2 each, portable hand lights
- 5 • 100 feet of 1½ inches, cotton/synthetic hose, NH thread
- 6 • 50 feet of 2½ inches cotton/synthetic hose, NH thread
- 7 • Discharge outlets: 2 each 1½ inches NH thread
- 8 • Discharge outlet, 1 each 2½ inches NH thread
- 9 • Tire Tread Depth equal to DOT Standards

**LGFF WATER TENDER RATES**

| TYPE       | Un-Operated Hourly rate | Fully Operated Hourly rate | Number of Operators<br>** |
|------------|-------------------------|----------------------------|---------------------------|
| <b>WT1</b> | \$149.00                | \$179.00                   | 1                         |
| <b>WT2</b> | \$108.00                | \$138.00                   | 1                         |
| <b>WT3</b> | \$80.00                 | \$110.00                   | 1                         |

\*\* For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For Fully Operated tenders, the Fully Operated rate is increased by an hourly rate of \$30.00/hr. for each formally ordered additional crew member. Do not adjust Un-Operated rates based on a staffing component.

**TACTICAL WATER TENDER CLASSIFICATION****Minimum Standards for Type**

| <b>COMPONENTS</b>                         | <b>TYPE 1</b> | <b>TYPE 2</b>               |
|---|---------------|-----------------------------|
| Pump Capacity (GPM)                       | 250           | 250                         |
| @ Rated pressure (psi)                    | 150           | 150                         |
| Tank Capacity (Gallons)                   | 2,000 +       | Minimum 1,000 Maximum 1,999 |
| Hose mounted on live hose reel -3/4" I.D. | 100           | 100                         |
| Pump and roll                             | Yes           | Yes                         |
| Personnel (Minimum Number)                | 2             | 2                           |
| Foam Proportioner system                  | Yes           | Yes                         |

**MINIMUM REQUIRED COMPLEMENT FOR TACTICAL WATER TENDERS**

- 1 Live hose reel minimum 100 foot of 1 inch hose non-collapsible w  $\frac{3}{4}$  inch inside diameter
- 1 Handheld programmable radio
- 1 Nozzles, combination fog/straight stream, 1  $\frac{1}{2}$  inch NH female
- 2 Shovels, size 0 or 1
- 2 Pulaski's
- 1 Spanner Wrench, combination 1  $\frac{1}{2}$  inch to 2  $\frac{1}{2}$  inch
- 1 Adjustable Hydrant Wrench
- 2 Adapters 1  $\frac{1}{2}$  inch NPSH female to 1  $\frac{1}{2}$  inch NH male
- 2 Adapters 1  $\frac{1}{2}$  inch NH female to 1  $\frac{1}{2}$  inch NPSH male
- 2 Reducers 2  $\frac{1}{2}$  inch NH female to 1  $\frac{1}{2}$  inch NH male
- 1 Reducer, 1  $\frac{1}{2}$  inch NH female to 1 inch NPSH male
- 1 Double male 1  $\frac{1}{2}$  inch NH
- 1 Double female 1  $\frac{1}{2}$  inch NH
- 1 Gated Wye 1  $\frac{1}{2}$  inch NH
- 1 Fire Hose Clamp 2  $\frac{1}{2}$  inch
- 300 feet 1  $\frac{1}{2}$  inch cotton/synthetic hose NH thread
- 100 feet 2  $\frac{1}{2}$  inch cotton/synthetic hose NH thread
- 10 Fuzees (fire starter)
- 2 Line Gear (day pack)



- 1 • 20 feet Suction hose with strainer or screened foot valve
- 2 • 1 first aid kit (five person)
- 3 • Reflectors (1 set of 3)
- 4 • Fire extinguisher (5BC or better)
- 5 • Wheel chocks (meets industry standards for wheel chocks)
- 6 • Fuel to operate pump and engine for 12 hours (minimum 5 gallons)
- 7 • 2 each, portable hand lights
- 8 • Discharge outlets: 2 each 1½ inches NH thread
- 9 • Discharge outlet, 1 each 2½ inches NH thread
- 10 • Tire tread depth equal or better than DOT Standards
  - 11 ○ (4/32 inch on steering tires and 2/32 inch on remaining tires)
- 12 • Monitor
- 13 • Foam Proportioner
- 14 • Minimum 4-inch Dump Valve at bottom of tank (min. 34 inch from ground)
- 15 • Back up Alarm (87 Decibels measured at 5 feet) & back up lights (2)
- 16 • Baffled Tank

**LGFF TACTICAL WATER TENDER RATES**

| TYPE        | Un-operated Hourly Rate | Fully Operated Hourly Rate | Minimum Number of Operators ** |
|-------------|-------------------------|----------------------------|--------------------------------|
| <b>TWT1</b> | \$148.00                | \$208.00                   | 2                              |
| <b>TWT2</b> | \$138.00                | \$198.00                   | 2                              |

\*\* For operational purposes and/or for safety reasons some engines or tenders may operate with an additional crewmember with the approval of the host agency. For fully operated tenders, the Fully Operated rate is increased by \$30.00/hr. for each formally ordered additional crew member. Equipment not staffed at the minimum level may not be hired. Do not adjust Un-Operated rates based on a staffing component.

1

**PORTABLE PUMPS**

| Type | Un-operated Daily Rate | Remarks   |
|------|------------------------|---|
| P1   | \$137.00               | Low-pressure/high-volume pumps producing a minimum volume of 500 GPM. LGFF provides intake and discharge hose.  |
| P2   | \$ 64.00               | Small low volume/high-pressure portable pumps with intake hose, capable of being transported by one or two people. Pumps in this category are the Mark 26, Mark III and Gorman Rupp, or similar type pumps. |
| P3   | \$ 37.00               | Small low-pressure/high-volume portable pump that can be transported by one or two people. Homelite or Honda trash pumps are examples.  |

2

**FRAMED OR SELF-STANDING PORTABLE WATER STORAGE TANKS (Porta Tank)**

3

NOTE: These rates are to be used when the porta tank is utilized separate from tender operations or is rented from the department.

4

| Capacity            | Un-operated Daily Rate |
|---------------------|------------------------|
| 1,000-1,999 gallons | \$33.00                |
| 2,000-3,000 gallons | \$39.00                |

5

**LGFF DOZERS**

6

The Dozer and Grader categories below, are typically, but not always, used by county road crews in the completion of fireline and/or rehab work on the incident.

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8

All Dozer/Grader operators performing tactical duties are required to complete an annual light physical fitness test (walk 1 mile in 16 minutes or less).

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10

Method of hire for Dozers and Graders is self-transported and is included in the hourly rate.

| Class | Flywheel Horsepower | Minimum Base Weight | Un-operated Hourly Rate | Fully Operated Hourly Rate |
|-------|---------------------|---------------------|-------------------------|----------------------------|
| 1     | 240 and above       | 60,000 lbs.         | \$150.00                | \$175.00                   |
| 2     | 150-250             | 35,000 lbs.         | \$90.00                 | \$115.00                   |
| 3     | 99-165              | 20,000 lbs.         | \$60.00                 | \$85.00                    |
| 4     | 50-110              | 10,000 lbs.         | \$50.00                 | \$75.00                    |

1

**LGFF GRADERS**

| <b>Class</b> | <b>Flywheel Horsepower</b> | <b>Un-operated Hourly Rate</b> | <b>Fully Operated Hourly Rate</b> |
|--------------|----------------------------|--------------------------------|-----------------------------------|
| G1           | 201+                       | \$72.00                        | \$110.00                          |
| G2           | 126-200                    | \$58.00                        | \$96.00                           |
| G3           | <125                       | \$41.00                        | \$78.00                           |

*Chains not required on machine, but available at next operational period if requested.*

2

**LGFF CHIPPERS**

| <b>Type</b> | <b>Minimum inch diameter capacity</b> | <b>Minimum Flywheel Horsepower</b> | <b>Un-Operated Daily Rate</b> |
|-------------|---------------------------------------|------------------------------------|-------------------------------|
| 1           | 18                                    | 180                                | \$880.00                      |
| 2           | 13-17                                 | 110                                | \$800.00                      |
| 3           | 9-12                                  | 48                                 | \$720.00                      |

3

- Method of hire for Chippers is self-transported and is included in the daily rate.
- All types must be equipped with an in-feed mechanism that operates in forward, reverse, and stop mode
- Optional: Boom feed if required
- Requires a minimum of 2 operators trained to OSHA standards. Operators performing tactical duties are required to complete an annual light physical fitness test (walk 1 mile in 16 minutes or less).
- All operating costs including fuel, maintenance, insurance, etc. are included in the daily rate.

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**LGFF MISCELLANEOUS EQUIPMENT**

10

**Equipment not listed in this supplement should be rented at a reasonable, negotiated commercial rate.**

11

12

**01.5-5-1 Local Government Fire Force Ambulances and Medical Equipment**

13

This section applies to **LOCAL GOVERNMENT AMBULANCES ONLY**. If using private ambulance companies, please refer to the NRCG Supplement to Chapter 20 of the SIIBM. For additional direction, please see Section 01.2 of this supplement.

14

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16

1 **Advanced Life Support (ALS) and Basic Life Support (BLS)**

2 **NOTE:** Ambulances will be under hire for incident use only and will be required to be available during off-  
 3 shift hours if needed for emergency transport. No additional compensation will be allowed for this  
 4 availability. 2:1 work/rest guidelines will be maintained.

| TYPE                | RATE TYPE  | MINIMUM PERSONNEL       | HOURLY RATES                          |
|---------------------|--|-------------------------|---------------------------------------|
| Ambulance (ALS)     | Fully Operated Hourly Rate   | 2 – (1) ALS and (1) BLS | \$154.00                              |
| Ambulance (ALS)     | Un-operated, hired under Option 1 or 3, Specified in <b>01.5-3</b> | 2 – (1) ALS and (1) BLS | \$66.00                               |
| Ambulance (BLS)     | Fully Operated Hourly Rate   | (2) BLS                 | \$132.00                              |
| Ambulance (BLS)     | Un-operated, hired under Option 1 or 3, Specified in <b>01.5-3</b> | (2) BLS                 | \$60.00                               |
| Patient Transport   | Mileage Rate   |                         | LGFF normal billing rate. See below** |
| ALS Chase Unit      | Fully Operated Rate  | (1) ALS                 | \$74.00                               |
| ALS Chase Unit      | Un-operated, hired under Option 1 or 3, Specified in <b>01.5-3</b> | (1) ALS                 | \$30.00                               |
| Extra ALS Personnel | Additional Personnel   | N/A                     | \$44.00                               |
| Extra BLS Personnel | Additional Personnel   | N/A                     | \$36.00                               |
| BLS KIT             | Replacement of Disposables   | Un-operated             | Replacement of Disposables            |
| ALS Kit             | Daily Rate + Replacements of Disposables                           | Un-operated             | \$50/Day + replacement of disposables |

5 **Equipment:** The resource order must specify whether ordering an ALS or BLS ambulance, or an ALS Chase  
 6 Unit. ALS ambulances come equipped with the state requirements for ambulances of that type including a  
 7 Montana licensed Paramedic (EMTP or EMPF) or an Advanced Emergency Medical Technician (AEMT or  
 8 AEMF), cardiac monitoring equipment, advanced airway management tools, medications for pain control,  
 9 cardiac emergencies, and other drugs as required by the state. BLS ambulances come equipped with the state  
 10 minimum requirements for BLS ambulances and two Montana licensed Emergency Medical Technicians  
 11 (EMTB or EMTF).

12 An ALS Chase Unit comes staffed with a Montana licensed paramedic with a vehicle equipped with oxygen,  
 13 backboard, transport litter, basic bandaging and splinting materials, cardiac monitoring equipment, advanced  
 Release Date: May 2023

1 airway management tools, medications for pain control, cardiac emergencies, and other drugs as required by  
2 the Administrative Rules of the State of Montana. Equipment shall be stored in a manner that makes it easily  
3 transportable by helicopter. The vehicle for the chase unit must be 4x4 capable and must be able to drive in  
4 typical fireline conditions.

5 **BLS and ALS Kits:** Kits are provided by the qualified medical personnel who are being hired. See Section  
6 01.2. A BLS kit must contain the minimum Basic Equipment Kit items as listed below per Administrative  
7 Rules of Montana (ARM) Rule 37.104.204 and must be documented on a resource order and requested by  
8 the incident. Each kit must contain a complement list with the kit contents listed. For ALS kits, the  
9 minimum BLS kit must be provided, plus any additional ALS items directed by medical control. Any  
10 personnel using such kits must be under the medical direction of their sponsoring medical director per  
11 Montana Administrative Rules, Montana Codes, and the Montana EMS protocols.

12 **EMS Personnel:** Personnel must hold a current Montana license which could include registration with the  
13 National Registry of Emergency Medical Technicians. Additionally, all personnel must complete the annual  
14 Fireline Safety Refresher RT-130. Personnel who are not line-qualified and those assigned to stay in camp,  
15 must be escorted to and from the fireline with a line-qualified person.

16 **Fireline Qualified EMS:** - Personnel who are fireline-going and are assigned in one of the fireline position  
17 titles, must be qualified at the Firefighter Type 2 level (FFT2) or above (see minimum training requirements  
18 in Section 01.5-4).

19 Fireline training and qualifications can be documented on an Incident Qualification Card or a LGFF Chief's  
20 Certification Form. The LGFF Chief's Certification form is **NOT USED** to certify an individual as an  
21 Emergency Medical Technician but is utilized to certify that the individual has the above listed minimum  
22 fireline qualifications per NWCG PMS-310-1 Wildland Fire Qualification System Guide or meets the intent  
23 of 310-1. EMT qualifications must be documented/certified on the state medical certification form.

24 **NOTE** – LGFF Ambulance services operating outside of their normal jurisdiction are encouraged to contact  
25 local hospital(s) for online medical control and to discuss resource capability.

26 **\*\*Patient Transport:** When the ambulance is mobilized to transport a patient, the hourly rate is dropped to  
27 \$0.00 and the ambulance reverts to their patient billing procedures for the medical incident, which would  
28 include a loaded mileage rate. For all patient care and transport, the ambulance will submit a bill to the  
29 patient's appropriate home agency for workers' compensation billing. The APMC guidelines for the  
30 Northern Rockies states that all care beyond basic first aid will be processed through the patient's  
31 appropriate workers' compensation insurance. Medical transport shall be documented, for both equipment  
32 and personnel resources as appropriate, on the required shift ticket and shall be submitted to Finance (if  
33 available) or the Land/Unit office for documentation purposes. If no patient care or transport occurs, the  
34 ambulance will be paid the hourly rate for the time worked.

35 LGFF Ambulances are to be contracted dry (fuel provided by the incident).

36 Additional personnel may be ordered at the discretion of the incident managers. Additional personnel will be  
37 necessary for incidents that require coverage for more than 16 hours per day. When ordering ambulances or  
38 chase units, consideration should be made for providing adequate work/rest ratios.

1 Applicable state laws and regulations can be found in the Montana Code Annotated Title 50 Chapter 6,  
2 [http://leg.mt.gov/bills/mca/title\\_0500/chapter\\_0060/parts\\_index.html](http://leg.mt.gov/bills/mca/title_0500/chapter_0060/parts_index.html) , and Montana Administrative Rules  
3 Title 37 Chapter 104, <http://www.mtrules.org/gateway/ChapterHome.asp?Chapter=37.104>.

4 The minimum BLS Kit contents can be found at:  
5 <http://www.mtrules.org/gateway/RuleNo.asp?RN=37%2E104%2E204> or as noted below.

## 6 **MINIMUM BLS KIT CONTENTS**

- 7 • 2 air occlusive dressings
- 8 • 1 blood pressure manometer with adult, extra-large adult, and pediatric cuffs
- 9 • 1 stethoscope
- 10 • 5 dressings (assorted)
- 11 • 2 pairs of exam gloves
- 12 • 1 pair of safety glasses to provide splash protection for the ECP
- 13 • 1 surgical mask
- 14 • 1 oral glucose
- 15 • 1 flashlight
- 16 • 4 soft roller bandages
- 17 • 4 rolls of adhesive tape of assorted sizes
- 18 • 1 pair of heavy leather gloves
- 19 • 1 helmet for personnel that is capable of protection from head injury
- 20 • Paper and pen or pencil
- 21 • 1 pair of scissors
- 22 • 1 nasal oxygen cannula
- 23 • 1 adult and one pediatric oxygen mask
- 24 • 1 portable oxygen system containing at least 200 liters of oxygen with regulator and flowmeter
- 25 • 1 bulb syringe or equivalent suction apparatus
- 26 • 1 mouth to mask resuscitator with one-way valve, oxygen inlet and oxygen connecting tubing
- 27 • 4 oropharyngeal airways of assorted child and adult sizes
- 28 • 4 triangular bandages

29 **ALS kits must contain all the above noted items, in addition to those items required by the sponsoring**  
30 **medical director.**

### 31 **01.5-5-2 Rapid Extraction Module Support (REMS)**

32 REMS is a pre-staged extrication team that provides technical expertise in the use of Low Angle Rope  
33 Rescue Operations (LARRO), High Angle Rope Rescue Operations (HARRO), and advanced terrain  
34 techniques to transport a patient to either a vehicle or aircraft for transport to an appropriate medical facility.  
35 Refer to NRCG Memo# 2022-003 located at: [https://gacc.nifc.gov/nrcg/nrcg/index/REMS-Guidance-](https://gacc.nifc.gov/nrcg/nrcg/index/REMS-Guidance-Signed.pdf)  
36 [Signed.pdf](https://gacc.nifc.gov/nrcg/nrcg/index/REMS-Guidance-Signed.pdf)

37  
38 Local government personnel and equipment ordered for a REMS assignment should be hired using the  
39 appropriate rate in the Chapter 10 supplement to the SIIBM for the personnel, and this supplement (Chapter

50) for the equipment. Necessary extraction equipment not contained in this chapter should be hired at a reasonable negotiated rate and include terms for replacement for items lost or destroyed on the assignment.

### Minimum REMS Configuration

- Four Personnel
  - One NWCG FFT1 qualified individual, all others NWCG FFT2 qualified (arduous physical fitness).
  - All trained in Low Angle Rope Rescue Operations.
  - Two trained in High Angle Rope Rescue Operations.
- A four-wheel drive vehicle capable of carrying the entire module and equipment.
- May be ordered with UTV.
- All necessary extraction equipment included.

REMS configurations may include medically qualified personnel from EMTB to EMTP. The intent of REMS, no matter the configuration, is to utilize advanced rope and rescue techniques to safely extricate a firefighter who was injured or became ill in steep and challenging terrain.

### REMS Standard Equipment List

- Four-person 4WD truck or equivalent
- Rope (NFPA 1983 Technical or General Use)
  - 2 each 200'
  - 2 each 300'
  - 2 each 150'
  - Adequate bags for safe transport and storage of rope
- Equipment (NFPA 1983 Technical or General Use)
  - 4 each descent control devices
  - 22 each carabiners, auto-locking
  - 4 each small or mini prusik minding pulleys
  - 2 each small or mini prusik minding double pulleys
  - 1 each gathering plate or ring
  - Agency specific equipment (Non-NFPA compliant equipment)
    - 16 each prusik, compatible with rope diameter choice
    - Webbing, 1" width, greater than 17 KN
      - 12 each 20'
      - 8 each 12'
      - 8 each 5'
    - 1 each edge protection kit
    - 1 each hardware bag / pack
    - 5 each pickets
    - 1 each sledgehammer

- 1           ▪ Bicycle pump or fix a flat
- 2           ▪ Tire plugs
- 3           ▪ Adequate packs to contain above listed gear
- 4           ▪ GPS Device
- 5           ▪ Flagging
- 6           ▪ Basic First Aid Kit
- 7           ▪ 4 each Class II or III harnesses
- 8    • Patient Extraction Equipment
- 9          ○ Backboard
- 10         ○ 1 each multi-piece basket stretcher with hoist pre-rig
- 11         ○ 1 each Sked or other collapsible litter
- 12         ○ Litter wheel
- 13         ○ Knee and lumbar padding
- 14         ○ Leg splint with fiber tape and trauma shears
- 15         ○ Patient sleeping bag
- 16         ○ Patient fire shelter
- 17         ○ Patient helmet
- 18         ○ Patient eye protection
- 19         ○ Patient / Victim harness

#### 20   **01.5-6 Agency Assistance with Local Government Fire Forces**

21   When five or more LGFF resources are dispatched to an incident, DNRC or the Incident Management Team  
22   (IMT) may furnish a Technical Specialist to assist with any issues concerning personnel or equipment with  
23   the goal of helping mitigate significant differences which may arise and to ensure the departments are signed  
24   up properly. This person works for the IMT and is commonly housed in the Finance Section. This person is  
25   responsible for coordinating with the Incident Commander and the Command and General Staff on matters  
26   pertaining to resources (equipment and personnel) and in some cases jurisdictional responsibilities of LGFF  
27   resources associated with the incident and assists in the day-to-day operations with the LGFF.

#### 28   **Technical Specialist Position Responsibilities:**

- 29   • Advise the Agency Administrator, Incident Business Advisor, and the IMT of the area LGFF  
30   jurisdictional responsibilities, including mutual aid responsibilities.
- 31   • Review contract or agreement specifications (such as Operating Agreements, MOUs, IA Agreements,  
32   and/or DNRC Incident Rental Agreements, etc.) regarding pay (equipment and personnel).
- 33   • Review business management activities to assure compliance with legal and fiscal requirements and  
34   efficient use of resources. Includes property management, law enforcement, and civil rights.
- 35   • Prepare a checklist of items that the Finance/Administration Section Chief (FSC) and the IMT need  
36   to be aware of; include terms and conditions of operating plans or agreements.
- 37   • Review job responsibilities and assignments for LGFF personnel.
- 38   • Monitor local jurisdictional agency responses in meeting jurisdictional responsibilities.
- 39   • Attend incoming briefing with the IMT if possible; make contact with the FSC.



- 1 • Attend planning sessions and make known the availability of LGFF resources, such as the length of  
2 commitment, rotating personnel, and impacts to local government operations.
- 3 • Through the FSC, provide information on use of equipment and personnel. Coordinate with the  
4 Logistics Section Chief (LSC) to identify problem areas for the LGFF such as interaction with the  
5 IMT and logistical support.
- 6 • Coordinate with the FSC and the LSC to assure timekeeping and recording is being completed.  
7 Provide assistance to appropriate personnel on timekeeping, travel, accidents, injuries, personnel  
8 problems or emergencies and other administrative needs.
- 9 • Check for compliance with equipment specifications, certification, engine typing, and Federal Excess  
10 equipment use guidelines.
- 11 • Ensure safety, personal protective equipment, other equipment, and actions of the LGFF personnel  
12 are consistent with approved standards.
- 13 • Assist the IMT in providing for the well-being and safety of assigned LGFF resources.
- 14 • Assist the IMT in the demobilization (if necessary) of LGFF resources.
- 15 • Provide direction for distribution of pay documents.

#### 16 **01.6 MONTANA NATIONAL GUARD**

17 All time is kept by the National Guard designated member and will be forwarded to Department of Military  
18 Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents clearly as  
19 National Guard and include military rank of individual. The DMA will bill DNRC for all federal and state  
20 supported fires.

21 National Guard personnel are paid a daily rate. National Guard personnel do not receive hazard pay or any  
22 other pay differential. National Guard personnel are covered under Montana's Workers Compensation  
23 Insurance Program through the Montana State Fund. National Guard personnel are reimbursed for travel per  
24 diem expenses according to State of Montana regulations.

25 In administrative dealings with National Guard personnel, the chain of command should be respected.  
26 Disputes or discussions with individual National Guard personnel should include the individual's superior  
27 ranking supervisor.

28 **Responsibility for payment:** If the resources are ordered through DES, the ordering entity is responsible for  
29 payment as in the case of a local government or sheriff's office ordering the National Guard for evacuations.  
30 If the resource is ordered through the fire to assist in fire suppression or other duties associated with the fire,  
31 the host agency is responsible for payment.

32 The Memorandum of Agreement can be found at: [https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)  
33 [guides](https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides)

#### 34 **01.7 MONTANA DEPARTMENT OF CORRECTIONS**

35 Through a cooperative agreement/operating plan between the Montana DNRC, the Montana Department of  
36 Corrections (DOC), and Montana State Prison (MSP), correctional officers and low security inmates form a  
37 Type 2 Hand Crew referred to as the Deer Lodge Crew. The Deer Lodge Crew is normally comprised of 15

1 inmates (FFT2s), 3 correctional officers (FFT1s), and always supervised by a DNRC crew boss (CRWB).  
2 The crew may be used on any wildland fire incident, regardless of jurisdiction, within the State of Montana.

3 The Deer Lodge Crew is a resource of the DNRC Southwestern Land Office (SWLO) and is dispatched  
4 through the Missoula Interagency Dispatch Center (MDC). All costs in support of other agencies will be  
5 paid through DNRC and reimbursed through the Montana Cooperative Wildland Fire Management  
6 Agreement. DNRC will forward timekeeping documents to the Department of Corrections after release from  
7 the incident. The Department of Corrections will bill DNRC for the personnel costs of overtime hours for  
8 correctional officers and regular hourly rates for inmates (no overtime) per the DOC cooperative  
9 agreement/operating plan. Correctional officers and inmates do not receive hazard pay or any other pay  
10 differential. Correctional officers and inmates are covered under the Montana Workers' Compensation  
11 Insurance Program (see Section 01.3-7) by the Department of Corrections. Correctional officers may use the  
12 commissary, if one is provided, on a cash basis. Inmates are not allowed commissary privileges.

13 The assigned DNRC crew boss will be the administrative contact for the Deer Lodge Crew and will consult  
14 with the correctional officers in matters regarding security.

15 The DOC cooperative agreement/operating plan can be found at:  
16 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

#### 17 **01.8 MONTANA DEPARTMENT OF TRANSPORTATION (MDT)**

18 There is a Memorandum of Understanding with the DOT to provide for the safe and efficient movement of  
19 road users through or around temporary traffic control zones created by incident management activities. It  
20 can be found under Mobilization Guides at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

#### 21 **01.9 MONTANA HIGHWAY PATROL**

22 There is an agreement between the State of Montana DNRC and the Montana Highway Patrol, for  
23 mobilizing law enforcement to ensure public and firefighter safety by providing traffic control and security  
24 for roadways and property. The agreement is located on-line at:  
25 <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

#### 26 **01.10 MONTANA SHERIFFS AND PEACE OFFICERS**

27 There is an agreement between the State of Montana DNRC and the Montana Sheriffs and Peace Officers for  
28 mobilizing law enforcement for an evacuation event which has exceeded local capacity. The MSPOA  
29 agreement is located on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

30 **Law Enforcement Vehicle for incident use - \$140/Day + Fuel, NO Mileage Paid** - Law Enforcement  
31 Vehicles ordered by the host incident agency utilized for work outside the normal scope of law enforcement  
32 duties such as roadblocks and incident security should be reimbursed at this un-operated rate. Vehicles must  
33 be ordered by the incident agency to perform duties beyond their normal assigned duties. Payment will not  
34 be made for additional attributes such as computers, radios, scene lighting, etc., unless specifically negotiated  
35 and ordered by the incident on a case-by-case basis. Fuel and operating supplies will be reimbursed but NO  
36 MILEAGE will be paid. Notation must be made on the daily shift tickets that the vehicle was used as a Law  
37 Enforcement Vehicle. This daily rate is not subject to first or last day prorating.

## 01.11 STATE-OWNED AND OTHER LGFF EQUIPMENT

DNRC shall be reimbursed for the use of state-owned and operated equipment in support of other agency incidents unless the master agreement with the cooperating agency states otherwise (see exception, Section 01.5-5, Equipment on Loan). The receiving agency will provide operating materials and supplies, such as fuel and oil, and mileage will be reimbursed at the standard rate if applicable. In the event the equipment breaks down and is repaired at the receiving agency's expense, the cost of the repair shall be deducted from the bill for its use. Copies of repair bills shall be submitted to the responsible DNRC Land or Unit office, at the termination of DNRC support activity, for inclusion in the fire bill calculation.

The Emergency Equipment Shift Ticket (OF 297) or combined Emergency Personnel & Equipment Shift Ticket (DNRC297), the Emergency Equipment Use Invoice (OF 286), Resource Order, and the DNRC Resource Rate form provide the required documentation for the use of DNRC-owned equipment. Copies should be retained at the incident and the original signed shift tickets and invoices are either forwarded to the responsible Land or Unit office or sent home with the operator. The OF-286, for this purpose, should be filled out in the following manner: In Block 22 (remarks), enter "*For Fire Record Only.*"

### 01.11-1 Sedans, Sport Utility Vehicles, and Pickups

The following rates are for agency-owned vehicles hired on a Resource Rate Form, LGFF-owned vehicles hired on an IRA, and government employee (including EFF) privately owned vehicles hired on an EERA. For government employee, privately owned vehicles refer to the Montana 300-Incident Business Manual, Chapter 320 for **additional** direction. The rates may also be used to determine agency costs used in billing suppression costs of all fires.

There is one standard method of hire:

- **Un-operated:** daily rate **plus** the Standard mileage rate (mileage covers wear and tear only).
- The government provides operating supplies, i.e. fuel.
- Daily rate is not subject to first or last day prorating.
- Agencies must adhere to their policies regarding hiring of drivers and equipment.

**The mileage rate used for these vehicles is the "Standard Rate" set annually by the Montana Department of Administration (DOA) and is currently .32 per mile for 2023.**

### AUTOMOBILE – Rates:

| Auto Type          | Un-operated Daily Rate |
|--------------------|------------------------|
| Compact            | \$35.00                |
| Midsized or larger | \$48.00                |
| Mini-Van           | \$55.00                |

1 **PICKUPS, 4X2 – Rates:**

| Pickup Type | Un-operated Daily Rate |
|-------------|------------------------|
| Compact     | \$37.00                |
| ½ ton       | \$44.00                |
| ¾ ton       | \$49.00                |
| 1 ton       | \$60.00                |

2 **PICKUPS, 4X4 – Rates:**

| Pickup Type | Un-operated Daily Rate |
|-------------|------------------------|
| Compact     | \$44.00                |
| ½ ton       | \$49.00                |
| ¾ ton       | \$55.00                |
| 1 ton       | \$68.00                |

3 **SPORT UTILITY – Rates:**

| SUV Type                                     | Un-operated Daily Rate |
|--|------------------------|
| Compact - 5 or less passengers               | \$53.00                |
| Mid-sized 6-7 passengers                     | \$58.00                |
| Full-sized 8 or more passengers or Cargo Van | \$68.00                |

4 **Off-Road Vehicle for Line Personnel - \$140/Day + Fuel, NO Mileage** - Vehicles for off-road use for line  
5 personnel as listed, but not limited to: Strike Team Leader, Task Force Leader, Division Supervisor, Heavy  
6 Equipment Boss, or any other position that could require that a vehicle be taken off road. Vehicle must be a  
7 4x4 SUV or 4x4 pickup that is off-road capable typically with 10-ply or load range E tires. The vehicle  
8 should be equipped with a digital programmable mobile radio (i.e. BK Mobile Radio). Fuel and operating  
9 supplies will be reimbursed but NO MILEAGE will be paid. *Vehicles not used in a Line capacity will be*  
10 *paid at the standard daily rate plus mileage as listed in Section 01.11-1 above.*

11 If the vehicle complies with the above stipulations and is hired at the off-road rate, the rate will be in effect  
12 for the entire time the vehicle is under hire. This daily rate is not subject to first or last day prorating.  
13 Additionally, the payment package must include the vehicle operator's overhead resource order (or other  
14 suitable documentation) as verification that the vehicle was used off road in support of a line-qualified  
15 position.

16 **Command Vehicles** - Command vehicles should be hired using the above rate for an off-road vehicle. A  
17 higher rate may be negotiated for extra equipment used depending on the capability and the use of the  
18 vehicle if used beyond the basic function of transportation. This daily rate is not subject to first or last day

1 prorating. Command vehicles are eligible for out-of-region assignments. *Command vehicles not used in*  
 2 *their command capacity, or for transportation only, will be paid at the standard daily rate plus mileage as*  
 3 *listed in Section 01.11-1 above.*

4 **01.11-2 Trailers and Transports**

5 This category includes government-owned trailer units as specified. Refurbishment costs for tools and  
 6 equipment from fire caches shall be paid by receiving agency under separate billing.

| Mobile Office Trailers                                | Location at Time of Hire   | Un-Operated Daily Rate |
|---|--|------------------------|
| County Assist Team Plans Trailer                      | DNRC, Central Land Office – Helena   | \$750.00               |
| County Assist Team Finance/Plans Trailer              | DNRC, Northeastern Land Office - Lewistown   |                        |
| Mobile Command Post                                   | DNRC, Fire Protection Bureau - Missoula  |                        |
| County Assist Team Plans Trailer                      | DNRC, Eastern Land Office – Miles City   |                        |
| Plans/Finance Trailer<br>Other Command/Office Trailer | DNRC, Northwestern Land Office - Kalispell<br>Local Government or state-owned                                | \$500.00               |
| NELO Small Logistics Trailer                          | DNRC, Northeastern Land Office, Lewistown  | \$75.00                |
| CLO Small Logistics Trailer                           | DNRC, Central Land Office – Helena   | \$100.00               |
| NWLO Logistics Trailer                                | DNRC, Northwestern Land Office, Kalispell  | \$100.00               |
| Additional Incident Costs                             | Haul-in cost for vehicle as needed may be charged at the applicable 1-ton rate as listed in Section 01.11-1. |                        |

| Other Equipment  | Un-Operated Daily Rate |
|--|------------------------|
| <u>CLO Light Tower</u>   | \$75.00                |
| <u>Starlink Satellite Kit, 200 mb x 30 mb</u>  | \$75.00                |
| <u>Fifth wheel trailer, tandem axle – 20-foot to 28-foot flatbed, minimum 10,000 GVW</u> | \$50.00                |
| <u>Flatbed snowmobile trailer, minimum 3,000 GVW</u>                                     | \$30.00                |

1 **01.11-3 All-Terrain Vehicles**

| Type  | Un-Operated Daily Rate<br>No Pump | Un-Operated Daily Rate<br>With Pump |
|---|-----------------------------------|-------------------------------------|
| ATV (1 Rider) No Three Wheelers - no tank w/pump allowed.                                       | \$100.00                          | N/A                                 |
| UTV Side by Side Seating (i.e., Polaris Ranger, Kawasaki Mule) or similar with 3 or less seats. | \$200.00                          | \$300.00                            |
| UTV Side by Side Seating with 4 or more seats.  | \$250.00                          | \$350.00                            |
| Pump includes hose, 50-gallon maximum tank capacity, 2 Operators.                               |                                   |                                     |

2 • **All riders must wear an approved helmet while operating an ATV or UTV.**

3 • **Daily rate includes haul in/out.**

4 **01.11-4 Agency-Owned Engines and Water Tenders**

5 Agency-owned engines and tenders will be billed at the rates in the LGFF table in Section 01.5-5.

6 **01.11-5 DNRC Kitchens**

7 The DNRC kitchen package as shown below provides the basic ability to prepare and serve meals for  
 8 approximately 75- to 350-plus people per day. Additional incident costs charged separately to the incident  
 9 are noted below. The Food Unit Leader will track costs and make them available to the Finance Section  
 10 upon request. The incident is also responsible to provide a potable water source and grey water disposal. In  
 11 the event a DNRC kitchen needs a potable water truck or hand washing station, DNRC will utilize the  
 12 solicitation for potable water trucks or hand washing stations for the incident. The DNRC kitchens are not  
 13 available for assignment outside of the State of Montana.

|  |   |   |
|--|---|---|
| DNRC Kitchen Package Includes  | Pantry truck, kitchen trailer, generator, propane transport and storage, prep trailer/area, hot water capability for dishwashing, and one support vehicle.  | <b>Un-Operated Daily Rate</b><br><br>\$500.00 |
| Additional Incident Costs  | Personnel time at applicable EFF rates; reimbursement of actual cost for food and consumable supplies (propane and fuel, condiments, plates, cups, cutlery, etc.); rental of refrigeration trailer* at NRCG Chapter 20 daily rates; 1-ton flatbed truck; crew transport/additional support vehicles; portable toilets and hand wash units for kitchen crew; and cleaning and refurbishment costs. |   |
| <b>Additional incident costs may be charged if the incident camp does not already supply resources/supplies. These additional costs may include but are not limited to: Rental of dining tents, tables, chairs; hand wash stations; grey water, potable water, and storage; garbage service.</b> |   |   |

14 *\*Note: Refrigeration truck/trailer to support kitchen may be provided by DNRC at NRCG Chapter 20 Supplement daily rates, or if*  
 15 *not available from DNRC, may need to be obtained commercially.*

16

1 **01.11-6 DNRC Hand Wash Station**

|   |   |   |
|---|---|---|
| DNRC<br>Handwash<br>Station<br>Includes | Includes a self-contained 6 sink trailer with propane hot water, 450-gallon internal tank, 750-gallon grey-water bladder, paper towel dispenser, and mirrors. If the unit is hauled in with a DNRC kitchen vehicle, no additional transport cost is added. If utilized separately from the kitchen, applicable vehicle rates listed in Section 01.11-1 will apply for transport in and out. The incident will supply potable water and haul the grey water. | <b>Un-Operated<br/>Daily Rate</b><br><br>\$500.00 |
|---|---|---|

2 **01.11-7 Portable Generators**

| Generator Size  | Daily Rate   |
|-----------------|--------------|
| 10 KW or Less   | \$60.00/Day  |
| 10 KW to 20 KW  | \$80.00/Day  |
| 20 KW to 30 KW  | \$100.00/Day |
| 30 KW and Above | \$120.00/Day |

3 **01.11-8 Aircraft**

4 **State-owned Aircraft:** Un-operated rate, based on flying time, does not include operating supplies or  
 5 support vehicles. Rates are set by the Montana Legislature. Current rates were set by the 2015 Legislative  
 6 Session and will remain in effect until changed by the Legislature.

| Type               | Current Hourly Rates |
|--------------------|----------------------|
| Fixed Wing         | \$ 175.00            |
| Rotary Wing Type 3 | \$ 515.00            |
| Rotary Wing Type 2 | \$1,650.00           |

7 Tail Numbers for State of Montana DNRC-owned aircraft are as follows:

- 8 • Fixed Wing 9067M, 6312B, and 391M
- 9 • Helicopters T2: 387M, 388M, 394M, and 395M
- 10 • Helicopters T3: 384M and 392M

11 **Montana National Guard Aircraft:** Rates available per annual agreement with DNRC, which may be  
 12 found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

13 **Fuel Trucks (aviation support):**

| Size          | Un-Operated Daily Rate |
|---------------|------------------------|
| 300 gallons   | \$200.00               |
| 600 gallons   | \$500.00               |
| 2,600 gallons | \$800.00               |

1 **01.11-9 Boats**2 **The rates noted below pertain to agency-to-agency use. Commercial use rates may be higher.**

3 Cooperator provides:

- 4 • Will provide operator(s). Boat will not be operated by personnel under the age of 18 years old.
- 5 • Operating supplies such as fuel/oil, anchors/ropes, etc.
- 6 • A personal floatation device for each person being transported.
- 7 • First-Aid kit and fire extinguisher.

8 The incident can provide:

- 9 • Personal Protection Equipment (PPE) to cooperator/operator who will return PPE to the incident
- 10 upon demobilization or invoice will be reduced for missing PPE.

| Boat FWHP     | Size       | *Un-Operated Daily Rate |
|---------------|------------|-------------------------|
| ≥35, < 150 HP | < 16 FT    | \$300.00                |
|               | 16 – 20 FT | \$350.00                |
| ≥50, ≤ 250 HP | 21 – 23 FT | \$400.00                |
|               | 24 – 26 FT | \$450.00                |
| Pontoons      | 16 – 20 FT | \$400.00                |
|               | 21 – 23 FT | \$450.00                |
|               | ≥ 24 FT    | \$500.00                |

11 *\*Daily rate includes haul in/haul out.*

| Fire Boat                          | Minimum Number of Operators | *Un-Operated Hourly Rate |
|------------------------------------|-----------------------------|--------------------------|
| Minimum Pump Capacity of 1,500 GPM | 2                           | \$115.00                 |

12 *\*Hourly Rate includes haul in/haul out.*13 **Minimum Special Provisions:**

- 14 • Boats under hire are required to comply with all State of Montana licensing and registration
- 15 requirements.
- 16 • Boats hired must comply with U.S. Coast Guard Marine Safety regulations.
- 17 • All equipment under this agreement must be owned and titled by the LGFF or County listed in Box 4
- 18 of the IRA. No leased equipment unless the lease was initiated to fulfill the department's normal
- 19 duties as established under the Montana Codes Annotated (MCA).



**01.12 CLAIMS**

Claims arising under the jurisdiction of the State of Montana are negotiated by the responsible Line Officer or his or her designee, who must be named on the DNRC Authorized Signers List. When possible, claims should be settled at the incident. Settled claims may require an S (supply) resource order number for reimbursement/payment. For comprehensive information on handling claims against DNRC, see Chapter 370 in the DNRC 300 Incident Business Management Manual, or contact the Forestry Division Office, Department of Natural Resources and Conservation, 2705 Spurgin Road, Missoula, Montana 59804; office phone: (406) 542-4300.

**01.13 OTHER REFERENCE MATERIALS FOR MONTANA****01.13-1 NRCG Mobilization of Local Government Firefighting Resources**

Information contained within the Mobilization of Local Government Firefighting Resources guides the safe, cost effective, and timely hiring and mobilization of Montana's Local Government Forces. This mobilization guide is most commonly referred to as the "Umbrella Document," and provides guidance on how Local Government Forces are made available to Northern Rockies (NR) cooperating agencies and the interagency wildland fire system.

This document may be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

**01.13-2 DNRC 300 Manual - Incident Business Management**

This internal manual provides incident business management guidance to DNRC employees and cooperating agency personnel on managing DNRC wildland fire incidents according to State-specific policies and procedures. This document may be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>.

**01.13-3 DNRC 900 Manual - Wildland Fire Suppression**

This internal manual provides guidance to DNRC employees and cooperating agency personnel on wildland fire suppression policies and procedures within Montana. This document may be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/agreements-plans-guides>

**01.13-4 DNRC IBA Operating Guidelines/DNRC IBA Job Aid**

These documents provide guidance to DNRC employees and cooperating agencies on the State's general operating guidelines relating to fire business management and the role of DNRC Incident Business Advisors. They may both be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/forms-information>

**01.13-5 DNRC Local Government Fire Force (LGFF) Incident Rental Agreement**

Local Government Fire Force (LGFF) equipment are hired on one (or more) DNRC Incident Rental Agreements: Unoperated IRA, Fully Operated IRA, or Option 3-Unoperated. Equipment must meet the accepted typing standards set forth in this supplement. Year-to-Year agreements (single year) are the preferred method, but an Area or Unit office may initiate a multi-year agreement for up to a three-year (3-year) period. LGFF Equipment hired Fully Operated (under Hiring Option 2) or hired under Option 3 are eligible to accept assignments outside the Northern Rockies Geographic Area. Incident Rental Agreements templates may be found on-line at: <https://dnrc.mt.gov/Forestry/Wildfire/local-government-fire-forces>

**01.14 ABBREVIATIONS AND DEFINITIONS**

The specific meanings of terms may be found in prevailing current NWCG publications unless otherwise defined herein.

AGENCY – See “Government”

APMC - Agency Provided Medical Care

COOPERATOR – Local Government entities available through agreement to assist the Federal and State government agencies.

CREW MEMBER – Basic wildland firefighter used to control and extinguish wildland fires and works as a member of an engine crew or hand crew under the supervision of a higher qualified individual.

DES – Department of Emergency Services

DNRC – Department of Natural Resources and Conservation, <https://dnrc.mt.gov/Forestry/About/>

ENGB – Single Resource Engine Boss

ENOP – Engine Operator

FEPP - Federal Excess Property Program.

GACC – Geographic Area Coordination Center

GAWR – Gross Axle Weight Rating

GOVERNMENT – United States Department of Agriculture – Forest Service (USDA-FS), National Park Service (NPS), Bureau of Land Management (BLM), Bureau of Indian Affairs (BIA), and United States Fish & Wildlife Service (USF&WS), Montana Department of Natural Resources and Conservation (MT DNRC), Idaho Department of Lands (IDL), Montana Department of Emergency Services (MT DES), North Dakota Forest Service (ND FS), Department of Emergency Services (DES), and Local Government.

GOVERNMENT REPRESENTATIVE – Designated employee of the agencies listed under the definition of Government.

GVAW – Gross Vehicle Axle Weight

GVWR – Gross Vehicle Weight Rating

HYBRID ENGINE - Engines in which a county owns the chassis, and the State of Montana DNRC has provided the fire package including the pump package.

ICS – Incident Command System

IDL – Idaho Department of Lands, <https://www.idl.idaho.gov/fire-management/incident-business/>

1 INCIDENT – An occurrence or event, either human-caused or natural phenomena, that requires  
2 action by emergency service personnel to prevent or minimize loss of life or damage to property  
3 and/or natural resources.

4 NDFS – North Dakota Forest Service, <http://www.ag.ndsu.edu/ndfs>

5 NRCC – Northern Rockies Coordination Center, <http://gacc.nifc.gov/nrcc/index.htm>

6 NRCG – Northern Rockies Coordinating Group, <https://gacc.nifc.gov/nrcc/index.htm>

7 NWCG - National Wildfire Coordinating Group, <http://www.nwcg.gov>

8 ON SHIFT – Includes time worked, time that equipment is held or directed to be in a State of  
9 readiness, and compensable travel (equipment traveling under its own power) that has a specific start  
10 and ending time.

11 OPERATIONAL PERIOD – Equal to one shift, an operational period is defined by the Incident  
12 Action Plan.

13 IROC- Interagency Resource Ordering Capability. The national system used by dispatch for resource  
14 ordering for incidents.

15 SEVERITY – Increase in the level of pre-suppression capability and fire preparedness when  
16 predicted or actual burning conditions exceed those normally expected, due to severe weather  
17 conditions.

18 SUPPRESSION – All the work of extinguishing or confining a fire beginning with its discovery.

19 UNDER HIRE – Refer to Clause 12 of General Clauses to Emergency Equipment Rental Agreement  
20 Form OF-294.

21

## 01.15 FEMA GUIDELINES

Montana DNRC may request that a fire threatening lives, property, and critical infrastructure that would have potential for a major Presidential disaster; be declared a FEMA fire to receive a Fire Management Assistance Grant (FMAG).

FEMA evaluates a fire threat using four criteria:

1. The threat to lives and improved property, including threats to critical facilities/infrastructure, and critical watershed areas.
2. Availability of state and local firefighting resources.
3. High fire danger conditions, as indicated by nationally accepted indices such as the National Fire Danger Rating System.
4. Potential for major economic threat.

The request is approved or denied based on:

1. The conditions that existed at the time of the state's request.
2. Whether the fire or fire complex threatens to cause a major disaster.

*These grants do not provide assistance to individual home or business owners and do not cover other infrastructure damage caused by the fire.*

FEMA will reimburse state and local governments 75 percent of the eligible fire management costs. All eligible work and related costs must be associated with the incident period of a declared fire.

If a fire is a FEMA declared fire, state agencies, local government agencies, and Tribal governments may apply as sub-grantee applicants. Applicants applying for sub-grantee status must be legally responsible for the firefighting activities for which reimbursement is requested.

Volunteer firefighting organizations that were created under a local statute or resolution giving them taxing authority are considered to be separate and distinct from the county in which they operate. These volunteer organizations are trustee operated and are eligible applicants.

Examples of eligible fire management costs:

- Firefighting and support services
- Equipment and supplies
- Evacuations
- Sheltering
- Traffic control/barricading
- Security
- Emergency Operations Centers
- Temporary repairs of damage caused by firefighting activities, not by the fire itself.

1 If a fire is a FEMA declared fire, DNRC will continue to pay according to the guidelines in the SIIBM.  
2 Local government or tribal entities may request reimbursement for eligible costs not normally paid by  
3 DNRC. Examples would be:

- 4 • Costs during the first 24 hours of a fire within your jurisdiction
- 5 • Equipment costs when the fire is within your jurisdiction
- 6 • Donated resources:
  - 7 ○ Value of volunteer labor
- 8 • Category B expenses:
  - 9 ○ Search and rescue
  - 10 ○ Provision of shelters or emergency care
  - 11 ○ Sandbagging
  - 12 ○ Provision of food, water, ice, and other essential needs
  - 13 ○ Removal of health and safety hazards

14 MT DNRC may request an additional fire package of the host agency for FEMA declared fires.

**EXHIBIT NR11****IDAHO DEPARTMENT OF LANDS**

The Idaho Department of Lands (IDL) utilizes the standard forms contained in the NWCG Standards for Interagency Incident Business Management (SIIBM). Additional information regarding IDL specific policies are contained within the Idaho Department of Lands Incident Business Operating Guide (IBOG). The IBOG will be provided to Incident Management Team (IMT), Buying Team, and expanded dispatch personnel assisting on incidents under the jurisdiction of IDL. The IBOG, Idaho Cooperative Mobilization Agreement (ICMA), and additional IDL agreements and resources, may be found on the IDL Incident Business web page under Fire Management on the IDL public web site at:

<https://www.idl.idaho.gov/fire-management/incident-business/>

For further information and clarification, please contact:

Amber Honsaker  
Fire Business Program Manager  
Phone: 208-666-8644  
Cell: 208-416-3791  
Fax: 208-769-1524

Nicole Lee  
Fire Business Program Specialist  
Phone: 208-666-8648  
Cell: 208-860-4267  
Fax: 208-769-1524

Bureau of Fire Management  
3284 West Industrial Loop  
Coeur d'Alene, ID 83815-6021  
Phone: 208-769-1525  
Duty Officer: 208-416-3604  
Fax: 208-769-1524

## 1. STATE AND COOPERATOR PERSONNEL AND EQUIPMENT

The IDL IBOG, ICMA, and other agreements can be found at:

<https://www.idl.idaho.gov/fire-management/incident-business/>

### Wildland Firefighter Differential Pay (H-Pay).

Wildland Firefighter Differential pay is a form of Hazard pay. Employees of the Idaho Department of Lands (IDL), Timber Protection Associations, that are involved in wildland fire suppression duties involving exposure to hazards associated with the suppression of wildland fires are entitled to receive H-Pay.

IDL's H-Pay is based on Direct Exposure.

Employees must be performing duties within or adjacent to the perimeter of an uncontrolled wildfire of any size in which action is being taken to control the fire. Such action includes operations, which directly support control of the fire (e.g., activities to extinguish the fire, ground scouting, spot fire patrolling, search and rescue operations, intelligence gathering, and firing operations).

For aviation/helibase operations, employees must be performing duties that directly support fire suppression operations.

#### Incident Documentation

Incident Timekeeping/Recording: All personnel must utilize an Incident Crew Time Report SF-261 (CTR) to record hours, rounded to the nearest half hour, based on actual time performing hazardous duties.

a. On-Shift Time: Time of actual work, ordered standby, travel and Hazardous Duty Differential that has a specific start and ending time.

b. H-Pay shall be recorded by placing a note describing the hazard category in block 11 of the CTR. Hours must be clocked based on actual exposure and rounded to the nearest half hour, see examples below.

More information is available on the Idaho Department of Lands Incident Business website listed above.

## 2. EMERGENCY MEDICAL SERVICES

ALL EMS providers working within the State of Idaho must meet minimum license standards, as determined by the Idaho Department of Health and Welfare, Emergency Medical Services (EMS) Bureau.

To provide Emergency Medical Service (EMS) in the state of Idaho, there are three (3) requirements:

- 1) Individual must hold an EMS license issued by the State of Idaho, and
- 2) Affiliated with an Agency that holds an EMS license issued by the State of Idaho, and
- 3) Affiliated with a Medical Director that holds a license to practice medicine in Idaho, issued by the State of Idaho

1  
2 Emergency Medical Services (EMS) is available in the State of Idaho through the regular ordering process at  
3 interagency dispatch centers. The preferred priority of hiring EMS personnel and equipment/vehicles in  
4 Idaho is:

- 5 1) Local EMS Jurisdiction
- 6 2) Agency personnel licensed in Idaho
- 7 3) Idaho Fire Service Organizations or local government
- 8 4) Private-owned EMS under contract or available for Incident Only Agreement
- 9 5) Out of state resources provided through states participating in the Recognition of EMS Personnel  
10 Licensure Interstate Comp Act (REPLICA); and
- 11 6) Out of state resources authorized under the Limited Request for Recognition.

12 The EMS Compact, enacted by legislation in states, protects the public and enhances the Emergency  
13 Medical Services system in the United States. The EMS Compact facilitates the day-to-day  
14 movement of EMS personnel across state boundaries in the performance of their EMS duties as  
15 assigned by an appropriate authority. The EMS Compact authorizes state EMS offices to afford  
16 immediate legal recognition to EMS personnel licensed in another member state.

17 The EMS Compact is not a form of EMS licensure reciprocity. The EMS Compact extends a privilege for  
18 EMS personnel from member states to practice on a short-term, intermittent basis under approved  
19 circumstances in other member states. When an IMT is assigned to an incident it is their responsibility to  
20 follow the procedures as described below. When an IMT is not assigned to an incident, it is the host agency's  
21 responsibility to ensure the procedures below are followed.

#### 22 IMT or Host Agency Responsibilities

23 It is the IMT's responsibility to coordinate with the Idaho EMS Bureau in Boise to ensure all EMS personnel  
24 working on wildfire incidents are licensed and working within their authority. They shall:

- 25 1. Contact the Idaho EMS Bureau at: Telephone 208-334-4000, Fax 208-334-4015, or Email  
26 [EMSProvLic@dhw.idaho.gov](mailto:EMSProvLic@dhw.idaho.gov) to establish a direct communication for incident support. The  
27 EMS Bureau provides written approval to the IMT for EMS personnel working on incidents. For  
28 incidents occurring outside of normal business hours, contact Idaho State Communications at  
29 208-846-7610, who will facilitate direct contact with the EMS Bureau.
- 30 2. Keep the following forms on file at the incident for Idaho EMS Bureau review:
  - 31 a. Letter from the EMS provider's medical director, giving them authority to work on the  
32 wildfire incident.
  - 33 b. Copy of EMS license (referred to as "certification" in some states) for personnel
  - 34 c. Copy of license and cover letter, for EMS agency.
  - 35 d. **Out-of-state EMS personnel** must complete the "*Limited Request for Recognition*" form  
36 unless they are a participant REPLICA state. Information on REPLICA is found at  
37 <http://www.emsreplica.org> and coordinated through the Idaho Department of Health and  
38 Welfare's EMS Bureau.



1 The *Limited Request for Recognition* form can be found online at the Idaho EMS Bureau  
2 website at:

3 <https://healthandwelfare.idaho.gov/Medical/EmergencyMedicalServicesHome/AgencyLicensure/tabid/1602/Default.aspx?QuestionID=307&AFMID=17625>  
4

5 Per the Idaho Administrative Procedures Act (IDAPA) 16.01.07.140, an individual possessing an  
6 EMS license (or certification) from another state must have prior recognition before providing  
7 EMS patient care in Idaho. This may be accomplished under the conditions of an interstate  
8 compact with Idaho when one is in place from the state where the provider is licensed, or limited  
9 recognition is granted by the EMS Bureau.

10 The provider can apply for limited recognition through an Idaho licensed EMS agency or a  
11 Medical Unit Leader (MEDL) who has established a Medical Unit in Idaho for specific event  
12 coverage (such as wildland fire support) where patient care is provided under the supervision of  
13 an Idaho licensed physician. The provider may not provide EMS until recognition is granted by  
14 the EMS Bureau.

15 This form is not an application for licensure or reciprocity, only recognition. A National Registry  
16 of Emergency Medical Technicians (NREMT) card does not authorize EMS personnel to provide  
17 EMS patient care in the State of Idaho. Only a current license (or certification) document/card  
18 issued by a state or U.S. territory EMS office will be accepted as proof of EMS  
19 license/certification.  
20

21 It is the responsibility of the MEDL to complete and submit the “*Limited Request for*  
22 *Recognition*” form as soon as possible, on behalf of all licensed personnel when utilizing licensed  
23 out-of-state EMS providers. This form may be printed and filled out, or filled out electronically,  
24 and submitted prior to the event, as personnel may not practice until they receive recognition from  
25 the EMS Bureau. A new form must be completed for each incident and updated when new EMS  
26 personnel assigned to the Medical Unit arrive or move from incident to incident within the state.  
27

28 The EMS Bureau will acknowledge receipt of the form and provide recognition to the MEDL  
29 after validating the EMS licenses of listed personnel. If the EMS Bureau is unable to validate an  
30 EMS license or a license has been revoked or suspended in Idaho or any other state, the MEDL  
31 will be notified. EMS personnel without valid state EMS licenses will not be granted limited  
32 recognition and will not be authorized to provide EMS.  
33

34 The MEDL should contact the EMS Bureau by phone at (208) 334-4000, by fax at (208) 334-  
35 4015 or by email at [EMSProvLic@dhw.idaho.gov](mailto:EMSProvLic@dhw.idaho.gov) to submit their form or for further information.

- 36 e. **In-state licensed EMS personnel** who are not acting under an Idaho licensed EMS agency  
37 deployed at the incident must complete the “Planned Deployment Declaration”. The form can  
38 be found and submitted online to the Idaho EMS Bureau at:  
39 <http://healthandwelfare.idaho.gov/Portals/0/Medical/EMS/PlannedDeployment.pdf>
- 40 f. Licensed EMS personnel working for a licensed Idaho EMS agency deployed at the incident  
41 should be added to the agency roster in IGEMS (Idaho’s Gateway for EMS website):  
42 <https://www.idahoemsllicense.net/public/idaho/portal#/login>

1 g. Patient Care Integration Agreement-- It is the responsibility of the EMS personnel at the  
2 incident to ensure the agreement is completed upon assignment to the incident. The IMT  
3 medical unit leader or the host agency has responsibility to follow up to ensure compliance.

4 The Idaho EMS Bureau typically responds to the IMT during business hours Monday through  
5 Friday. There may be delays in responses to IMTs on weekends and after business hours.

- 6 3. When mobilizing EMS personnel outside their jurisdictions, whether from within Idaho or outside  
7 the State, as a courtesy to the local EMS jurisdiction, the IMT shall contact the local medical  
8 facility emergency room who can direct them to the Medical Director who has local jurisdiction  
9 authority to let them know the status of EMS personnel on the incident. This can be done through  
10 the EMS Bureau if necessary.

### 11 EMS Personnel/Staff License Levels

- 12 • EMT – Emergency Medical Technician
- 13 • AEMT – Advanced Emergency Medical Technician
- 14 • Paramedic

### 15 Local Government and Private-Owned

16 EMS personnel from local government and private-owned EMS agencies are available to the federal and  
17 state agencies. If not under a current agreement, the provider may be hired as an incident only resource.

18 Rates for incident only agreements for EMS personnel shall be in accordance with Chapter 20 of the SIIBM.  
19 Local government rates are established in the current Idaho Cooperative Mobilization Agreement found at  
20 <https://www.idl.idaho.gov/fire-management/incident-business/> .

### 21 Fire Service Organizations (FSO)

22 *Refer to the Idaho Cooperative Mobilization Agreement found at:*  
23 <https://www.idl.idaho.gov/fire-management/incident-business/>

24 FSO Documentation Requirements at demobilization from an incident includes,  
25 but is not limited to:

- 26 • Unoperated Agreement
  - 27 ○ Emergency Equipment Use Invoice, OF-286, with original signatures
  - 28 ○ Emergency Equipment Deductions and Additions (Attachment to OF-  
29 286)
  - 30 ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
  - 31 ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
  - 32 ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
  - 33 ○ Incident Time Report, OF-288, or original Crew Time Report, SF-  
34 261 if OF-288 is not created at the incident

- 1           ○ Incident Evaluation
- 2           ○ Claim documentation, if applicable
- 3       • Operated Agreement (single resources see below)
- 4           ○ Emergency Equipment Use Invoice, OF-286, with original signatures
- 5           ○ Emergency Equipment Deductions and Additions (Attachment to OF-
- 6           286)
- 7           ○ Emergency Equipment Shift Tickets, OF-297, Original (Pink)
- 8           ○ Emergency Equipment Fuel & Oil Issue, OF-304, if applicable
- 9           ○ Vehicle/Heavy Equipment Pre and Post Inspection Checklist, OF-296
- 10          ○ Incident Evaluation
- 11          ○ Claim documentation, if applicable
- 12       • Operated Agreement, Single Resources
- 13           ○ Documentation requirements are the same as the “Unoperated
- 14           Agreement”, listed above.

15 **EMS Kit/Supplies for incidents shall meet the requirement by the medical licensure. NWCG**  
16 **recommended items are NOT required, however, if an incident wants the EMS provider to come with**  
17 **the NWCG recommended items, it shall be requested at the time of order and documented on the**  
18 **Resource Order.**

### 19 **3. AGENCY PROVIDED MEDICAL CARE (APMC)**

20 Agency Provided Medical Care (APMC): APMC is not authorized on State of Idaho Protection  
21 Incidents.

### 22 **4. IDAHO NATIONAL GUARD**

23 Refer to the IDL Incident Business Operating Guide found at

24 <https://www.idl.idaho.gov/fire-management/incident-business/>

### 25 **5. IDAHO WATER RIGHTS**

26 Under Title 42, Chapter 2 of Idaho State Code

27 “...water may be diverted from a natural watercourse and used at any time, with or without a water right:

28 (a) To extinguish an existing fire on private or public lands, structures, or equipment, or to prevent an  
29 existing fire from spreading to private or public lands, structures, or equipment endangered by an existing  
30 fire;”

31 <https://legislature.idaho.gov/statutesrules/idstat/Title42/T42CH2/SECT42-201/>

**EXHIBIT NR12****NORTH DAKOTA FOREST SERVICE****GENERAL INFORMATION**

This information is intended to provide a general outline of State of North Dakota, North Dakota Forest Service (NDFS), and Local Government Fire Forces' (LGFF) operating procedures. For further information, contact the North Dakota Forest Service at 701-328-9944.

**BILLING:**

NDFS will use applicable LGFF Equipment rates, state rates, and actual personnel costs when established for purposes of billing other agencies and other entities for fire suppression services.

NDFS will apply a 5% administrative fee on all fire billing.

**SEASONAL STATE EMPLOYEES**

NDFS does NOT use the same Administratively Determined (AD) Rates as federal agencies when hiring seasonal firefighters. NDFS hires seasonal firefighters as state employees instead. NDFS will follow the NDFS policy 9121 for seasonal fire staff wages.

**ENTITLEMENTS**

Seasonal Firefighter employees do not earn sick or annual leave.

NDFS employees and LGFF are covered under the provisions of the State of North Dakota Workforce Safety Insurance Program.

NDFS employees and LGFF do NOT receive hazard pay, nor any other form of differential except overtime. NDFS employees receive the base rate for the first forty hours of work per week starting on Sunday at 0001 and ending on Saturday at 2400, and 1½ times the base rate for all approved time worked beyond forty hours per work week. Overtime does not need to be computed at the incident but will be figured when Emergency Firefighter Time Reports are processed by Payroll. Overtime accrual may differ for LGFF forces depending on home unit's policies. Questions regarding LGFF home unit policies should be directed to the LGFF home unit.

NDFS employees and LGFF may be in situations where meals or lodging must be paid out-of-pocket when in travel status or when meals at fire camp are not available. Reimbursement for such expenses will be in accordance with the Travel & Reimbursement Policies and State Per Diem rates, regardless of the location of the incident unless within the State of North Dakota where North Dakota Per Diem rates will take precedence.

**MEAL PERIODS**

North Dakota Forest Service employees and LGFF will be paid for meal breaks during uncontrolled fire assignments, unless they can be completely relieved of duty. If the employee must work during the meal

1 break once the fire is controlled, this must be documented on the employee's crew time report. Non-  
2 operational assignments will not be compensated for meal breaks unless documented and signed by the  
3 supervisor and should only be used under extraordinary circumstances.

4 Equipment will remain in paid status during meal periods, where people are required to show a meal break  
5 when they are relieved of duty.

## 6 **WORK/REST, LENGTH OF ASSIGNMENT, AND DAYS OFF**

7 The North Dakota Forest Service subscribes to the guidelines for rest and recuperation as outlined in Section  
8 12.7 of the SIIBM and to all work/rest and length of assignment standards applicable to the NWCG and  
9 NREG. Where the Incident Commander has deemed necessary to provide rest and recuperation, permanent  
10 full time and seasonal state employees may be granted these privileges when in compliance with NDSU  
11 payroll guidelines. NDSU policy will not allow for paid rest days when employees are at their home unit.

## 12 **ENGINE STAFFING**

13 The North Dakota Forest Service normal operating procedures requires engine mobilization with three  
14 personnel (one engine boss and two firefighters). Mobilization of an engine with other than 3 personnel will  
15 be at the discretion of the North Dakota Forest Service. LGFF forces may operate with two to four personnel  
16 based on engine configurations.

## 17 **PAYROLL**

18 NDFS payroll dates end on the 15<sup>th</sup> and the last day of the month. Copies of payment documents for  
19 permanent and seasonal employees must be transmitted to home units in order to meet payroll deadline dates.

20 At the time of demobilization from an incident, the completed original OF-288 and signed Emergency  
21 Personnel/Equipment Shift Tickets (EPEST) MUST be transferred to the NDFS Bismarck Field Office for  
22 processing, preferably by hand. On long duration incidents consideration should be given to transmission of  
23 payroll documents on the 16<sup>th</sup> and the 1<sup>st</sup> of the month; however, this must be prearranged with the NDFS  
24 Bismarck Field Office.

### 25 **Payment Document Requirements**

#### 26 **Equipment and Emergency Firefighter**

- 27 1. EPEST (Pink copies for the payment office, blue copies for the file)
- 28 2. Emergency Equipment Use Invoice (OF-286)
- 29 3. Emergency Firefighter Time Report (OF-288)
- 30 4. Resource Order
- 31 5. Fuel/Oil tickets (OF-304)
- 32 6. Emergency Equipment Rental Agreement (OF-294), if applicable
- 33 7. Inspection Form (pre/post) if available (OF-296)

34 Emergency Firefighter Time Reports, EPEST and supporting documentation will be filled out, a copy  
35 retained at the incident, and the signed original packet returned with the designated representative when

1 demobed. This designated representative would normally be the Engine Boss, Strike Team Leader or Crew  
2 Boss. Any questions should be directed to the NDFS Bismarck Field Office.

### 3 **COMPENSATION FOR INJURY/ILLNESS**

4 If an NDFS employee is injured while on assignment, the North Dakota State University Safety Office must  
5 be notified of the injury within 24 hours by contacting either Lois Christianson at (701) 231-9857 or Jennifer  
6 Quenette at (701) 231-6740 for forms and procedures. The injured North Dakota State employee, or a  
7 person acting on behalf of the injured employee, is responsible for reporting the injury to the immediate  
8 supervisor. The immediate supervisor is responsible for the preparation of the NDSU Risk Management  
9 Employee Incident Report form. The Incident Report form **must** be transmitted to North Dakota State  
10 University **within 24 hours** of notification or knowledge of a work-related injury. This form is available  
11 online at:

12 [DocuSign Incident Report Form](#)

13 The Finance Section is responsible for transmitting the NDSU Risk Management Employee Incident Report  
14 to (701) 231-6739. All employees are covered by the North Dakota Risk Management Program.

15 If any LGFF employee is injured while on assignment, the employee's home unit and NDFS shall be notified  
16 immediately to aide in proper notifications and ND Work Force Safety documentation.

### 17 **HIRING METHOD**

18 NDFS will utilize a contracted services agreement (CSA) for the hiring method for Emergency Equipment  
19 Rental Agreements (EERA). The CSA will be considered "Fully Operated" and is in accordance with the  
20 procedures established in the SIIBM and the NRCG supplements to Chapter 20 of the SIIBM.

21 Private fire suppression resources and EMS resources that did not participate in the competitive solicitation  
22 process may be hired "Fully Operated" if competitively solicited resources are not available and they meet  
23 all equipment inspection standards and requirements. There may be extraordinary circumstances when it is  
24 in the interest of the State to sign up equipment as "un-operated." These circumstances should be the  
25 exception, not the rule, and must be pre-approved by the NDFS. In both circumstances, the CSA must show  
26 that the agreement is applicable only for the duration of the incident.

27 Private contractors hired on a fully operated basis are responsible for providing their own operating supplies  
28 (fuel, oil, foam, etc.). EMS supplies used during an incident are eligible for replacement by the incident or  
29 as an approved billable expense paid for by the incident. Repairs and normal maintenance are the  
30 contractor's responsibility.

### 31 **During-Incident Sign-up**

32 In the event equipment does not have a pre-existing agreement, procedures in the SIIBM and the geographic  
33 area supplements to Chapter 20 & 50 of the SIIBM must be followed. On state fires, agreements initiated by  
34 NDFS personnel do not have to be co-signed by Contracting Officers or Procurement Unit Leaders working  
35 for a federal agency.

## LOCAL GOVERNMENT FORCES - EQUIPMENT RENTAL

### General Information

The guidelines in this document apply when Local Government Fire Forces are hired by NDFS. Detailed equipment and personnel standards, mobilization and dispatch procedures are included in the NRCG Mobilization guide. The document may be found at the following website: [NR Mob Guide Final.pdf \(nifc.gov\)](https://nifc.gov).

In accordance with the Interagency Cooperative Agreement signed by the U.S. Forest Service, Bureau of Land Management, Park Service, Bureau of Indian Affairs, Fish and Wildlife Service, and the State of North Dakota, NDFS is designated as the hiring and payment agency for personnel and equipment obtained from Local Government Fire Forces (LGFF) when dispatched in circumstances other than local initial attack under mutual assistance agreements. LGFF equipment costs and personnel payroll will be paid by NDFS who will, in turn, seek payment as outlined in the Cooperative Fire Agreement (six party agreement). Said resources shall be considered an agent of the State.

Procurement of fire apparatus, equipment, and personnel from LGFF will follow the procedures established by the NDFS. Current rates are listed below. Rates for LGFF with established personnel rates will follow the un-operated equipment rate plus actual personnel cost. LGFF without established personnel rates will follow fully operated rate. Renegotiation of rates and responsibilities shall not happen at incidents. If there are compelling reasons for renegotiation, the NDFS must be involved in the negotiations.

**Mutual Aid**- Mutual Aid resources may be converted to paid status after the initial response if the NDFS deems it in the best interest of the State to do so. Mutual aid responses will be paid according to the requesting jurisdictions' Annual Operating Plan (AOP). In absence of an AOP a standard of 8 hours mutual aid is in effect. When the requesting agency releases the mutual aid resources, the mutual aid resources may request to remain on the fire. It is the responsibility of the resource to contact the IC and request to remain on the fire. If the resource remains on the fire beyond the mutual aid period without going through the IC approval and sign-up process, the resource will not be paid. The following conditions and criteria must be met and to be placed in pay status:

1. IC Approval
2. Equipment and Personnel must meet Agency Standards put forth in this Chapter of the SIIBM
3. Be Inspected or have signed a No Damages/ No Claims upon demobilization
4. Have a Resource Order

If these criteria are met, the resource may be paid back to the first hour of mutual aid request. It is the responsibility of the LGFF to ensure that these criteria are met. If any of the criteria are not met any time will be considered donated mutual aid time.

### Local Government Fire Force (LGFF) Equipment

Minimum Specifications required by NWCG for equipment requirements for engines, water tenders, and water trucks and contains the applicable equipment certification forms is listed in the following section. The equipment's compliance with transportation safety rules, laws and other codes are the responsibility of the LGFF.

1 LGFF equipment will remain in paid status during meal periods.

2 **Severity**

3 Severity rates for LGFF equipment will be paid at the established hourly rate when on duty. LGFF  
4 equipment will remain in paid status during meal periods when personnel are off time.

5 While in Transport

6 When LGFF equipment is in transport status (via heavy transport, not being driven), equipment will be paid  
7 at the rate of 50%.

8 Operating Supplies

9 Fuel, repairs, and normal maintenance will be the LGFF's responsibility. Approved equipment repairs,  
10 maintenance costs will be reimbursed with proper documentation (e.g. detailed receipt) and approval from  
11 the incident).

12 **Engine Rates – ND Local Government Fire Force Equipment**

| <b>Class</b> | <b>Type</b>             | <b>Un-operated<br/>Hourly Rate</b> | <b>Fully Operated<br/>Hourly Rate</b> | <b>Number of personnel*</b> |
|--------------|-------------------------|------------------------------------|---------------------------------------|-----------------------------|
| <b>E1</b>    | Structural<br>Engine I  | \$200                              | \$420                                 | 4                           |
| <b>E2</b>    | Structural<br>Engine II | \$180                              | \$270                                 | 3*                          |
| <b>WE3</b>   | Wildland<br>Engine III  | \$150                              | \$240                                 | 3*                          |
| <b>WE4</b>   | Wildland<br>Engine IV   | \$120                              | \$180                                 | 2*                          |
| <b>WE5</b>   | Wildland<br>Engine V    | \$100                              | \$160                                 | 2*                          |
| <b>WE6</b>   | Wildland<br>Engine VI   | \$100                              | \$160                                 | 2*                          |
| <b>WE7</b>   | Wildland<br>Engine VII  | \$75                               | \$135                                 | 2*                          |

13 *\*For operational purposes and/or for safety reasons some engines may operate with an additional crewmember with the approval*  
14 *of the host agency. For a fully operated apparatus the additional personnel rate is \$30.00/hour and is added to the Fully*  
15 *Operated rate. LGFF personnel resources with no equipment will be billed at \$30.00/hour.*  
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**CLASSIFICATION FOR ENGINES**

**MINIMUM STANDARDS** - The following guide is to aid in the classification of engines. When typing equipment all of the standards must be met to qualify the equipment. Failure to meet any standard places the equipment in a lower type or disqualifies the equipment in its entirety.

| COMPONENTS  | MINIMUM STANDARDS FOR TYPE |                 |                 |                |                |                |                |
|---|----------------------------|-----------------|-----------------|----------------|----------------|----------------|----------------|
|   | 1*                         | 2*              | 3               | 4              | 5              | 6              | 7              |
| Pump Capacity **<br>Gpm @ psi   | 1000+<br>@<br>150          | 500<br>@<br>150 | 150<br>@<br>250 | 50<br>@<br>100 | 50<br>@<br>100 | 50<br>@<br>100 | 10<br>@<br>100 |
| Tank Capacity (Gallons)   |                            |                 |                 |                |                |                |                |
| Minimum   | 400                        | 400             | 500             | 750            | 400            | 150            | 50             |
| Maximum   | None                       | None            | None            | None           | 750            | 400            | 200            |
| Hose, 2½ inches (feet)  | 1,200                      | 1,000           |                 |                |                |                |                |
| Hose, 1½ inch (feet)  | 400                        | 500             | 500             | 300            | 300            | 300            |                |
| Hose, 1 inch (feet)   | -0-                        | -0-             | 500             | 300            | 300            | 300            | 200            |
| Ladder (feet)   | ***48'                     | ***48'          |                 |                |                |                |                |
| Master Stream (GPM)   | 500                        |                 |                 |                |                |                |                |
| Personnel (minimum)   | 4                          | 3               | 3               | 2              | 2              | 2              | 2              |
| <p><i>*Type 1 and 2 Structural Engines must also meet minimum specifications of NFPA for the year in the in which they were manufactured.</i></p> <p><i>**All pumps shall have pressure gauges that meet the minimum pump pressure rating.</i></p> <p><i>***This includes 24' extension ladder, 14' roof ladder and 10' attic ladder for a total of 48'.</i></p> <p><i>****Engines specifically designed for on-road and structure work may not be signed up as a wildland engine</i></p> |                            |                 |                 |                |                |                |                |

**Foam Units:** No compensation will be given for foam units; however, foam used during the incident may be replaced or compensated as part of operating supplies.

**NRCG MINIMUM REQUIRED COMPLEMENTS FOR ENGINES**

- 1
- 2 • 2 nozzles, combination fog/straight stream, 1-inch NPSH female
- 3 • 2 nozzles, combination fog/straight stream, 1½ inch NH female
- 4 • 20 feet, suction hose with strainer or screened foot valve
- 5 • 2 shovels, size 0
- 6 • 2 pulaskis
- 7 • 1 spanner wrench, combination 1 inch to 1½ inches
- 8 • 2 gated wyes, 1½ inches National Hose (NH) threads
- 9 • 4 reducers, 1½ inches NH female to 1-inch National Pipe Straight Hose (NPSH) male
- 10 • 2 adapters 1½ inches NH female to 1½ inches NPSH male
- 11 • 2 adapters 1½ inches NPSH female to 1½ inches NH male
- 12 • 2 increasers 1-inch NPSH female to 1½ inches NH male
- 13 • 2 adapters ¼ turn to 1-inch NPSH (1 female/1 male)
- 14 • 1 double male 1-inch NPSH threads
- 15 • 1 double female 1-inch NPSH threads
- 16 • 1 double male 1½ inches NH threads
- 17 • 1 double female 1½ inches NH threads
- 18 • 1 fire hose clamp
- 19 • 1 5-gallon container for drinking water
- 20 • 1 first aid kit (five person)
- 21 • 1 set of three (3) reflectors
- 22 • 1 fire extinguisher (5BC or better)
- 23 • 1 set of wheel chocks
- 24 • 5 gallons (minimum), fuel to operate pump and engine for 12 hours
- 25 • 1 pump for water fill or have drafting capabilities
- 26 • 2 adapters ¼ turn to 1½ inch NH (1 female/1 male)
- 27 • 300 feet of ¾-inch synthetic garden hose – 50-foot sections
- 28 • 1 reducer 1-inch NPSH to ¾ inch GH
- 29 • 2 Adjustable nozzles ¾ inch
- 30 • 1 Mop up wand ¾ inch receptor for hose
- 31 • 1 Gated wye ¾ inch
- 32 • 5 Inline ball valves ¾ inch

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**Water Tender Rates – ND Local Government Fire Force (LGFF) Equipment**

| <b>Class</b> | <b>Un-operated Hourly rate</b> | <b>Fully Operated Hourly rate</b> | <b>Number of Operators**</b> |
|--------------|--------------------------------|-----------------------------------|------------------------------|
| <b>WT1</b>   | \$130                          | \$200                             | 1**                          |
| <b>WT2</b>   | \$110                          | \$185                             | 1**                          |
| <b>WT3</b>   | \$100                          | \$165                             | 1**                          |

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*\*\*For operational purposes and/or for safety reasons, some tenders may operate with an additional crewmember with the approval of the host agency. For a Fully Operated apparatus, the additional personnel rate is \$30.00/hour and is added to the Fully Operated rate.*

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**WATER TENDER CLASSIFICATION**

| <b>COMPONENTS</b>             | <b>MINIMUM STANDARDS TYPE</b> |      |       |
|-------------------------------|-------------------------------|------|-------|
|                               | 1                             | 2    | 3     |
| Pump Capacity (GPM)           | 300                           | 200  | 200   |
| Tank Capacity (Gallons)       | 4,000 +                       | 2500 | 1,000 |
| Off Load Capacity (GPM)       | 300                           | 200  | 200   |
| Maximum Refill Time (minutes) | 30                            | 20   | 15    |
| Personnel (minimum number)    | 1                             | 1    | 1     |
| Drafting Capability           | Yes                           | Yes  | Yes   |

6

**NRCG MINIMUM REQUIRED COMPLEMENTS FOR WATER TENDERS**

- 1½ inch nozzle, NH-combination; fog/straight stream (Plastic is acceptable)
- 1½ inch NH female to 1-inch NPSH male reducer
- 20 feet suction hose (minimum) with strainer or screened foot valve
- Shovel, size 0
- Pulaski
- Spanner wrench, combination, 1½-2½
- Adjustable hydrant wrench
- 2 adapters, 1½ inches NPSH female to 1½ inches NH male
- 2 adapters, ¼ turn to 1½ inches NH (1 female and 1 male each)
- 2 adapters, 1½ inches NH female to 1½ inches NPSH male
- 2 reducers, 2½ inches NH female to 1½ inches NH male
- 1 double male, 1½ inches NH
- 1 double female, 1½ inches NH
- 1 gated wye, 1½ inches NH
- 1 Forestry hose clamp - 2½ inches
- 1 first aid kit (five person)
- Reflectors (1 set of 3)
- Fire extinguisher (5 BC or better)
- Wheel chocks (meets industry, standards for wheel chocks)
- Fuel to operate pump and engine for 12 hours (minimum 5 gallons)
- 2 each, portable hand lights
- 100 feet of 1½ inches, cotton/synthetic hose, NH thread
- 50 feet of 2½ inches cotton/synthetic hose, NH thread
- Discharge outlets: 2 each 1½ inches NH thread
- Discharge outlet, 1 each 2½ inches NH thread
- Tire Tread Depth equal to DOT Standards

**DOZERS – ND Local Government Fire Force (LGFF) Equipment**

| Class | Flywheel Horsepower | Un-operated Hourly Rate | Fully Operated Hourly Rate |
|-------|---------------------|-------------------------|----------------------------|
| 1     | 200-369             | \$160                   | \$205                      |
| 2     | 100-199             | \$95                    | \$150                      |
| 3     | 60-99               | \$65                    | \$120                      |

**GRADERS – ND Local Government Fire Force (LGFF) Equipment**

| Class | Flywheel Horsepower | Un-operated Hourly Rate | Fully Operated Hourly Rate |
|-------|---------------------|-------------------------|----------------------------|
| G1    | 201+                | \$100                   | \$140                      |
| G2    | 126-200             | \$80                    | \$120                      |
| G3    | <125                | \$60                    | \$100                      |

*Chains not required on machine, but available at next operational period.*

**LGFF Sedans, Passenger Vans, Utility Vehicles, and Pickups**

Use the appropriate daily and mileage rate for the class and size of vehicle from the North Dakota Department of Transportation and supplemental necessary equipment provided by the LGFF. This rate information can be found at <http://www.dot.nd.gov/divisions/fleet/docs/rentrate.pdf>.

For all LGFF vehicles equipped with a fire response package, please add an additional \$25.00 dollars per hour, in addition to the applicable DOT mileage rate.

**Local Government Fire Force Ambulances and Medical Equipment**

This section applies to **LOCAL GOVERNMENT AMBULANCES ONLY**.

**Advanced Life Support (ALS) and Basic Life Support (BLS)**

**NOTE:** Ambulances will be under hire for incident use only and will be required to be available during off-shift hours if needed for emergency transport. Hourly rate will start when requested to respond outside of operational duty hours. 2:1 work/rest guidelines should be maintained.

| TYPE                   | RATE TYPE                  | MINIMUM PERSONNEL       | HOURLY RATES |
|------------------------|----------------------------|-------------------------|--------------|
| <b>Ambulance (ALS)</b> | Fully Operated Hourly Rate | 2 – (1) ALS and (1) BLS | \$150.00     |
| <b>Ambulance (ALS)</b> | Un-operated Rate           | 2 – (1) ALS and (1) BLS | \$100.00     |

| TYPE                       | RATE TYPE                                | MINIMUM PERSONNEL  | HOURLY RATES                             |
|----------------------------|--|--------------------|--|
| <b>Ambulance (BLS)</b>     | Fully Operated Hourly Rate               | (2) BLS            | \$110.00                                 |
| <b>Ambulance (BLS)</b>     | Un-operated Hourly Rate                  | (2) BLS            | \$70.00                                  |
| <b>ALS Chase Unit</b>      | Fully Operated Rate                      | (1) ALS            | \$65.00                                  |
| <b>ALS/BLS Chase Unit</b>  | Un-operated                              | (1) ALS or (1) BLS | \$35.00 plus applicable DOT mileage rate |
| <b>UTV</b>                 | Daily Rate                               |                    | \$250.00 ** Daily Rate                   |
| <b>Extra ALS Personnel</b> | Additional Personnel                     | N/A                | \$35.00                                  |
| <b>Extra BLS Personnel</b> | Additional Personnel                     | N/A                | \$25.00                                  |
| <b>BLS KIT</b>             | Replacement of Disposables               | Un-operated        | Replacement of Disposables               |
| <b>ALS Kit</b>             | Daily Rate + Replacements of Disposables | Un-operated        | \$50/Day + replacement of disposables    |

1 **Equipment:** The resource order must specify whether ordering an ALS or BLS ambulance, or an ALS Chase  
2 Unit. ALS ambulances come equipped with the state requirements for ambulances of that type including a  
3 North Dakota/Nationally Registered Licensed Paramedic, cardiac monitoring equipment, advanced airway  
4 management tools, medications for pain control, cardiac emergencies, and other drugs as required by the  
5 state. BLS ambulances come equipped with the state minimum requirements for BLS ambulances and two  
6 North Dakota/Nationally registered Emergency Medical Technicians.

7 An ALS Chase Unit comes staffed with a North Dakota licensed paramedic with a vehicle equipped with  
8 oxygen, backboard, transport litter, basic bandaging and splinting materials, cardiac monitoring equipment,  
9 advanced airway management tools, medications for pain control, cardiac emergencies, and other drugs as  
10 required by the Administrative Rules of the State of North Dakota. Equipment shall be stored in a manner  
11 that makes it easily transportable by helicopter. The vehicle for the chase unit must be 4x4 capable, must be  
12 equipped with a fire response package and must be able to drive in typical fireline conditions. An UTV may  
13 be ordered with an ALS or BLS Chase Unit.

14 **BLS and ALS Kits:** Kits are provided by the qualified medical personnel who are being hired. A BLS kit  
15 must contain the minimum Basic Equipment Kit items as listed below and must be documented on a resource  
16 order and requested by the incident. Each kit must contain a complement list with the kit contents listed.  
17 For ALS kits, the minimum BLS kit must be provided, in addition to any ALS items directed by medical  
18 control. Any personnel using such kits must be under the direction of their sponsoring medical director per  
19 North Dakota Administrative Rules, North Dakota Codes, and the North Dakota EMS protocols.

20 **EMS Personnel:** Personnel must hold a current North Dakota licensure which will include registration with  
21 the National Registry of Emergency Medical Technicians. Additionally, all line personnel must hold a  
22 minimum of NWCG Firefighter Type 2 (FFT2) qualification, complete the annual Fireline Safety Refresher  
Release Date: May 2023

1 RT-130 and complete the arduous-duty pack test annually. Personnel who are not line-qualified and those  
2 assigned to stay in camp, must be escorted to and from the fireline with a line-qualified person.

3 **Fireline Qualified EMS:** - Personnel who are fireline-qualified and are assigned in one of the fireline  
4 position titles, must be qualified FFT2 or above (see NWCG PMS-310-1 Wildland Fire Qualification System  
5 for position requirements).

6 The training and qualifications above will be documented on an Incident Qualification Card. The incident  
7 qualification card is **NOT USED** to certify an individual as an Emergency Medical Technician but is utilized  
8 to certify that the individual has the above listed minimum fireline qualifications per NWCG PMS-310-1 or  
9 meets the intent of 310-1. EMT qualifications must be documented/certified though the North Dakota  
10 Department of Health.

11 **NOTE** – If LGFF ambulance service is operating outside their normal jurisdiction they must receive medical  
12 direction from qualified individual upon arrival at the incident and are encouraged to contact local hospital(s)  
13 for online medical control and to discuss resource capability.

14 Additional personnel may be ordered at the discretion of the incident managers. Additional personnel will be  
15 necessary for incidents that require coverage for more than 16 hours per day. When ordering ambulances or  
16 chase units, consideration should be made for compliance with the work/rest ratios.

### 17 **MINIMUM BLS KIT CONTENTS**

- 18 • 2 air occlusive dressings
- 19 • 1 blood pressure manometer with adult, extra-large adult, and pediatric cuffs
- 20 • 1 stethoscope
- 21 • 5 dressings (assorted)
- 22 • 2 pairs of exam gloves
- 23 • 1 pair of safety glasses to provide splash protection for the ECP
- 24 • 1 surgical mask
- 25 • 1 oral glucose
- 26 • 1 flashlight
- 27 • 4 soft roller bandages
- 28 • 4 rolls of adhesive tape of assorted sizes
- 29 • 1 pair of heavy leather gloves
- 30 • 1 helmet for personnel that is capable of protection from head injury
- 31 • Paper and pen or pencil
- 32 • 1 pair of scissors
- 33 • 1 nasal oxygen cannula
- 34 • 1 adult and one pediatric oxygen mask
- 35 • 1 portable oxygen system containing at least 200 liters of oxygen with regulator and flowmeter
- 36 • 1 bulb syringe or equivalent suction apparatus
- 37 • 1 mouth to mask resuscitator with one-way valve, oxygen inlet and oxygen connecting tubing
- 38 • 4 oropharyngeal airways of assorted child and adult sizes
- 39 • Four triangular bandages

1 **ALS kits must contain all the above noted items, in addition to those items required by the sponsoring**  
2 **medical director.**

### 3 **Rapid Extraction Module Support (REMS)**

4 REMS is a pre-staged extrication team that provides technical expertise in the use of Low Angle Rope  
5 Rescue Operations (LARRO), High Angle Rope Rescue Operations (HARRO), and advanced terrain  
6 techniques to transport a patient to either a vehicle or aircraft for transport to an appropriate medical facility.  
7 Refer to NRCG Memo #2022-003 located at: [https://gacc.nifc.gov/nrcg/index/REMS-Guidance-](https://gacc.nifc.gov/nrcg/index/REMS-Guidance-Signed.pdf)  
8 [Signed.pdf](https://gacc.nifc.gov/nrcg/index/REMS-Guidance-Signed.pdf)

9 Local government personnel and equipment hired and ordered for a REMS assignment, should be hired  
10 using actual personnel cost and are not to include backfill, and this supplement (Chapter 50) for the  
11 equipment. REMS support vehicles will be billed at BLS/ALS Chase vehicle rate. Necessary extraction  
12 equipment utilized at the incident will be replaced by the incident. Equipment unable to be replaced at the  
13 incident will be given appropriate paperwork for replacement at home to be billed back to the incident.

### 14 **Minimum REMS Configuration**

- 15 • Four Personnel
  - 16 ○ One NWCG FFT1 qualified individual, all others NWCG FFT2 qualified (arduous physical
  - 17 fitness).
  - 18 ○ All trained in Low Angle Rope Rescue Operations.
  - 19 ○ Two trained in High Angle Rope Rescue Operations.
- 20 • A four-wheel drive vehicle capable of carrying the entire module and equipment.
- 21 • May be ordered with UTV.
- 22 • All necessary extraction equipment included.

23  
24 REMS configurations may include medically qualified personnel from Emergency Medical Technician  
25 (EMT) Basic to Paramedic. The intent of REMS, no matter the configuration, is to utilize advanced rope and  
26 rescue techniques to safely extricate a firefighter who was injured or became ill in steep and challenging  
27 terrain.

### 28 **REMS Standard Equipment List**

- 30 • Four-person 4WD truck or equivalent
- 31 • Rope (NFPA 1983 Technical or General Use)
  - 32 ○ 2 each 200'
  - 33 ○ 2 each 300'
  - 34 ○ 2 each 150'
  - 35 ○ Adequate bags for safe transport and storage of rope
- 36 • Equipment (NFPA 1983 Technical or General Use)



- 4 each descent control devices
- 22 each carabineer, auto-locking 4 each small or mini prussic minding pulleys
- 2 each small or mini prussic minding double pulleys
- 1 each gathering plate or ring
- Agency specific equipment (Non-NFPA compliant equipment)
  - 16 each prussic, compatible with rope diameter choice
  - Webbing, 1" width, greater than 17 KN
    - 12 each 20'
    - 8 each 12'
    - 8 each 5'
  - 1 each edge protection kit
  - 1 each hardware bag / pack
  - 5 each pickets
  - 1 each sledgehammer
  - Bicycle pump or fix a flat
  - Tire plugs
  - Adequate packs to contain above listed gear
  - GPS Device
  - Flagging
  - Basic First Aid Kit
  - 4 each Class II or III harnesses
- Patient Extraction Equipment
  - Backboard
  - 1 each multi-piece basket stretcher with hoist pre-rig
  - 1 each Sked or other collapsible litter
  - Litter wheel
  - Knee and lumbar padding
  - Leg splint with fiber tape and trauma shears
  - Patient sleeping bag
  - Patient fire shelter
  - Patient helmet
  - Patient eye protection
  - Patient / Victim harness

## **NORTH DAKOTA NATIONAL GUARD**

All time is kept by the National Guard designated member and will be forwarded to Department of Military Affairs (DMA) according to their rules and regulations. Mark any timekeeping documents clearly as National Guard and include military rank of individual. The DMA will bill NDFS for all federally supported fires. The NDFS then will bill the federal agencies for the support of their fires.

In administrative dealings with National Guard personnel the chain of command should be respected. Disputes or discussions with individual National Guard personnel should include the individual's superior ranking supervisor.

1 Responsibility for payment:

2 If the resources are ordered through DES, the ordering entity is responsible for payment as in the case of a  
 3 local government or sheriff’s office ordering the National Guard for evacuations. If the resource is ordered  
 4 through the fire to assist in Fire Suppression or other duties associated with the fire, the host agency is  
 5 responsible for payment.

6 **STATE-OWNED EQUIPMENT**

7 The NDFS shall be reimbursed for use of state equipment in support of other agency incidents unless the  
 8 master agreement with the cooperating agency states otherwise. The use of the equipment is billed at the  
 9 negotiated rates, except Federal Excess Personal Property (FEPP) should show a use rate of 67 percent of the  
 10 standard rate on use invoices.

11 The EPEST, and Emergency Equipment Use Invoice - OF 286, provide the required documentation on the  
 12 use of NDFS equipment. Originals should be sent home with the operator to the NDFS Bismarck Field  
 13 Office.

14 Other agency state owned equipment (such as the ND Department of Transportation) shall be reimbursed at  
 15 their predetermined rate.

16 **Sedans, Passenger Vans, Utility Vehicles, Pickups, and Stake Side Trucks**

17 Use the appropriate daily and mileage rate for the class and size of vehicle from the North Dakota  
 18 Department of Transportation and supplemental necessary equipment provided by the NDFS. This rate  
 19 information can be found at <http://www.dot.nd.gov/divisions/fleet/docs/rentlrate.pdf>. An additional \$0.25/mile  
 20 will be added for all vehicles equipped with the fire response package.

21 **Trailers and Transports**

22 This category includes all the State-owned trailer units as specified. Refurbishment costs for tools and  
 23 equipment from fire caches shall be paid by using agency under separate billing.

| Equipment   | Un-operated Daily Rate |
|---|------------------------|
| <u>Command trailer, tandem axle</u> – modified for office use | \$100                  |
| <u>12’-14’ covered utility trailer</u>                        | \$50                   |
| <u>6-8’ covered utility trailer</u>                           | \$30                   |

24 **Engines and Water Tenders**

25 North Dakota Forest Service engines will be billed at the following rate:

26 Type 6 engine is \$100.00 per hour in addition to the hourly wage for staff.

27 Type 3 Engine is \$200.00 per hour in addition to the hourly wage for staff.

1 **Crew Carrier**

2 North Dakota Forest Service crew carriers will be billed at a daily rate of \$350.00 per day.

3 **Portable Pumps**

| Class | Un-operated Daily Rate (\$) | Remarks   |
|-------|-----------------------------|---|
| 1     | \$64.00                     | Small low volume/high-pressure portable pumps with intake hose, capable of being transported by one or two people. Pumps in this category are the Mark 26, Mark III and Gorman Rupp, or similar type pumps. |
| 2     | \$37.00                     | Small low-pressure/high-volume portable pump that can be transported by one or two people. These pumps are like a Homelite or Honda trash pump.   |

4 **All-terrain Vehicles**

| Type   | Un-operated Daily Rate |
|--|------------------------|
| UTV Side by Side for 2 or 4 riders                 | \$300                  |
| UTV with fire suppression capacity (tank and pump) | \$700                  |

- 5
- **All riders must wear an approved helmet while operating an ATV or UTV.**

6 **Specialized and Miscellaneous Equipment**7 Chainsaws – Un-operated daily rate \$45.00/day.8 Minimum saw size- 3.75+cubic inch saw. Each sawyer will only be compensated for one chainsaw.  
9 No compensation for backup saws.10 Portable Radios – Bendix/King portable, multi-channel radio, with batteries. Rate is actual cost of  
11 refurbishment (or daily rate of \$15/ea. if not sent in for refurbishment at NDFS determination),  
12 repairs, and batteries.13 Radio Cache – Bendix/King portable, multi-channel radios, with batteries, daily rate \$15/ea. plus  
14 refurbishment fee \$250, plus actual cost of batteries and repairs. (Estimated replacement cost for  
15 portable radios if lost or destroyed is \$1,382/each.)

16 Other Cache equipment will be compensated at regular cache refurbishment

**EXHIBIT NR13****SOUTH DAKOTA****SOUTH DAKOTA WILDLAND FIRE**

South Dakota Wildland Fire (SDWF) has agency resources and cooperators available for all-risk incidents under the authority and provisions in the Cooperative Fire Management Agreement (CFMA). Information provided is from the Statewide Annual Wildfire Action Plan for the Wildland Fire Division. The Action Plan covers information helpful to Incident Management Teams (IMTs) managing fires in South Dakota and instances where South Dakota resources are ordered for out of state assignments. Further information can be found at: [https://gacc.nifc.gov/rmcc/incident\\_busn\\_management.php](https://gacc.nifc.gov/rmcc/incident_busn_management.php)

For additional information, contact Brenda Even, Fire Business Manager in Rapid City, SD at 605-393-8115, FAX: 605-393-8044.