Region 5

Dispatch Guide VIPR DPL, IBPA,

Incident Only/EERA

Equipment and Miscellaneous Resources

2024

Version 1

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Introduction

This guide is intended for the use of dispatchers and expanded support dispatchers in region 5. The guide supplements the California Mobilization Guide and serves as a quick reference. It is not intended to be all-inclusive, just as a reference, for the more-common orders.

Incident contracted equipment falls into two categories:

- Incident Blanket Purchase Agreements (IBPA)/via VIPR or AIMS– Dispatch Priority List (DPL)
- Non-Solicited equipment – Incident Only/Emergency Equipment Rental Agreements

Immediate Need Dispatches

Only operational equipment (Engines, Dozers & Water Tenders) may be ordered immediate need and deviate from the VIPR DPLs. The establishment of an "immediate need" request will be at the sole discretion of the IC. These requests will be placed for contract equipment within the Host Dispatch Zone listed on the priority dispatch list(s) and are determined to be the closest available resources. The Planned Need procedures do not apply to Immediate Need dispatches.

If the resources from the VIPR DPLs are exhausted or equipment cannot meet the immediate need, then the dispatch center may utilize locally available resources not on a VIPR DPL as an exception due to emergency fire conditions that warrant immediate deployment of resources. The Incident Only/EERAs issued in these situations shall be for that incident only. In these instances, equipment hired on an "Incident Only Basis" should be replaced with equipment from the local centers VIPR DPL as soon as practical, especially when additional operational periods are expected and or planned for the needs of the incident.

Planned Need Dispatches

When dispatching Planned-Need Equipment, the Dispatch Center will use the DPLs. During planned-need dispatches, when the available resources within a dispatch zone are exhausted, dispatch centers should utilize neighboring centers priority dispatch lists. This procedure incorporates dispatch centers already established in IROC as neighboring units (See listing in Appendix A). When placing an order through the selection area, a courtesy call should be placed advising the neighboring dispatch center of the order. If the neighboring centers cannot fill the needed resource the order should be placed up to the GACC for normal mobilization procedures.

All equipment should have a VIN#, Serial # or unique ID number noted on the resource order. Before

orders are accepted by any priority dispatch contractor, the specific piece of equipment or person from the priority dispatch list ordered (by VIN, serial number or name) must be able to meet the date and time needed requirements established by the incident. If that specific piece of equipment or person is not available or cannot meet the date and time needed the dispatcher will move on to the next available resource on the DPL. Remember to DOCUMENT in IROC. When dispatches are being made, if the contractor cannot be reached, the dispatcher may proceed with ordering the next resource on the DPL. If a Contractor is not able to be contacted, dispatchers will leave voice messages. If there is no response to these message(s) generally within 10 minutes, that resource will be deemed non-responsive and the next resource on the DPL will be called. Not responding to a call does not remove a Contractor from the DPL. Repeated non-responsiveness may be grounds for other contractual remedies and should be noted to Fire Operations within the VIPR program. Dispatchers must carefully document all of these calls and actions in IROC.

At- Incident Management Support Branch (AIMS)

Forest Service Fires Only identifies a need for Warranted Support.

AIMS Support Workload: Emergency Equipment Rental Agreements (EERA), Land Use Agreements (LUA), Copier Trailers, and Commercial Agreements

Phone: 720-473-4105 (regular and after hours – same number)

Email: SM.FS.WOAIMS@usda.gov

Reassignment of State (HEMs) equipment to Federal (VIPR) resources

When probable reassignment of equipment from state to federal incidents for support, please contact the respective GACC, Fire Operations Program Manager and or Incident Business Personnel as soon as possible. See methodology below for the reassignment process.

Respectfully all resources should not be automatically reassigned. The Host Dispatch Center Priority List MUST be considered as the first priority. The following considerations can help to support this.

1) If the Resource is on a HEM's agreement and has a VIPR agreement on Host Dispatch DPL, the resource can be reassigned.

2) *If a resource is on a HEMS agreement **and** has a current VIPR agreement they can be reassigned if the following has been validated:*

- *The local DPL has been exhausted of that specific resource type.*
- *They can meet the date and time needed.*

3) If the resource is currently assigned under HEM's agreement and doesn't have a VIPR agreement it should be considered for demob.

Example: A Type 2 water tender is currently assigned on the incident under a HEM's agreement, and they also have a VIPR agreement. If the vendor's VIPR agreement is not on the host dispatch DPL, the host Dispatch will first check their DPL for a Type 2 water tender. If no Type 2 water tender is available on the Host Dispatch DPL, then the water tender currently assigned could be reassigned using their VIPR agreement regardless of their respective VIPR DPL dispatch location. Documentation on the new resource

order would show no Host Dispatch equipment was available on their DPL.

National Contracts for 2024

If in need of this information, you may submit an email request to FS-FS AQM ISB.

- Clerical Units (EERA)
- Crew Carrier Buses
- Communication Units
- Fire Retardant
- GIS Trailer
- Helicopter Support Trailer
- Mobile Shower Facilities
- Mobile Food Unit
- Type 2 IA Crews
- Type 2 Crews

Equipment List

ALWAYS check the most recent dispatch priority list.

Dispatch Priority Lists (DPL) website:

https://www.fs.usda.gov/business/incident/dispatch.php?td

Orders for contract equipment from these categories will be placed utilizing VIPR DPLs.

- Buses (Crew)
- Chainsaw Repair Unit
- Clerical Units
- Communication Trailer
- Dozers – Types 1 to 3
- Engines – Types 3 & 6
- Faller Modules (2 fallers)
- Faller, Single
- Fuel Tender
- GIS Units – Types 1 to 2
- Gray Water Trucks – Types 1 to 4
- Helicopter Support Trailers
- Heavy Equipment: Dozers, Excavators, Road Graders, Feller-Bunchers, Masticators, Skidgines and Skidders
- Mechanics w/Service Truck –
- Mobile Laundry Units – Types 1 to 2
- Mobile Sleeper Units
- Potable Water Trucks – Types 1 to 4
- Refrigerated Trailers
- Support Water Tenders – Types 1 to 3
- Trailer Mounted Hand Washing Stations – Type 1 to 2
- Vehicle w/Driver
- Weed Washing Unit

NOTE: CHECK VIPR DPL UPDATES BEFORE ORDERING EQUIPMENT

Agency Representative (AREP)

1. **Considerations to Create Request**

   Type

   - **CCC –** When two or more CCC crews are ordered
     - **Special Needs: for CCC crews**
   - **CDCR –** California Department of Corrections & Rehabilitation, ordered for inmate crews
     - **Special Needs: for CDCR**
   - **Cal Fire –** When Cal Fire assist federal fires
     - **Special Needs: for Cal Fire**

2. **How to Create Request in IROC**

   CATALOG: **Overhead**
   CATEGORY: **Position**
   CATALOG ITEM: **AREP**

3. **From the Pending Request screen, Place Request up, followed by a courtesy phone call to the GACC. Note:** More information can be found in California Mob Guide Chapter 30

Aircraft, Infrared (IAA/ Firewatch 51/ NIROPS)

1. Considerations to Create Request

- See flow chart (Link to Appendix XX)
- IAA – link to user guide and request page https://iaa-nifc.hub.arcgis.com/
- NIROPS- Must have FAMAuth account https://fsapps.nwcg.gov/nirops/oauth2/

Ordering Attributes

- Incident or Unit/ Forest specific
- Heat detection/ Lightning reconnaissance
- Operational Support
- NIROPS

2. How to Create Request in IROC

IF ORDERING FIREWATCH 51:

CATALOG: AIRCRAFT
CATEGORY: FIXED WING

IF ORDERING NIROPS:

CATALOG: AIRCRAFT
CATEGORY: SERVICE

CATALOG ITEM: FWIR – FIXED WING, INFRARED **CATALOG ITEM: SIRF – SERVICE, INFRARED**

3. Ordering Process: Order through IAA or NIROPS portal.

Note:

1. IAA requests are placed through IAA portal link above, some missions will require IROC orders. ACOR or Predictive Services IAA Collection Manager will notify dispatch if resource order is needed for mission.
2. NIROPS requests are placed through portal and will require IROC order.
   Special needs: NIROPS or Firewatch 51 will need to be in special needs, along with incident POC phone number and email for information dissemination.

Aircraft Rescue Firefighting Apparatus – ARFF (Crash Rescue) Incident Only/EERA

1. Considerations to Create Request

Type

- Crash Rescue (Aircraft), Type 1 (3,000+ gals.)
- Crash Rescue (Aircraft), Type 2 (1,500 to 2,999 gals.)
- Crash Rescue (Aircraft), Type 3 (500 to 1,499 gals.)

Ordering Attributes

- None
- Dispatch would first search for agency, then cooperator, and finally vendor
- If it is determined that agency and cooperator resources are not available, that must be documented in IROC.

When only hired vendors are available, the hiring priorities are as follows:

1. Type needed
2. Date and time needed
3. Pricing
4. Location (miles) from their equipment site to the incident.

How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Engine**
CATALOG ITEM:	**ARF1- Aircraft Rescue and Firefighting Vehicle, Type 1**
	ARF2- Aircraft Rescue and Firefighting Vehicle, Type 2
	ARF3 - Aircraft Rescue and Firefighting Vehicle, Type 3

4. Fill with Agreement. Order processes through AIMS or Buying Team
(Ex: Vendor Name last 6 of VIN#)

Note: The dispatcher will contact the appropriate Incident Contracting Officer (CO) and provide the CO with the type of Crash Rescue/ARFF ordered and the Date and Time Needed.

Ordering procedures are as follows:

1. Order is sent to Incident Host Dispatch Center (See VIPR/EERA Guide for additional info tentative

vendor list).

2. Incident Host Dispatch Center will contact the Incident Contracting Officer to initiate the I/O EERA with the vendor
3. CO will provide dispatch with fill information once I/O EERA is initiated
4. Buying Team will provide the Host Dispatch with vendor travel information, and the Host Dispatch will complete the resource order in IROC.

Ambulance (VIPR)

1. Considerations to Create

Request Type

- Ambulance, Type 1
- Ambulance, Type 2
- Ambulance, Type 3
- Ambulance, Type 4
- Ambulance, Type Any

Ordering Attributes

- Ambulance personnel do not automatically come Fireline qualified. If an Incident needs Fireline qualified Medics, EMT's or First Responders then they need to put that on their order, it as an attribute and is not automatic.
- Type 1 - Advance Life Support, Minimum 2 staff (Paramedic and EMT), Transport 2 litter patients, Advance Life Support, Minimum 2 staff (Paramedic and EMT), Transport 2 litter patients, Training and Equipment meets or exceeds standards as addressed by EPA, OSHA, and 12 NFPA 471, 472,473, and 29 CFR 1910, 120 ETA 311 to work in HazMat Level B and specific threat conditions; All immunized in accordance with CDC core adult immunization and specific threat as appropriate.
- • Type 2 - Advance Life Support; Minimum 2 staff (Paramedic and EMT); Transport 2 litter patients, non-HazMat response.
- • Type 3 - Basic Life Support; Minimum 2 staff (2 EMTs or an EMT and First Responder); Transport 2 litter patients; Training and equipment meets or exceeds standards as addressed by EPA, OSHA, and NFPA 471, 472,473, and 29 CFR 1910, 120 ETA 311 to work in HazMat Level B and specific threat conditions; All immunized in accordance with CDC core adult immunization and specific threat as appropriate.
- • Type 4 - Basic Life Support; Minimum 2 personnel (2 EMTs or an EMT and First Responder); Transport 2 litter patients.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Medical**
CATALOG ITEM:	**AMB1- Ambulance, Type 1**
	AMB2- Ambulance, Type 2
	AMB3- Ambulance, Type 3
	AMB4- Ambulance, Type 4
	AMBA- Ambulance, Type Any

3. From Pending Request screen, Place Request Up, followed up with courtesy phone call to GACC.

(Ex: Vendor Name Last 6 of VIN# Resource ID (if exists)

4. Special Requirements

- Medical equipment carried by contracted ambulances must be consistent with their medical direction, protocols, and all laws/requirements specific to the state in which the contractor is providing services while under hire on an incident.
- Advanced Life Support (ALS) Transport Ambulance shall be staffed with at least one Paramedic and one EMT along with the appropriate Advanced Life Saving Equipment.
- Basic Life Support (BLS) Transport Ambulance will be staffed with a minimum of two Emergency Medical Technicians (EMTs) or an EMT and First Responder along with the appropriate Basic Life Saving Equipment.

ATV/UTV AIMS Negotiated I-BPA

1. Considerations to Create

Request Type

- Minimum Vehicle Requirement (MVR) #1 – UTV: All-Purpose Side-by-Side for Personnel and Cargo Transport
- Minimum Vehicle Requirement (MVR) #2 – UTV: Advanced Scout Vehicles
- Minimum Vehicle Requirement (MVR) #3 – ATV: All-Terrain Vehicle, Type 1

Note: UTV/ATV(s) will come with a dedicated trailer, tie-down straps, a hitch/stinger with 2" ball, and one helmet per seat.

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**VATV – Transportation, Vehicle, All Terrain (ATV)**
	VUTV – Transportation, Vehicle, Utility Terrain (UTV)

Note: Special Needs is where the dispatcher will include type of UTV or ATV, any variation to the delivery location reflected in the reporting instructions (two delivery locations), ground resource contact information, etc.

3. Fill with Agreement. Order per process outlined in the "SOG for AIMS Negotiated I-BPA Resources" posted on the AIMS DPL Site

(Ex: Vendor Name – Agreement Number – Last 6 of VIN) (Mannie's Outdoor LLC - AG# 1202RZ22 - 123456)

Note: Separate requests are needed for each ATV/UTV ordered.

Buses

1. Considerations to Create

Request Type

- **Buses, Crew Carriers**
  - (school type buses) appropriate for gravel or mountain roads for short duration travel, typical for transportation of 22–person crews (Resources Item in IROC) (DPL List)
- **Buses, Coach**
  - 40+ passenger with bucket type seating, toilet (Incident Only/EERA)
- **Buses, Shuttle**
  - 16+ passenger does not include 15–passenger vans, appropriate for incident shuttle use (Incident Only/EERA)

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**BUCC- Transportation, Bus, Crew Carrier** **BUSC- Transportation, Bus, Coach** **BUSH- BUSH- Transportation, Bus, Shuttle**

3. Fill from the Pending Request screen – from the "VIPR" tab

(Transportation, Bus Crew Carrier).

(Ex: Vendor Name last 6 of VIN# (or SN if no VIN))

3a. Fill with Agreement. Order processes through AIMS or Buying Team

(Transportation, Bus, Coach, Transportation, Bus, Shuttle)

(Ex: Vendor Name last 6 of VIN# (or SN if no VIN))

Caterers

1. Considerations to Create

Request Type

- Minimum 150 meals and 72 hours

Ordering Attributes

- None

Ordering requirement

- Food Service Request Form – Attach to request in IROC
- If unable to attach for in IROC fax to GACC and call GACC to ensure fax receipt, addressing any further issues/concerns

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Food Service, Mobile**
CATALOG ITEM:	**MFSU- Food Service, Mobile**

3. Place request up and call GACC to confirm receipt of request and food service request – (National Mobile Food Services Contract)

Special Needs: Good address of the location, how many personnel being feed, first meal will be dinner and name of the incident contact person.

Note: Consider ordering a gray water and potable water truck in addition. Notify GACC of tentative release information. Upon demobilization give 15-minute travel.

Caterer T3 (Incident Only/EERA)

1. Considerations to Create

Request Type

- Minimum 49 meals and Maximum 149 meals

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Food Service, Mobile**
CATALOG ITEM:	**MFSU- Food Service, Mobile**

3. Fill with Agreement. Order processes through AIMS or Buying Team

Special Needs: T-3 Caterer, Good address of the location, how many personnel being feed, first meal to be served and name of the incident contact person.

Cellular on Wheels or COWs

1. Considerations to Create Request

Requests for Cellular on Wheels or COWs can be done through Verizon by calling 800-264-6620 and selecting option 7. This will take you directly to the technician for all of California. Make sure to state you need for a Cellular on Wheels to support Emergency Operations Command Post and identify the nearest populated area.

SERT Teams

SERT Teams or Significant Emergency Response Teams can be requested to assist in setting up a Cellular on Wheels or to provide connectivity for a community that has been affected by a burned over cell site. A SERT team can be requested at 800-264-6620 press 1 and stay on the line for a technician.

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Communications**
CATALOG ITEM:	**Service-Cellular Telephone (NON-NFES)**

*Note: In special needs – for COW and SERT Teams

3. Fill with Agreement

(Ex: Vendor Name)

Chainsaw Repair Unit

1. Considerations to Create Request

Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Miscellaneous**
CATALOG ITEM:	**SCHR - Service – Chainsaw Repair**

3. From the Pending Request Screen, Place Request Up, followed by a courtesy phone call to the GACC. (Ex: vendor name)

Chippers

1. Considerations to Create

Request Type

- Type 1 – 18-inch minimum diameter capacity
- Type 2 – 13 to 17-inch diameter capacity
- Type 3 – 9 to 12-inch maximum diameter capacity

Ordering Attributes

- None

Staffing and Personnel Requirements

- 3 Operators Required (For safety, not double shift)
- Annual Fire Refresher Training (must carry certification card)

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**CHP1- Chipper Type 1**
	CHP2- Chipper, Type 2
	CHP3- Chipper, Type 3
	CHPA- Chipper, Type Any
	CHSL-Chipper, Self-Loading

3. Fill from Pending Request screen – fill from "VIPR" tab.

(Ex: Vendor Name last 6 of VIN#)

Clerical Support Unit (Incident Only/EERA)

1. Considerations to Create

Request Type

- None

Ordering Attributes

Internet capability will be listed on the priority dispatch list, and if the incident specifically orders the equipment with this attribute, vendors offering that attribute will be given preference as they appear on the priority dispatch list.

Internet is designed for that unit, if the incident requires services over and above those stated in this specification, an incident only EERA will be initiated by a warranted CO, and no payment will be made for optional internet that may be awarded on this agreement.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**CLSU- Clerical Support Unit**

3. From Pending Request screen, Place Request Up, followed up with courtesy phone call to GACC.
(Ex: Vendor Name Last6VIN/SN or ResourceID)

Communication Trailer

1. Considerations to Create

Request Type

- Type 1 – Includes cost of Internet Capability in the daily rate
- Type 2 – Does not Include Internet Capability in the daily rate

Ordering Attributes

- Internet Capability will be listed on the DPL and if the incident specifically orders the equipment with this attribute, vendors offering that attribute will be given preference as they appear on the priority dispatch list.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**COM1- Communications Unit, Mobile, Type 1** **COM2- Communications Unit, Mobile, Type 2**

3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.

Computers (Incident Only/EERA or National BPA)

1. Considerations to Create

Request Type

- None

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Office Support**
CATALOG ITEM:	**SCMPService, Computer Rental**

Process: Requests will be generated by the host unit dispatch, processing/placing of order will be handled by a government micro-purchase card holder (Local purchaser) or warranted cardholder (Buying Team) when ordering through Smart Source BPA.

Note: Plotters are now available from the caches.
National BPA - All SmartSource orders are required to be placed through the SmartSource Order Portal: https://usda.swoogo.com/Fire. In the rare case the portal is down, please download and email the SmartSource Spreadsheet Order Form to FireSupport@TheSmartSource.com (If California Buying team, single request # for multiple items. Outside of California buying team, must verify process with specific team. May require request number for each item.)

3. Fill with Agreement.

Critical Incident Peer Support Group (CISM)

1. Considerations to Create

Request Type

- None

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Groups**
CATALOG ITEM:	**CIST- Team, Critical Incident Stress**

3. From the Pending Request screen, select Place Request Up, followed up with a courtesy phone call to GACC.

4. Create S# for Clinician

CATALOG:	**Supply**
CATEGORY:	**Service, Miscellaneous**
CATALOG ITEM:	**SMED – Service – Medical**

5. FILL with Agreement. Name provided by CISM Coordinator to requesting unit dispatch.
(Ex: Clinician Name)

Note: All orders for peer support groups, need to be approved by the Forest Supervisor prior to the order being processed. Please note in special needs if rental cars are authorized. Rosters are hosted by the Northern California Coordination Center.

Dozers – (Private) VIPR

1. Considerations to Create

Request Type

- Type 1 – minimum 240 HP and greater and with Minimum base Weight of 60,000 lbs.

- Type 2 – minimum 150-250 HP and with Minimum base Weight of 35,000 lbs.
- Type 3 – minimum 99-165 HP and with Minimum base Weight of 20,000 lbs.
- Type 4 – minimum 50 – 110HP and with Minimum base Weight of 10,000 lbs.

Ordering Attributes

- Single or Double shift
- Grapple
- Rippers
- Low Ground Pressure
- Winch
- 6-way hydraulic blade- vendors offering that attribute will be given preference as they appear on the priority dispatch list

Note: Dozer contractors are required to provide transport, pilot cars, and any required permits under one request number (E#).

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**DZR1 - Dozer, Type 1**
	DZR2 - Dozer, Type 2
	DZR3 - Dozer, Type 3
	DZR4 - Dozer, Type 4

3. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Note: If known, document if the transport is to stay at the incident or be released.

Emergency Medical Technician

1.Consideration to Create Request

Type

- AEMT – Advanced Emergency Medical Technician
- EMTB – Emergency Medical Technician Basic
- EMTF – Emergency Medical Technician, Fireline
- EMTP – Emergency Medical Technician, Paramedic
- EMPF – Paramedic< FIreline

Ordering Attributes

- Any specialized equipment you want them to have to support mission.

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Positions**
CATALOG ITEM:	**AEMT - Advanced Emergency Medical Technician** **EMTB - Emergency Medical Technician Basic** **EMTF - Emergency Medical Technician, Fireline** **EMTP - Emergency Medical Technician, Paramedic** **EMPF – Paramedic, Fireline**

3. **If unable to fill local, Place Request Up, followed by a courtesy phone call to GACC.**
4. **If no fill with agency in California, Request will be Placed Direct in the "XBOX" to the Proper Operational Area.**
5. **When Agency and OES are depleted, From Pending Request screen, Place Request Up, followed up with courtesy phone call to GACC.**
6. **GACC will Fill on the Pending Request screen – use the "VIPR" tab.**
   (Ex: Vendor name and serial number)

Engines

Region 5 has awarded agreements for Type 3 & 6 engines.

1. Considerations to Create

Request Type

- Type 6 – 150-gallon min. (must be 4x4)
- Type 3 – 500-gallon min. – Minimum staff of 3 (total Staffing of 5) if additional staffing request, document in IROC.

Ordering Attributes

- All-Wheel Drive or 4X4
- Compressed Air Foam (CAFS)

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Engine**
CATALOG ITEM:	**ENG3 - Engine, Type 3** **ENG6 – Engine, Type 6**

3. Fill from Pending Request screen – fill from "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Note: *Vendor must provide crew manifest to dispatch***.** Contract engine and crews are excluded from the Neighbor Unit VIPR DPL Process. If the engine or crew list is depleted, place an order to GACC not to neighboring dispatch center.

Excavators (VIPR)

1. Considerations to Create

Request Type

- Type 1 – 160 HP, min operating weight 50,000 lbs.
- Type 2 – 111 HP, min operating weight 30,000 lbs.
- Type 3 – 81 HP, min operating weight 20,000 lbs.
- Type 4 – 60 HP, min operating weight 15,000 lbs.

Ordering Attributes

- Clamshell Bucket
- Up Down Blade or Dozer Blade
- Steep Ground (self-leveling cab – Timco, etc.)

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**EXC1 - Excavator, Type 1**
	EXC2 - Excavator, Type 2
	EXC3 - Excavator, Type 3
	EXC4 - Excavator, Type 4

3. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)
Note: If known, document in IROC if the transport is to stay at an incident or be released.

Expanded Dispatch Module

1. Considerations to Create

Request Type

- None

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Groups**
CATALOG ITEM:	**ECCT – Team, ECC Support (CALIFORNIA ONLY)**

3. From the Pending Request screen, select Place Request Up, followed up with a courtesy phone call to GACC.

Faller, Single – Faller, Module

1. Considerations to Create

Request Type

- Faller, Single (1 faller w/ all equipment and vehicle)
- Module, Faller (2 fallers w/ all equipment and vehicle)

Note: ***Only agency fallers are ordered as FAL1, FAL2, and FAL3.*** It's now suggested when a faller module DPL becomes exhausted, ask the incident if the ordering dispatch center can order single fallers two at a time. The incident can create a module once they arrive at the incident.

Ordering Attributes

- None

Work/Rest

- Companies with multiple fallers on approved rosters may replace fallers on the same request. If rostered personnel are no longer available, new orders will use DPL.

2. How to Create Request in IROC

Faller, Single	
CATALOG:	**Overhead**
CATEGORY:	**Groups**
CATALOG ITEM:	**SFAL – Faller, Single**
Faller Module	
CATALOG:	**Overhead**
CATEGORY:	**Groups**
CATALOG ITEM:	**FMOD – Module, Faller**

Note: Document in IROC names of faller or fallers. When the module unit is exhausted at the host dispatch DPL, It may be helpful asking if single fallers could be ordered two at a time to create a module at the incident.

3. Fill from Pending Request Screen – fill from "VIPR tab.
(Ex: Vendor Name Module ID)

Feller Bunchers (VIPR)

1. Considerations to Create

Request Type

- Type 1 – 226+ HP and min 20" single cut
- Type 2 – 160 to 225 HP

Ordering Attributes

- Specify tracked or rubber tire (wheeled) plus min requirements.
- Cutting Heads:
  - Bar saw
  - Rotating Disc saw (Hot saw)
  - Harvester processing Head
- Cab Leveling

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**FEL1 - Feller Buncher, Type 1**
	FEL2 - Feller Buncher, Type 2

3. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Fuel Tender

1. Considerations to Create

Request Type

- Type 1 – 3501 + gallons
- Type 2 – 2501 to 3500 gallons
- Type 3 – 500 to 2500 gallons

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**FUT1 - Fuel Tender, Type 1**
	FUT2 - Fuel Tender, Type 2
	FUT3 - Fuel Tender, Type 3

3. Fill from Pending Request Screen – query on "VIPR" tab.
(Ex: Vendor Name last 6 of VIN# or ResourceID)

GIS Units

1. Considerations to Create

Request Type

- Type 1 – 4 Computer Workstations, 2 additional workstations – 6 total
- Type 2 – 2 Computer Workstations, 2 additional workstations – 4 total
- Type 3 – 1 Computer Workstation, Workspace to accommodate 5

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**GIS1 - GIS Unit, Type 1**
	GIS2 - GIS Unit, Type 2
	GIS3 - GIS Unit, Type 3

3. From the Pending Request screen, Place Request Up, followed by a courtesy call to GACC.

Gray Water Truck

1. Considerations to Create

Request Type

- Type 1 – 4000 gallons +
- Type 2 – 2500 to 3999 gallons
- Type 3 – 1000 to 2499 gallons
- Type 4 – 400 to 999 gallons

Ordering Attributes

- Truck or Tractor Trailer Combo

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Gray Water Truck**
CATALOG ITEM:	**GWT1 - Gray Water Truck, Type 1**
	GWT2 - Gray Water Truck, Type 2
	GWT3 - Gray Water Truck, Type 3
	GWT4 - Gray Water Truck, Type 4

3. Fill from Pending Request screen – fill from the "VIPR" tab.

(Ex: Vendor Name last 6 of VIN#)

Handwashing Units - Portable (AIMS Negotiated I-BPA Resource)

1. Considerations to Create

Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Sanitation**
CATALOG ITEM:	**SHWS - Service - Handwashing Station (Portable)**

Note: Special Needs is where the dispatcher will include any variation to the delivery location reflected in the reporting instructions (two delivery locations), ground resource contact information, requested servicing schedule (ex. Daily, weekly, on call, etc.)

3. Fill with Agreement-Order per process outlined in the "SOG for AIMS Negotiated I-BPA Resources posted on the AIMS DPL Site

(Ex: Vendor Name – Agreement Number) (Mannie's Potties LLC - AG# 1202RZ22)

Note: Only one request number needed per vendor. Quantity and location of handwashing stations ordered to be documented in IROC.

Handwashing Stations – Trailer Mounted

1. Considerations to Create

Request Type

- Type 1 – 12+ sinks
- Type 2 – 8 to 11 sinks

Ordering Attributes

- Minimum 8 sinks

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**HND1 - Handwashing Station (Trailer Mounted), Type 1**
	HND2 - Handwashing Station (Trailer Mounted), Type 2

Note: In "Special Needs" indicate trailer mounted. Specify the number of sinks requested.

3. Fill from Pending Request screen – fill from the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN# or ResourceID)

Helicopter Operations Support (HOS) Units

1. Considerations to Create

Request Type

- None
- Ordered by specific incident needs – i.e. radios, workstations, etc.

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**HOSU – Helicopter Operations Support Unit**

3. From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.

Incident Base Recycling IBPA (Incident Only/EERA)

1. Considerations to Create

Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Supply**

CATEGORY:	**Service, Sanitation**
CATALOG ITEM:	**SREY -Service Recycling**

3. Fill with Agreement. Order processes through AIMS or Buying Team

(Ex: Vendor Name)

Incident Base Units (Camp in a Box)

1. Considerations to Create

Request Type

- Type 1 (full configuration with 10 trailers)
- Type 2 (reduced configuration with 5 trailers)

Ordering Attributes

- None Closest Available Concept

2. How to Create Request in IROC

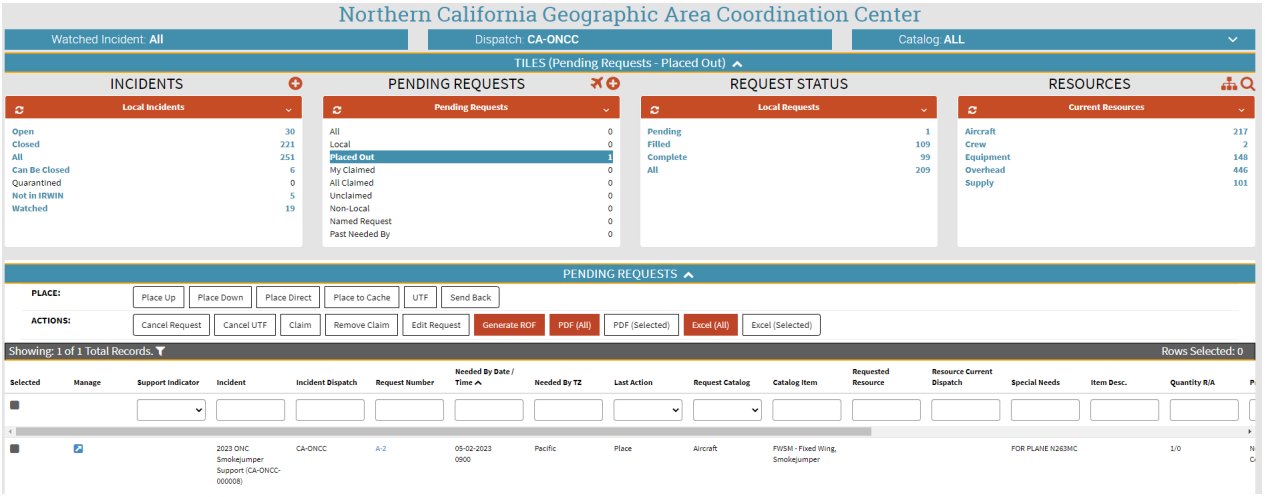
CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**IBU1 - Incident Base Unit, Type 1**
	IBU2 - Incident Base Unit, Type 2

Note: In "Special Needs" add a good physical address of the location for the Incident Base Unit (Camp in a Box) to be delivered.

The request will be placed to the GACC, followed up with a courtesy phone call. The GACC will determine the closest resource (via Google Maps https://www.google.com/maps).

Special Needs: Physical Address

3. From Pending Request screen, Place Request Up, followed up with courtesy phone call to GACC.



Incident Management Teams (IMT)

1. Considerations to Create

Request Type

- Type 1
- Type 2

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Group**
CATALOG ITEM:	**CIMT – Team, Complex Incident Management**
	IMT3 - Team, Type 3
	NIMO - Team, Natl Incident Mgmt. Organization

Note: In "**Special Needs**" include the following statement on all federal team orders.

In-Briefing (Date & Time), Location: _

Rental Car and Agency Vehicle Authorized. CFAA Approved

3. From the Pending Request Screen, Place Request Up, followed by a courtesy phone call to the GACC.

Laundry Units – Mobile

1. Considerations to Create Request

Type

- Type 1 – Minimum production 2500 lbs. per day

- Type 2 – Minimum production 1500 lbs. per day

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**LAU1 - Laundry, Mobile, Type 1**
	LAU2 - Laundry, Mobile, Type 2

3. From the Pending Request screen, Place Request Up, followed by a courtesy call to the GACC.
(Ex: Vendor Name last 6 of VIN# or ResourceID)

Masticator – Boom Mounted or Strip Mulchers/Masticator (Track Mounted) VIPR

1. Considerations to Create Request

Type

Mulcher/Masticator – Boom Mounted

- Type 1 – 160 HP and 50,000 lbs.
- Type 2 – 111 HP and 30,000 lbs.
- Type 3 – 81 HP and 20,000 lbs.
- Type 4 – 60 HP and 15,000 lbs.

Strip Mulchers/Masticators

- Type 1 – 200 to 350 HP
- Type 2 – 100 to 199 HP
- Type 3 – 50 to 99 HP
  Specified tracked or rubber-tire (wheeled) plus min requirements.

Ordering Attributes

- Cab Leveling

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**

CATALOG ITEM:	**MBM1 - Masticator – Boom Mounted, Type 1** **MBM2 - Masticator – Boom Mounted, Type 2** **MBM3 - Masticator - Boom Mounted, Type 3** **MBM4 - Masticator- Boom Mounted, Type 4** **SMM1 –Strip Mulchers/Masticators, Type 1** **SMM2 -Strip Mulchers/Masticators, Type 2** **SMM3 - Strip Mulchers/Masticators, Type 3**

3. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Mechanic w/ Service Truck

1. Considerations to Create Request

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**STMH - Mechanic-Heavy – Type 1** **STML - Mechanic Truck/Auto – Type 2**

Ordering Attributes

- None

Work/Rest

- Companies with multiple mechanics may **NOT** replace mechanics. R&R in place or a new request must be placed using DPL.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**Service Truck w/ Mechanic, Heavy** **Service Truck w/ Mechanic, Light**

4. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Note: Companies with multiple mechanics May NOT choose a different mechanic if their company mechanic listed on the DPL is not available. Dispatch must always use DPL standing per each individual mechanic. <u>This resource is not tracked by a VIN#, but by Mechanic Name.</u>

Medical Support Unit

1. Considerations to Create Request

Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Medical**
CATALOG ITEM:	**MESU- Medical Support Unit**

Note: In "Special Needs" list minimum quals and equipment required

3. Fill with Agreement. Order processes through AIMS or Buying Team

(Ex: Vendor Name)

Mobile Retardant Base

1. Considerations to Create

Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Aircraft**
CATEGORY:	**Service - Aviation**
CATALOG ITEM:	**SMRB - Service – Mobile Retardant Base**

Note: Use Special Needs block to identify type of aircraft utilizing service (i.e. Helicopter, SEAT, LAT, VLAT) and reporting location

3. From the Pending Request Screen, Place Request Up, followed by a courtesy call to the GACC.

Mobile Sleeping (MSU Units)

1. Considerations to Create

Request Type

- **Type 1 –** 40-48 Berths
- **Type 2 –** 21-39 Berths
- **Type 3 –** 4-20 Berths

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**SLP1 - Mobile Sleeper Unit, Type 1**
	SLP2 - Mobile Sleeper Unit, Type 2
	SLP3 - Mobile Sleeper Unit, Type 3

3. From the Pending Request Screen, Place Request Up, followed by a courtesy call to the GACC.
(Ex: Vendor Name last 6 of VIN# or ResourceID)

Name Request

1. **Considerations to Create**

Request Type

- **Non- Cal OES**
  - **Special Needs:** Justification for Name Request, following IROC business practices.

- **Verbiage Example:**
  - **Standard OH NR:**
    - RESOURCE NAME
    - PRIORITY TRAINEE
    - SPECIFIC AGENCY REPRESENTATIVE
    - RESOURCE IS ABLE TO WORK VIRTUALLY FOR THIS ASSINGMENT
    - THIS NR HAS BEEN APPROVED BY SENDING UNITS FOREST DUTY OFFICER AND IS AVAILABLE
    - FAMILIAR WITH LOCAL POLICIES
    - EXPERIANCED WITH LOCAL INCIDENTS GEOGRAPHY, FIRE BEHAVIOR, AND WEATHER PATTERNS
    - FAMILIAR WITH LOCAL FOREST, PARK OR TRIBAL NATURAL RESOURCE THAT ARE AFFECTED BY THE FIRE
    - JOHN DOE MEETS THE REQUIRED SPECIALIZED EXPERIENCE AND SKILLS AS A “THSP”

FOR THIS ASSINGMENT.
        - NAME REQUEST INDIVIDUAL DUE TO THEIR EXPERTISE IN NATIONAL AND REGIONAL MANAGEMENT
        - EXPERIANCED IN IDENTIFYING AND EVALUATING POTENTIAL IMPACTS OF FIRE OPERATIONS ON NATURAL AND CULTURAL RESOURCES.

    - **Agency Representative:**
        - TO SUPPORT FED MISSION, etc.
        - EXPERIANCED WITH LOCAL FOREST COOPERATIVE AGREEMENTS
        - KNOWLEDGE OF FOREST SERVICE POLICIES AND PRODEDURES

    - **Overhead NR request when other resources are closer:**
        - PRIORITY TRAINEE (if applicable)
        - RESOURCE IS ABLE TO WORK VIRTUALLY FOR THIS ASSINGMENT
        - JOHN DOE HAS PRIOR WORK EXPERIENCE ON THIS FOREST
        - FAMILIAR WITH GEOGRAPHY AND FIRE BEHAVIOR
        - EXPERIANCED WITH LOCAL FOREST COOPERATIVE AGREEMENTS
        - KNOWLEDGE OF FOREST SERVICE POLICIES AND PRODEDURES
        - EXPLINATION OF SITUATION SPECIFIC SITUATION REASON

    - **Overhead NR after receiving Multiple UTFs:**
        - PRIORITY TRAINEE
        - NAME REQUEST DUE TO MULTIPLE UTF ORDERS,
        - RESOURCE HAS APPROVAL BY SUPERVISOR FOR THIS REQUEST AND IS AVAILABLE
        - RESOURCE IS ABLE TO WORK VIRTUALLY FOR THIS ASSINGMENT
        - JOHN DOE HAS WORKED ON THIS FOREST BEFORE AND IS VERY FAMILIAR WITH LOCAL POLICIES.

- **Cal OES**
    - **Special Needs:** Justification for Name Request, following IROC business practices. Order must have been shopped and been UTF'd nationally. CFAA approved and justification form faxed to Warning Center.
    - **Financial Code:** CFAA – CA FIRE ASSIST AGR
    - Fax Justification form received from incident to Warning Center. Instruction on Link – Cal OES Name Request Form

2. How to Create Request in IROC

CATALOG: Overhead

Non- Cal OES - From Pending Request screen, Place Request up, followed by a courtesy phone call to the GACC.

Cal OES – In the Pending Request screen, Under Other Resource Tab, place request to your local OES (Xbox) Op. area, followed by a courtesy phone call.

Pack Stringer

1. Considerations to Create Request

Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Positions**
CATALOG ITEM:	**PACK- Packer**

Note: To order a pack string you must contact the representative from the incidents zone; either north or south. (Listed in Pack Stringer- Ordering Guide on Pg. 66) Once availability is determined, personnel will be name requested. Each packer with their truck, trailer, and mules are ordered as an "O" number as PACK. Assistant for each pack string is ordered on a support order, usually as a FFT1 or FFT2, and chosen by the packer. See Pack Stringer Ordering Guide for more information. (Pg. 66)

3. From the Pending Request screen, select Place Request Up, followed up with a courtesy phone call to GACC.

Portable Air Traffic Control Tower (Incident Only/EERA)

1. Considerations to Create Request

- Review FAA WSA Mobile Airport Traffic Control Tower Guidance https://www.nifc.gov/nicc/airspace

1. Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Aircraft**
CATEGORY:	**Service - Aviation**
CATALOG ITEM:	**STMT - Service – Temporary Tower**

Note: The ECC or Air Operations will fill out the Temporary Tower Request Form located at:https://www.nifc.gov/nicc/airspace This form will need to sent to the Buying team or AIMS along with a copy of the resource order. A copy of the Temporary Tower Request will also need to be sent to The GACC ACOR or Acting for notification to the National Airspace Coordinator. The Forest Aviation Officer will contact the local Airport Manager to discuss the following information: Needed Date/Time, Delivery Location, how many Aircraft, Staffing hours and verify a Land Use Agreement is in place or in process with AIMS. **The Buying Team or AIMS will contact the vendor to initiate services, please do not contact the vendors until after an EERA has been awarded. It takes 48 hours lead time prior to needed date/time for order. Expect up to 72 hours for delivery and/or set up**

3. Fill with Agreement. Order processes through AIMS or Buying Team.

(Ex: Vendor Name)

Currently there is 3 vendors identified that can provide Mobile Airport Traffic Control Towers, (TEMP TOWERS) Listed in alphabetical order (Vendor selection will be done by the Contracting Officer. Please do not dispatch a vendor prior to a Contracting Officer award / EERA.):

1) Aegis ATC, LLC – POC Alex Fugate, 541-281-0082 / 541-331-9547, Towers located at: Hayward, CA and Klamath Falls, OR. Email: alexwfugate@gmail.com
2) Fire Dawg Green – POC Julie Quigley, 530-842-4711, Towers located at: Placerville, CA and Yreka California. Email: Julie@firedawg.net
3) Tower Tech, INC – POC Titus Gall, 916-215-3135, Towers located at: Meadow Vista, CA. Email: twrtech@vfr.net

Portable Air Traffic Control Tower (Western Service Agreement)

Considerations to Create Request

- Review FAA WSA Mobile Airport Traffic Control Tower Guidance https://www.nifc.gov/nicc/airspace

1. Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Aircraft**
CATEGORY:	**Service - Aviation**
CATALOG ITEM:	**STMT - Service – Temporary Tower**

3. **Note:** THE FOLLOWING STEPS ILLUSTRATE THE PROPER METHOD OF DEALING WITH A TEMP TOWER UTILIZING THE WSA REIMBURSABLE AGREEMENT.
4. The Local FAO and Dispatch Center will work together on the details. Please ensure that the Airport Manager has provided approval for the use of the Temporary Tower for their airport. The FAO/UOA/AOBD should work with the Airport Manager to obtain approval.

5. Step 1 – The Local Dispatch Center will create an order in IROC for "Service – Temporary Tower". The Local Dispatch Center will then fill out the Temporary Tower Request Form located at: https://www.nifc.gov/nicc/airspace and email Temp Tower Request form to your Geographic Area Coordination center.
6. Step 2 – The Aircraft Desk or Assigned Airspace Coordinator (ASCO) will contact the Regional Operations Center (206) 231-2089 and ask for the Temporary Tower Coordinator. Discuss the following information: Needed Date/Time, Delivery Location, Staffing hours, How many aircraft? IROC Order, and the Temp Tower Request Form.
7. Step 3 – The Temp Tower may take a few days to get into place, but once it does the Geographic Area will fill the request in IROC using "Fill with Agreement".

Potable Water Truck

1. Considerations to Create

Request Type

- Type 1 – 4000 gallons +
- Type 2 – 2500 to 3999 gallons
- Type 3 – 1000 to 2499 gallons
- Type 4 – 400 to 999 gallons

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Potable Water Truck**
CATALOG ITEM:	**POT1 - Potable Water Truck – Type 1**
	POT2 - Potable Water Truck – Type 2
	POT3 - Potable Water Truck – Type 3
	POT4 - Potable Water Truck – Type 4
	POTA – Potable Water Truck – Type Any

3. Fill on the Pending Request screen – use the "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Radio Kits

1. Considerations to Create

Request Type

- None

Ordering Attributes

- See specific kits

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**NFES Supplies**
CATALOG ITEM:	**[query for specific kit]**

- Add pertinent information to the "Navigation/Reporting Instructions" field.
- In "Special Needs," **ADD** – Deliver to address, Bill to address, name and phone number of the contact person picking up radio kits
- Follow-up ETA in IROC and be sure the kits will be picked up by someone.
- Select Default Finance Code

3. Place a request to GACC.

Rapid Extraction Support Module (REMS)

1. Considerations to Create

Request Type

- None

2. How to Create Request in IROC

CATALOG:	**Overhead**
CATEGORY:	**Groups**
CATALOG ITEM:	**REMS - Module, Rapid Extraction Support (GACC ONLY)**

Note: **Request can be processed through OES system before going to AIMS or Buying team.**

3. Fill with Agreement. Order processes through AIMS or Buying Team

Special Needs: Reference REMS identification in FIRESCOPE ICS – 223-12

Reconnaissance Aircraft

1. **Considerations to Create**

    - Is an EU Platform available? Do you need a CWN?

- **Request Type**

    - None

Ordering Attributes

- Radio packages
- Twin engine
- High wing

2. How to Create Request in IROC

CATALOG:	**Aircraft**
CATEGORY:	**Fixed Wing**
CATALOG ITEM:	**FWRE – Fixed Wing, Reconnaissance**

1. **From Pending Request Screen, Place Request Up, followed by a courtesy phone call to GACC.**

Note: In "Special Needs", indicate specific of the request example: single engine, twin engine, high wing, Low wing, POC phone number.

Refrigerated Trailer Unit

1. Considerations to Create

Request Type

- Type 1 – >43 ft.
- Type 2 – 29 to 43 ft.
- Type 3 – 20 to 29 ft.

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Trailer**
CATALOG ITEM:	**REF1 - Trailer, Refrigerated, Type 1**
	REF2 - Trailer, Refrigerated, Type 2
	REF3 - Trailer, Refrigerated, Type 3
	REFA – Trailer, Refrigerated, Type Any

Note: In "Special Needs" on the "New Request" screen, indicate Type 1, 2, or 3.

3. From Pending Request Screen, Place Request Up, followed by Courtesy Call to GACC.
(Ex: Vendor Name last 6 of VIN# (or SN if no VIN)

Rental Vehicles (NERV process)

Follow instructions for Pacific Southwest Region NERV ordering process. See Contract agreement.

1. Considerations to Create

Request Type

- Compact Car/Sedan

- Minivan
- Pickups:
    - ¾ and 1 Ton Pickup Truck - Heavy **Duty Pickup (with HD tires)**
- Large Cargo Vehicles:
    - Cargo Van - Heavy Duty Cargo Van - Stake Bed Truck (> 20 ft.)
    - Large Stake Bed Truck (<20 ft.) - Box Truck & Cutaway Truck (>20 ft.)
    - Large Box Truck (<20 ft.)

2. How to Create Request in IROC for Ground Support Vehicles using NERV.

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**Transportation, Pickup, Type Any PUPA** **Transportation, Vehicle, Automobile AUTO** **Transportation, Stakeside, Type Any STKA** **Transportation, Van, Box VANB** **Transportation, Van, Passenger VANP** **Transportation, Vehicle, Sport Utility, Large SUVL** **Transportation, Vehicle, Sport Utility Small SUVS**

Note: In "Special Needs" on the "New Request" screen, indicate specific of the request
example: heavy duty pick up.

3. Fill with agreement.
(EX: NERV Pickup License plate #)

Note: When filling requests for non-ground support vehicles (i.e. Overhead & Crews) the vehicle information will be documented in the documentation on the Resource Order as **NERV – Vehicle Type – License plate #.**

Link - **NERV Website**

Road Graders (VIPR)

1. Considerations to Create

Request Type

- Type 1 – 165 + HP
- Type 2 – 120 to 164 HP
  12ft moldboard
  minimum

Ordering Attributes

- 14 ft moldboard
- 4 wheel or all-wheel drive
- Rippers

2. How to Create Request in IROC

CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**Equipment**
	GRD1 - Road Grader, Type 1
	GRD2 - Road Grader, Type 2
	GRDA - Road Grader, TYPE ANY

3. Fill on the Pending Request screen – use the "VIPR" tab.

(Ex: Vendor Name last 6 of VIN#)

Satellite Internet Service (EERA – Commercial Item)

1. Considerations to Create

Request Type

- None

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Communication**
CATELOG ITEM:	**SDAT Service, – Data Line (NON-NFES)**

Note: Process for ordering satellite services will be through AQM Incident Procurement or Buying Team.

Showers

1. Considerations to Create

Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Shower, mobile**
CATALOG ITEM:	**MSFU - Shower, mobile**

Note: In special needs, estimate the number of persons and duration at the peak of the incident, a good location address, and incident name and phone number for the contact person.

1. **Place request up and alert GACC – Attach "Mobile Food and Shower Service Request" form to the request.**

Note: Notify the GACC with tentative release information. Upon demobilization, give 15 minutes of travel.

Skidder (VIPR)

1. Considerations to Create

Request Type

- Type 1 – 176 + HP
- Type 2 – 100 to 175 HP
- Type 3 – 60 to 99 HP
  Can be ordered with different grapple configurations or winch line plus min requirements.

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**SKD1 - Skidder, Type 1**
	SKD2 - Skidder, Type 2
	SKD3 - Skidder, Type 3
	SKDA - Skidder, Type Any

3. Fill on the Pending Request screen – use the "VIPR" tab.

(Ex: Vendor Name last 6 of VIN#)

Skidgine

1. Considerations to Create

Request Type

- Type 1 • Type 1 - 1200+ gallons
- Type 2 - 800 – 1199 gallons
- Type 3 - 400-799 gallons
- Type 4 – 200-399 gallon

Ordering Attributes

- Detachable Tank with Grapple
- NOTES: This attribute will be listed on the dispatch priority list and if the incident specifically orders the

equipment with this attribute, vendors offering that attribute will be given preference as they appear on the dispatch priority list.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Heavy Equipment**
CATALOG ITEM:	**SKG1 - Skidgine, Type 1** **SKG2 - Skidgine, Type 2** **SKG3 - Skidgine, Type 3** **SKG4 - Skidgine, Type 4** **SKGA - Skidgine, Type Any** **SKGS –Skidgine, Soft track**

3. From Pending Request Screen, Place Request Up, followed by Courtesy Call to GACC.

Smokejumpers

1. Considerations to Create

Request Type

- Smokejumpers IA load
- Para-cargo

Ordering Attributes

- NOTES:

2.How to Create Request in IROC

FOR INITIAL ATTACK		**FOR PARA-CARGO**	
CATALOG:	**Aircraft**	**CATALOG:**	**AIRCRAFT**
CATEGORY:	**Aircraft Group**	**CATEGORY:**	**FIXED WING**
CATALOG ITEM:	**SMIA- Load, Smokejumper, IA**	**CATALOG ITEM:**	**FIXED WING, CARGO**

Special needs: For Para-Cargo, enter POC on the fire, drop spot (lat. X long.) andlist the cargo needed.

3. From Pending Request Screen, Place Request Up, followed by Courtesy Call to GACC.

Tents and Canopies (EERA – Commercial Item)

1. Considerations to Create

Request Type

- Type 1 – Canopy w/o sidewalls (40x40, 40x60,40x80)
- Type 2 – Canopy w/o sidewalls (20x40, 20x60)
- Type 3 – Tent (500-700 sq. ft.), which also includes a cooling unit
- Type 4 – Tent (200-500 sq. ft.), which also includes a cooling unit

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**TNT1 Tent, Type 1**
	TNT2 - Tent, Type 2
	TNT3 - Tent, Type 3
	TNT4 - Tent, Type 4
	TNTA - Tent, Type Any

Note: The Caches stock tents/shelters that may support type 3 or 4 tent specifications. Tents/Shelters ordered from the Cache are ordered by NFES number as an "S' number.

3. Fill with Agreement. Order processes through AIMS or Buying Team

(Ex: Vendor Name last 6 of VIN# or Resource ID)

Note: Tents need to be ordered independently and show individual E# for each tent on the resource order.

Tent Cooling (Cooling unit adequate to maintain a temperature 15 degrees less than the outdoor temperature)

- Cooling Unit is optional for Type 1 & 2 Tents (D.2.1.1(7))
- Cooling Unit is required for Type 3 & 4 Tents (D.2.1.2(6))
  Note: *Type 3 & 4 Tent Vendors may bring whatever unit(s) (evaporative cooler, air conditioning unit, etc.) needed to meet the minimum cooling requirement*

Tent Optional Equipment

Optional Equipment is NOT incorporated into tent agreements. Tent orders shall not include optional equipment (i.e., generators, cooling units, or ADA Tents) on any of the tent resource order documentation.

The optional equipment listed below will be ordered separately from Tent orders and will require a separate request number:

1. Generator, with a decibel rating no greater than 68 at 50 feet.
2. ADA Accessible Tent
3. Cooling
    - Example: The incident calls requesting expanded to order one (1) Type 2 Canopy (20x60) with an AC unit and three (3) Type 4 Tents all with AC units due to high temperatures. Expanded will generate one "E#" for the Type 2 Canopy (Tent), three separate "E#" for the AC unit and three separate "E#" for the three (3) Type 4 Tents. All tent orders will be filled using the appropriate DPLs. The AC Unit for the Type 4 tents may be filled by the Buying Team or the Incident Contracting Officer. The dispatcher filling AC order can ask the tent vendor if they have an AC unit available and relay that information to the Buying Team or the Incident Contracting Officer as a source for possible Incident Only EERA. If the Government is unable to come to terms with the respective tent vendor, the Government reserves the right to utilize other means to procure the optional equipment (e.g. Buying Team commercial rental).
    - *Consider contacting the Fire Cache. Tents may be available that meet the Type 4 specifications.

Toilets - Portable (AIMS Negotiated I-BPA Resource)

1. Considerations to Create

Request Type

- Regular Portable Toilets
- Accessible Toilets

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Supply**
CATEGORY:	**Service, Sanitation**
CATALOG ITEM:	**SPPT - Service - Porta Potties**

Note: In "Special Needs" on the "New Request" screen indicate Regular or Accessible. No servicing is included in the daily rate. Logistics sets the schedule and number of services per day. **Only one request number needed per Toilet Vendor for each type of Toilet (i.e. Regular or Accessible).** Quantity and location of toilets ordered to be documented in IROC.

3. **Fill with Agreement. Order per process outlined in the "SOG for AIMS Negotiated I-BPA Resources posted on the AIMS DPL Site**

(Ex: Vendor Name – Agreement Number) (Mannie's Potties LLC - AG# 1202RZ22)

Note: When releasing document quantity and location in IROC

Tractors – Cache (Incident Only/EERA)

1. Considerations to Create

Request Type

- Tractor only
- Tractor w/ one trailer
- Tractor w/ 2 trailers

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**TRAC - Transportation, Tractor**
	TRAT - Transportation, Tractor/Trailer

3. Fill with agreement.

(Ex: Vendor Name last 6 of VIN# (or SN if no VIN)

Transport, Lowboy (Stand Alone) EERA – Commercial Agreement

1. Considerations to Create

Request Type

- Type 1 – >70,000 lbs.
- Type 2 – 35,000 – 69,999 lbs.
- Type 3 – <35,000 lbs.

Ordering Attributes

- None

Note: Must have Carrier and Cargo Insurance

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**LOW1 - Transportation, Lowboy, Type 1**

LOW2 - Transportation, Lowboy, Type 2
LOW3 - Transportation, Lowboy, Type 3

Note: Is for a single transport only; dozers come with their own transportation under DPL.

3. Fill with Agreement. Order processes through AIMS or Buying Team
(Ex: Vendor Name last 6 of VIN# (or SN in no VIN)

Trailer, Mobile Office (AIMS)

1. Considerations to Create

Request Type

- None

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Trailer**
CATALOG ITEM:	**OFFT – Mobile Office**

3. Fill with Agreement. Order processes through AIMS or Buying Team
(Ex: Vendor Name last 6 of VIN# (or SN if no VIN)

Unmanned Aerial Systems

1. Considerations to Create Requests

- All UAS will now be ordered as Aircraft A#s and rostered with appropriate personnel
- **Important**: UAS Orders should be coordinated with the Regional UAS Specialist or Agency Representative for efficiency. See the Regional Contacts page for more information.

Type

- Type 1 – Fixed wing- CWN-Endurance 6-14Hr-Max range-50Miles
- Type 2 – Fixed wing –CWN-Endurance 1-6 Hr.-Max range-25Miles
- Type 3 – Rotor wing –Endurance-20-60min. Aerial Ignitions Capable-Max Range 5Miles
- Type 4- Rotor Wing-Endurance-Up to 30min.-Max Range 2Miles

Ordering Attributes

- IR/Mapping/SA
- Aerial Ignitions
- CWN Type 1,2

Note: Special Needs for UAS IR/Mapping/SA

- Specify Type 3 or 4 with desired capabilities. Example: *Need Type 3 UAS with EO and IR capabilities*.
- Other small UAS, sensors, support equipment, cell phone, tablets, televisions, laptops authorized
- Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.

Special Needs for UAS Aerial Ignitions

- Type 3 with Aerial Ignition PSD Machine and IR/EO Camera Sensor
- Other small UAS, sensors, support equipment, cell phone, tablets, televisions, laptops authorized
- Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.

Special Needs for CWN Type 1,2

- Cell phone, tablets, laptops authorized.
- Large SUV/Pickup Truck, off road capable rental vehicle or NERV large SUV/Pickup Truck (emergency operations only), off road capable vehicle authorized.
- Trainees authorized

2. How to Create Request in IROC

CATALOG:	**Aircraft**
CATEGORY:	**Unmanned Aircraft**
CATALOG ITEM:	**UAF1-Fixed Wing T1**
	UAF2-Fixed Wing T2
	UAR3-Rotor Wing T3
	UAR4-Rotor Wing T4
	Hyperlinks (UAS)

-
- **UAS Ordering | Interagency UAS Program (nifc.gov)**
- **Forest Service Standards for UAS Operations 07012020.pdf (usda.gov)**
- **Home | Interagency UAS Program (nifc.gov)**
- **NWCG Standards for Fire Unmanned Aircraft Systems Operations, PMS 515 | NWCG**

Vehicle with Driver (VIPR)

1. Considerations to Create Request

Type

- **Pickup, Type 1 – GVWR of 8,501 lbs. to 19,500lbs, minimum 72-inch bed length,**
- **Max bed length 12'**
- **Pickup, Type 2 – GVWR of 6,001 to 8,500 lbs., minimum 66-inch bed length**
- **Pickup, Type 3 – GVWR up to 6,000 lbs., minimum 60-inch bed length**
- **Pickup, Type Any**
- **Stake side, Type 1 – GVWR 14,001 lbs. to 26,000 lbs, specify if the truck has dump/tilt box OR liftgate**

- **Stake side, Type 2 – GVWR 10,001lbs. to 14,000lbs., specify if the truck has dump/tilt box OR liftgate**
- **Stakeside, Type Any**
- **Van, Box, or Passenger**

Liftgate Ordering Attributes

- All vehicles – 4WD/AWD
- Stakeside Trucks
- Dump/Tilt Box
- Lift Gate

Note: Towing is no longer allowed under this solicitation. The full bed of the truck shall be available for incident use. Modifications to vehicles such as lift kits, aftermarket exhaust (i.e., glass packs), and other such modifications that would compromise the integrity of the vehicle may not be accepted. If safety is not compromised, it would be up to the incident personnel to determine if the equipment meets the needs of the incident.

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Transportation**
CATALOG ITEM:	**AUTO - Transportation, Vehicle, Automobile**
	PUP1 - Transportation, Pickup, Type 1
	PUP2 – Transportation, Pickup, Type 2
	PUP3 – Transportation, Pickup, Type 3
	PUPA – Transportation, Pickup, Type Any
	SUVL - Transportation, Vehicle, Sport Utility, Large (SUV)
	STK1 – Transportation, Stakeside, Type 1
	STK2 – Transportation, Stakeside, Type 2
	STKA – Transportation, Stakeside, Type Any
	VANB - Transportation, Van, Box
	VANP – Transportation, Van, Passenger

3. Fill with agreement.
(Ex: Vendor Name Vehicle Model License#)

Water Tender - Support

Considerations to Create

Request Type

- Type 1 – 4000 gallons +
- Type 2 – 2500 to 3999 gallons
- Type 3 – 1000 to 2499 gallons

Ordering Attributes

- All-Wheel Drive or 4X4

Note: Special Needs, Staffing, Single Shift, Double Shift

How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Tender, Water (Support)**
CATALOG ITEM:	**WTS1 - Tender, Water (Support), Type 1** **WTS2 - Tender, Water (Support), Type 2** **WTS3 Tender, Water (Support), Type 3** **WTSA - Tender, Water (Support), Type Any**

Fill on pending screen – use "VIPR" tab.
(Ex: Vendor Name last 6 of VIN#)

Weed Washers

1. Considerations to Create

Request Type

- Type 1 – Self-contained with recycled water system and underbody wash system

Ordering Attributes

- None

2. How to Create Request in IROC

CATALOG:	**Equipment**
CATEGORY:	**Miscellaneous**
CATALOG ITEM:	**WEED - Weed Washing Unit**

3. Fill on pending screen – use "VIPR" tab.

(Ex: Vendor Name last 6 of VIN# (or SN in no VIN)

Neighboring Units for VIPR DPLs in IROC

Below is a list of the forests and their recommended neighbors for accessing VIPR DPLs when their DPLs are exhausted. If these neighboring lists are exhausted due to activity, an order should be placed to the GACC. Contract Engine and Crews are excluded from the Neighbor Unit VIPR DPL Process. ***If the Engine or Crew list is depleted, place the order to GACC, not to Neighboring Dispatch Center.***

MNF – SRF, SHF, PNF, ENF, TNF

SRF – KNF, SHF, MNF, MDF

KNF – SRF, SHF, MDF, LNF, MNF

SHF – SRF, KNF, LNF, MDF, MNF, PNF

MDF – SHF, KNF, LNF, SRF

LNF – MDF, SHF, PNF, KNF

PNF – LNF, TNF, SHF, MNF, ENF

TNF – PNF, ENF, MNF, SHF, STF

ENF – TNF, STF, MNF, INF, PNF

STF – ENF, SNF, LPF, INF, SQF

SNF – STF, SQF, LPF, INF, ANF

SQF – SNF, LPF, BDF, INF, ANF

INF – SQF, BDF, ENF, SNF, STF, ANF

LPF – ANF, SQF, SNF, STF

BDF – ANF, CNF, LPF, INF, SQF

ANF – BDF, CNF, LPF, SQF, SNF, INF

CNF – ANF, BDF, LPF, INF, SQF

With new national VIPR direction, it is no longer acceptable to give your neighbor's access to equipment on your VIPR Dispatch Priority List (DPL) directly. As a solution to the issue, the GACCs will designate selection areas for DPL equipment in IROC for each dispatch center and their neighbors. If a DPL at the incident dispatch center becomes exhausted, the incident dispatch center can place an order in IROC directly to one of its dispatching neighbors. The neighboring dispatch will then shop their DPL. If they have also exhausted their DPL; they will UTF the order back to the incident (requesting) dispatch center. When this occurs, the incident dispatch center can place the request directly to the next neighbor on their list. After the incident dispatch center has exhausted their Neighbor's DPL, they will place the order to the GACC and the GACC will place the order to any remaining forest

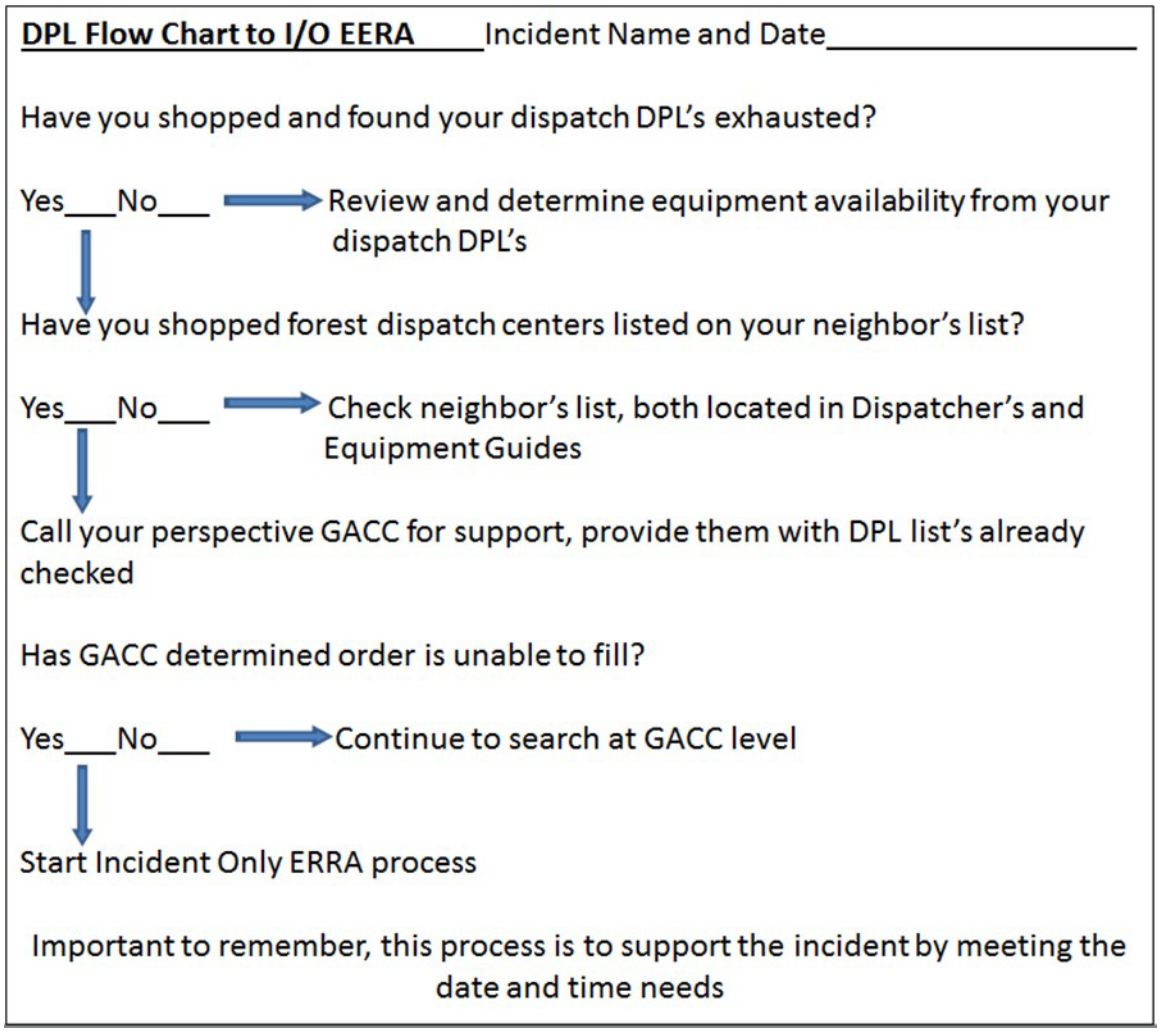
that has not been contacted by the Incident Host Dispatch Center. For consistency of documentation, dispatchers will be required to place the actual order to their neighbor for documentation purpose, just documenting a phone call to the neighbor, which states that the neighboring forest does not have the requested resource available without placing the order through the selection area will not meet an acceptable level of documentation.

Example

1. CNF has a request for a DPL Support Water Tender. CNF will first exhaust their list of DPL Support Water Tenders. CNF can then shop ANF, BDF, LPF, INF, and SQF for DPL Support Water Tender.
2. CNF will place the order through their selection area to the closest neighbor. For this example, CNF places the order to BDF.
3. BDF would then shop their DPL for Support Water Tenders. After BDF has exhausted their list, they would UTF the order back to CNF.
4. CNF would then place the order to the next neighbor on their list until the order is filled or their neighbors have exhausted their lists and have UTF it back to BDF. The recorded of UTFs will serve as documentation of which DPL was shopped for this request. Additional IROC "Documentation" or hard copy documentation will still need to be maintained to document communication with vendors on the DPL lists.
5. After CNF exhausts their neighbors' list, they would place the request to the GACC, and the GACC would place it to the next forest using the closest resource concept.

Most importantly, during your vendor contacts, if a vendor has indicated they have no equipment available, instruct the vendor to call dispatch to status themselves as available, when they become available. Remember to document this conversation/ vendor instructions. Suggestion: When the initial equipment orders start, the DPL lists can be printed out and used for your documentation of vendor calls and equipment status

Below is a DPL flow chart to support decisions for Incident Only EERA process



AIMS Incident Response

AIMS STAFFING & COVERAGE AT NATIONAL PREPAREDNESS LEVEL

PL 3 and above AIMS Staffing Coverage

- Operational hours 0700-1900 PT
- Staffed 7 days a week

PL 2 AIMS Staffing Coverage

- Operational hours 0700-1900 PT Mon-Fri
- Duty Officer is monitoring phone and email.
- Staff is on 1 hour call back outside of operational hours.
- Weekend, and holidays requested 72 hours in advance.
- ***Call when orders are submitted***

PL 1 AIMS Staffing Coverage

- Operational Hours Mon-Fri, 0730-1600PT.
- Duty Officer is monitoring phone.
- Staff is on 1 hour call back outside of operational hours.
- Weekend, and holidays requested 72 hours in advance.
- Extended weekday hours requested 72 hours in advance
- ***Call when orders are submitted***

PRIORITIZATION OF WORKLOAD

Category Priority:

1. Sanitation services (Toilets, handwash, dumpster)
2. LUAs for ICP locations
3. Critical Supplies over the Micro- Purchase threshold: Examples: Meals Ice, & Hydration
4. EERA/LUAs
5. Supplies over the Micro-purchase threshold

Incident Type Priority:

1. Initial Attack
2. Extended Attack

NOTE: If conflict occurs it will be left to the CO's discretion.

INCIDENT UNIT RESPONSIBILITIES

- Processing of OF286 invoices for EERAs and LUAs
- Submitting Payment Packages for EERAs and LUAs
- Providing documentation to COs for credit card purchases
- Coordinate with CO for commercial agreement equipment pickup and closeout
- Coordinating with vendors on release/ pickup of EERA and LUA resources only

FILE NAMING STRUCTURE

Doc Type	Naming Convention:	Example:
EERA	EERA_Vendor_AGMTNo_RO_ACC_IncidentName	EERA_MountainSky_1202RZ241K5016_E35_GBCC_Moose
LUA	LUA_Vendor_AGMTNo_RO_GACC_IncidentName	LUA_SunriseSchool_1202RZ24K4003_S15_GBCC_Moose
Comm. Agmt.	COMM_Vendor_AGMTNo_RO_GACC_IncidentName	COMM_FlareFlash_1202RZ24K6321_E92_GBCC_Moose
Modification	TYPE_Vendor_AGMTMNo_RO_GACC_IncidentName	EERA_MountainSky_1202RZ24K5016M001_E35_GBCC_Moose

At- Incident Management Support Branch (AIMS)

Process & Workflows

Dispatch

- Forest Service Primary Jurisdictional Incidents only
- Identifies need for **warranted** procurement support for the following:
  - ALL Requests for Clerical Support Units, Tent Systems, REMS & Medical Trailers, even when a Buying Team is assigned should go to AIMS inbox
  - EERA, LUA or Commercial Agreement when no Buying Team in assigned

Engage AIMS

- Contact AIMS for support (PL1 & 2 Call DO Phone: 720-473-4105)
- Email Resource Order (RO) & Gen Message to AIMS Inbox: sm.fs.woaims@usda.gov
- *NOTE: No orders will be assigned for action until AIMS has received a RO*

AIMS Assign

- Orders will be assigned in AIMS Tracker during operational hours
- Check AIMS Tracker for Status, Updates & Notes

AIMS Execute

- AIMS Staff negotiate & execute agreements. Timeframes start for orders when order is assigned in AIMS Tracker
- AIMS Staff will update order in AIMS Tracker with status and notes as procurement evolves & attach the fully executed agreement package in the AIMS Tracker
- See Page 2 for AIMS Staffing Coverage and File Naming Structure

Fill Info & Docs

- Dispatch can download documentation from the AIMS Tracker for needed fill information
- **Incident Personnel can download all required documents from the AIMS Tracker**
- **Please do not make any edits or changes to the AIMS Tracker. All changes required should be coordinated with AIMS Staff**

Transition

- AIMS Duty Officer will need to be notified of any incoming Buying Team & any assigned INBA.
- Coordination efforts should be made with AIMS by Dispatch and Incident Business Personnel to ensure no orders are duplicated or missed.

Helpful Information:

LUAs: Submitting a RO to AIMS immediately once you know there is going to be an LUA request can help mitigate risks to Unauthorized Commitments (UAC). Notifying AIMS Staff with the RO and then working to gather information for the LUA Intake form is acceptable and appreciated.

Program Support Requests: season long requests will need to be procured through the local FPO Contracting Service Area and processed through the IAS Contracting System with a Requisition.

Pre-Season Requests: To establish a BPA for incident use of facilities or land, please submit a requirements package and requisition according to the AIMS Customer Guide.

AIMS Tracker & How-To

AIMS TRACKER & HOW TO's

Access: Anyone with a FireNet Account can view

NAMED ACCOUNT VIEW STATUS/ INFORMATION

Log into FireNet using portal.office.com

At the main screen search "AIMS Tracker 2024" per Figure 1 & Select the SharePoint from the top of the list

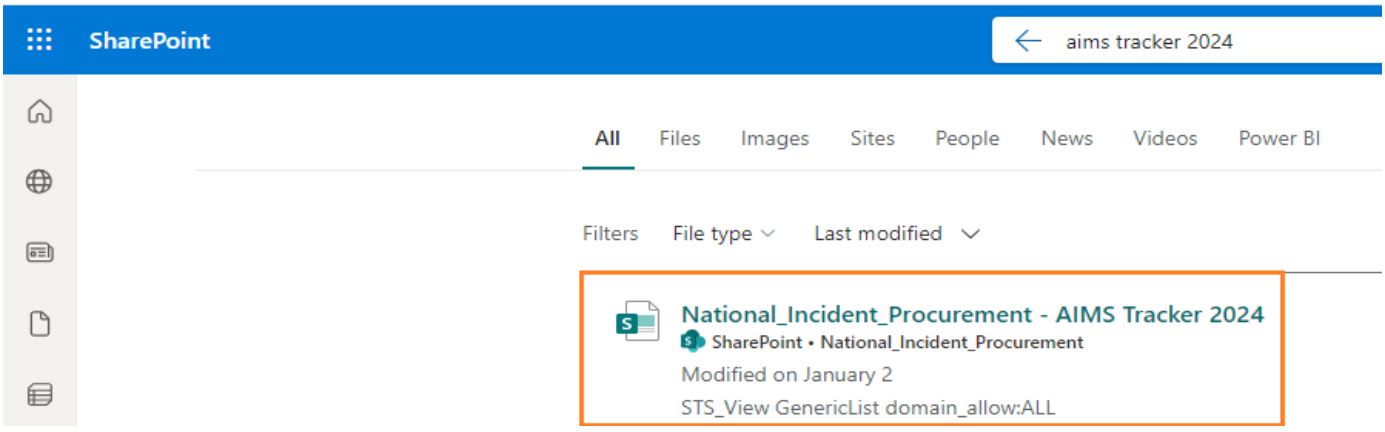
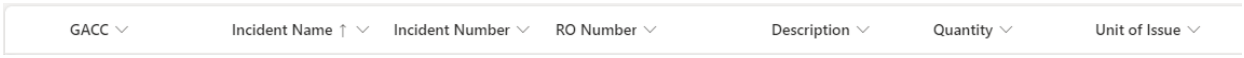


Figure 1

Window in Figure 2 will populate.

Figure 2

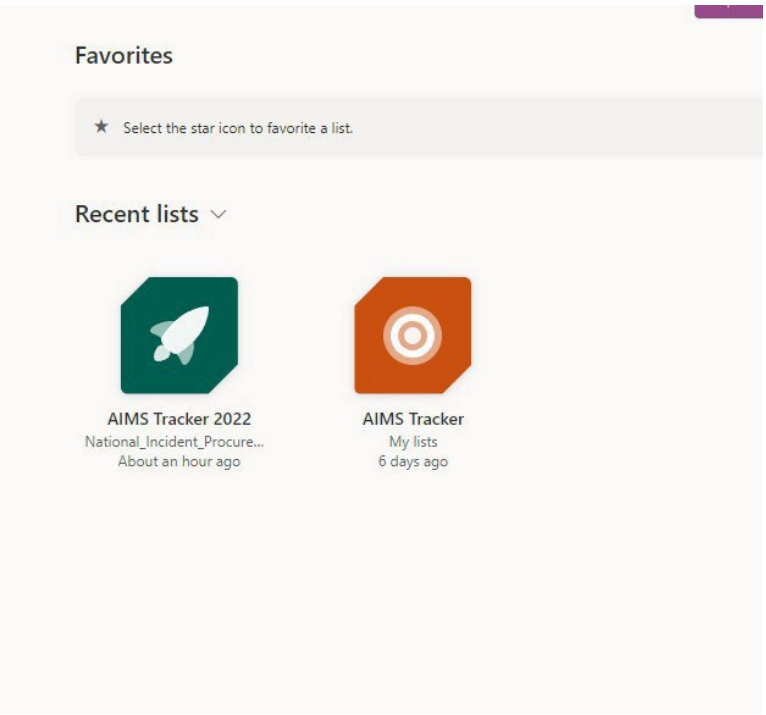
Column header can be used to sort or filter to locate your incident.



Save the AIMS Tracker as a "Favorite"

Future use select the list here or from applications list here and you will see this view

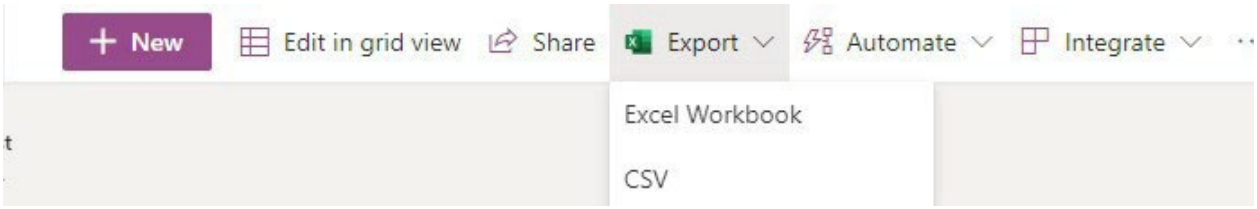
Figure 3



Then you can click the star in the upper-right corner of the icon to Favorite the list.

Exporting the Information

Select “Export” from the top menu



Select either Excel Workbook or CSV and download to your computer.

Resource Extension Request

Most resources can be extended on Federal incidents. There are several considerations or factors to be considered.

This guide will lead you through the process of if a Resource Extension Request Form is needed, what signatures are needed, and where to send it to get additional signatures.

Any questions please reach out to the North Ops Duty Officer.

Things to consider before initiating an extension:

1. *Are personnel needed to work past their 14-day assignment?*
2. *Extension requests should be initiated by the incident. Is there at least 72-96 hours prior to the current last workday of the resource to provide ample time for approval process to be completed?*
3. *Is the resource in agreement to extend?*
4. *Have they already been extended on the current assignment?*
5. *Is this a VIPR resource that cannot rotate out personnel (Faller, Single/Module or Mechanic with Service Truck)?*
6. *Has the IMT Team received approval from the GACC/NMAC?*

*If resource is a Team, Hand Crew, Module, or an Engine Crew; only complete one request form.

Provide the Operational Resource Name, i.e., Smokey Bear T1 IMT, Smokey Bear T2IA Crew, Smokey Bear Suppression Module, Smokey Bear T4 Engine 741, for Resource Name. Provide Parent Request# only.

Overhead

Single Resource,

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1, 2 and 4 signatures are required in order.

Complex Incident Management Teams, Area Command Teams, National Incident Management Organization Teams (NIMO), and National Buying Teams.

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 6 signatures are required in order.

Wildland Fire Modules (WFM1 and WFM2),

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 5 signatures are required in order.

Suppression Modules (SMOD),

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 - 5 signatures are required in order.

Overhead (VIPR)

Faller Module (FMOD), Extension requests are needed when personnel are not swapped out and asked to extend.

Crews

Agency Crews – All Agency crews need an extension request. Based on the policy in place at the time, agency crews may not be able to extend. Call North Ops for the most current information.

Type 1 Interagency Hotshot Crew,

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 6 signatures are required in order.

Agency Crews, (T2IA, T2)

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 5 signatures are required in order.

Contract Crews, (T2IA, T2)

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 5 signatures are required in order.

Equipment (Tactical)

Agency Equipment, (Engine, Water Tender, etc.)

- Block A. is to be filled out by the Resource.
- Blocks B. & C. are to be filled out by the Incident Supervisor.
- Block D. 1 – 5 signatures are required in order.

If crewmember swaps have been approved by the Hosting and Sending GACCs then no extension request is needed.

VIPR (Contract/EERA)

VIPR Resource Operator, (Mechanics with Service Truck, EMT's, and Faller/Faller Mods) Extension requests are needed when personnel are not swapped out and asked to extend.

VIPR ENGINES that are Dispatched out of North OPS GACC Dispatch Centers and are assigned on an incident within the North Ops GACC: (The Equipment is being hired that comes with a crew. The Engine does not need an extension. As the crew hits their 14th day, it is the company's responsibility to swap the crew out for days off or replace the crew.)

- No extension form is needed.
- ECC/Expanded needs to document in IROC Order how they are performing work rest (R&R, Rotating Crew, or Swapping Personnel).

VIPR ENGINES assigned on an Incident Out of GACC:

- No extension form is needed.
- ECC/Expanded needs to document in IROC Order how they are performing work rest (R&R, Rotating Crew, or Swapping Personnel).

VIPR ENGINES from Out of GACC:

- No extension form is needed.
- ECC/Expanded needs to document in IROC Order how they are performing work rest (R&R, Rotating Crew, or Swapping Personnel).

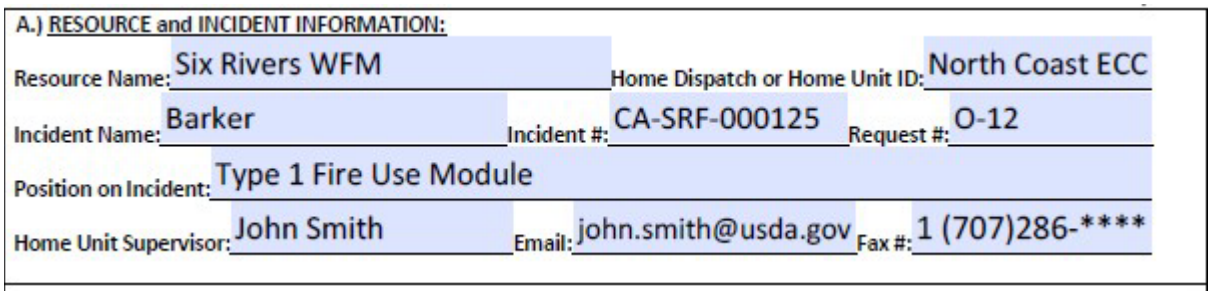
In Depth, Extension Request Form Information

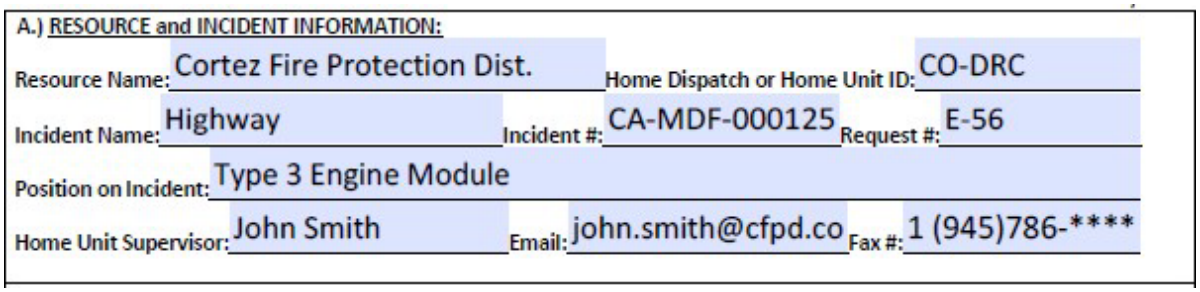
A) RESOURCE and INCIDENT INFORMATION:

- Resource Name: as it appears on their resource order.
- Home Dispatch or Home Unit ID: is where the resource is from. If using home unit ID, ensure that it is where the resource is from and not the owner of the contract. For example, some of the contract type 2 crews show a Home Unit ID: (ID-FCF). This ID may only be the owner of the contract and not where the resource is from. The purpose of this block is for easy determination of where the form needs to go. Please add additional information if needed. This is needed to know which GACC to send the extension request to for signatures.
- Incident Name: Name of the fire or the incident.
- Incident #: The specific # for the fire or incident (CA-LNF-000384).
- Request #: This is the resources order # on the fire or incident. This usually starts with either a E,O, or C. Which determines what type of resource they are (E-Engine, O-Overhead, and C-Crew).

- Position on Incident: This is the specific type of resource.
- Home Unit Supervisor's Information: This is the resources direct supervisor from where they are from.

Examples:

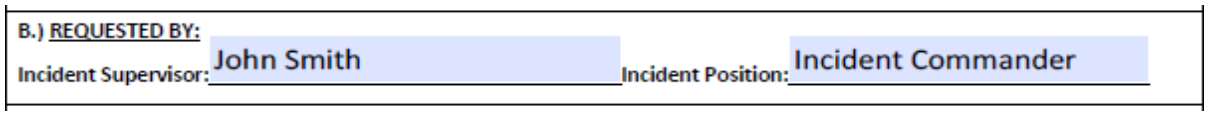




B) REQUESTED BY:

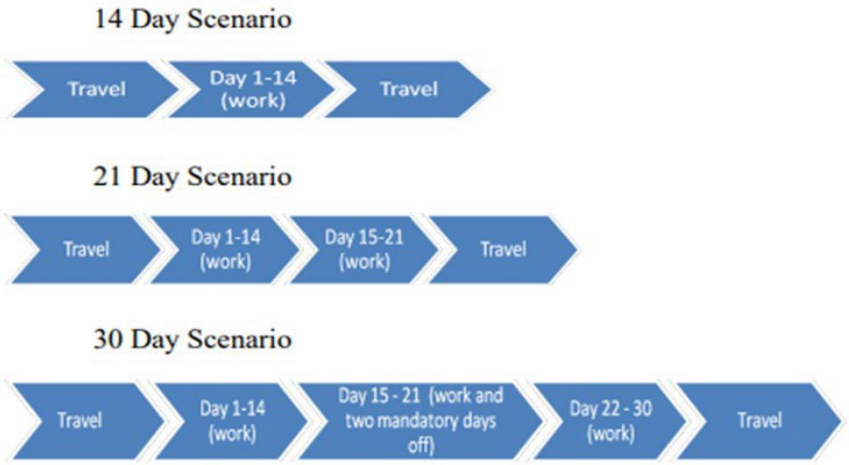
- To be filled out by the Incident Supervisor.

Example:



C) EXTENSION INFORMATION

- Length of Extension cannot exceed 30 days of actual workdays on the assignment. Last Workday, this is the new or proposed last workday. ***Remember To Account For Proper Work Rest,*** by referring to the most current **NWCG Standards for Interagency Business Management** and the **2024 Interagency Standards for Fire Aviation Operations** **(Red Book).** ***Different agencies may have different rules.***
  https://www.nifc.gov/sites/default/files/redbook-files/RedBook_Final.pdf



Justification is mandatory for needed extension request of resources.

After selecting one of the three justification options, explain in more detail of why this request is needed for the resource to extend

Example:

C.) EXTENSION INFORMATION:

Prior to any extension, consider the health, readiness and capability of the resource. The health and safety of incident personnel and resources will not be compromised under any circumstances.

Length of Extension: 14 Last Workday: 10/11/21

Justification (Select from the List Below):

- ☐ Life and Property are imminently threatened,
- ☐ Suppression objectives are close to being met, or
- ☑ Replacement resources are unavailable or have not yet arrived

Explanation for Extension:

Great Basin Engine 318 last work day 9/24/2021. Great Basin Engine 318 will take three days RR and return for duty 9/28/2021.
Replacement resources are unavailable. Lassen National Forest is in high to extreme fire danger.
Operational name "Great Basin Fire LLC", Apparatus # 1FD0W5HT1DEB71063

D) APPROVED BY:

- Signatures. Lines 1,2 and 4 must be signed before the GACC can sign. These can be verbal signatures if the resource is in the field and unavailable. "Per resource, good to extend" or "approved via phone" are just some examples. Actual signatures can be electronic or wet signatures.

Naming and Sending the "Resource Extension Request Form" to the GACC

Naming the Electronic File,

Name the file in this format: Ext_Fire Name_Resource Name_E/C/O#

Resource Example:

- Fire - Crew, T2 - CAYICC - 12 - 231 - Torres Contracting, Inc. - Crew 14 – C-121
- Groups - Module, Suppression - Kaibab Wildland Fire Module – O-342
- Engine Type 3 - Firestorm Wildland Fire Suppression, Inc. - 3FRNW65F06V246487 - E9908- E-172

Example of request file naming convention:

- Ext_River Complex_Torres Crew 14_C-121
- Ext_Monument_Kaibab WFU_O-342
- Ext_Caldor_Firestorm E9908_E-172

How to send to the GACC

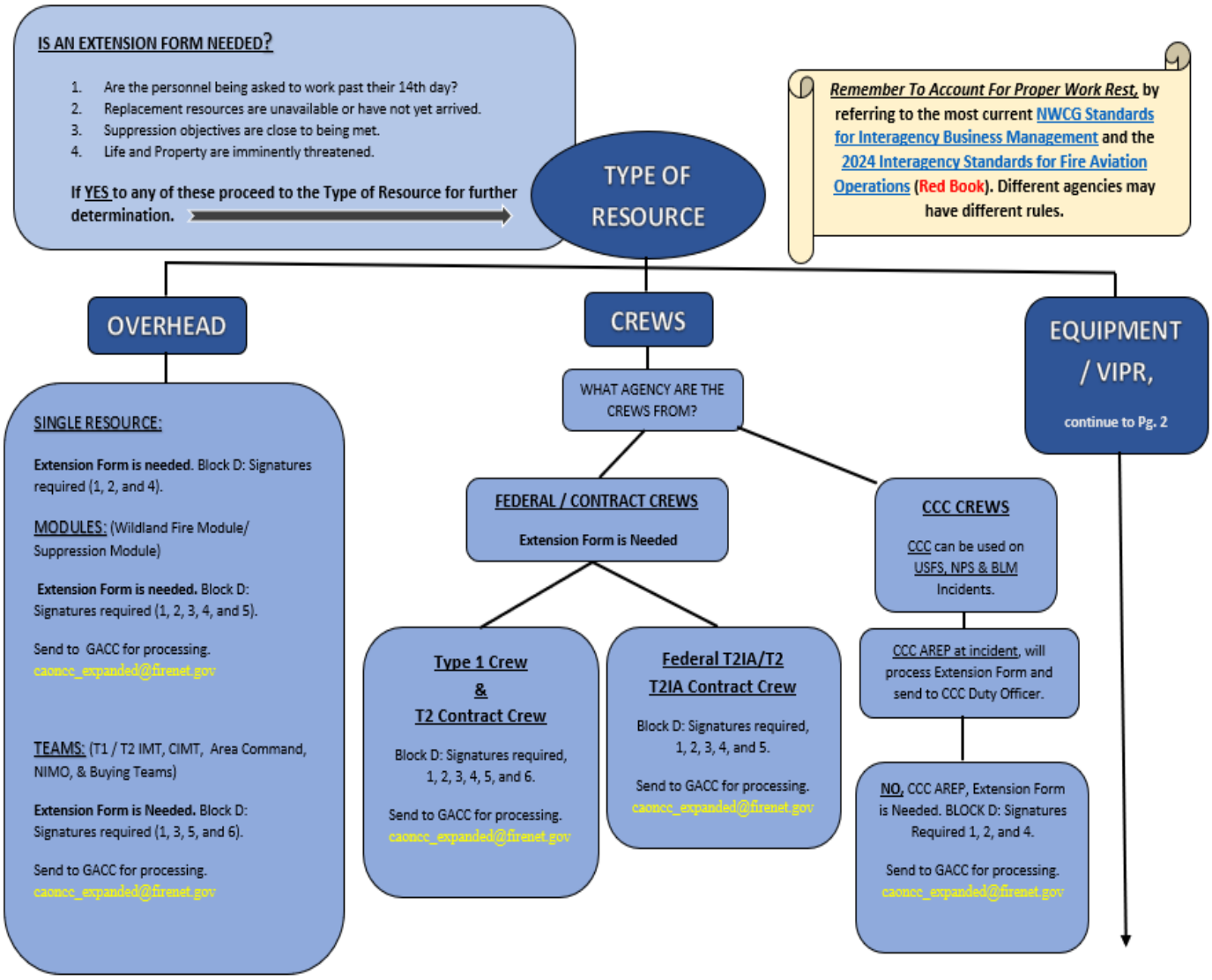
- Send to caoncc_expanded@firenet.gov to the GACC for signatures.
- Email Subject Line needs to be the same as the file name, for example (Ext_River Complex_Torres Crew 14_C-121).

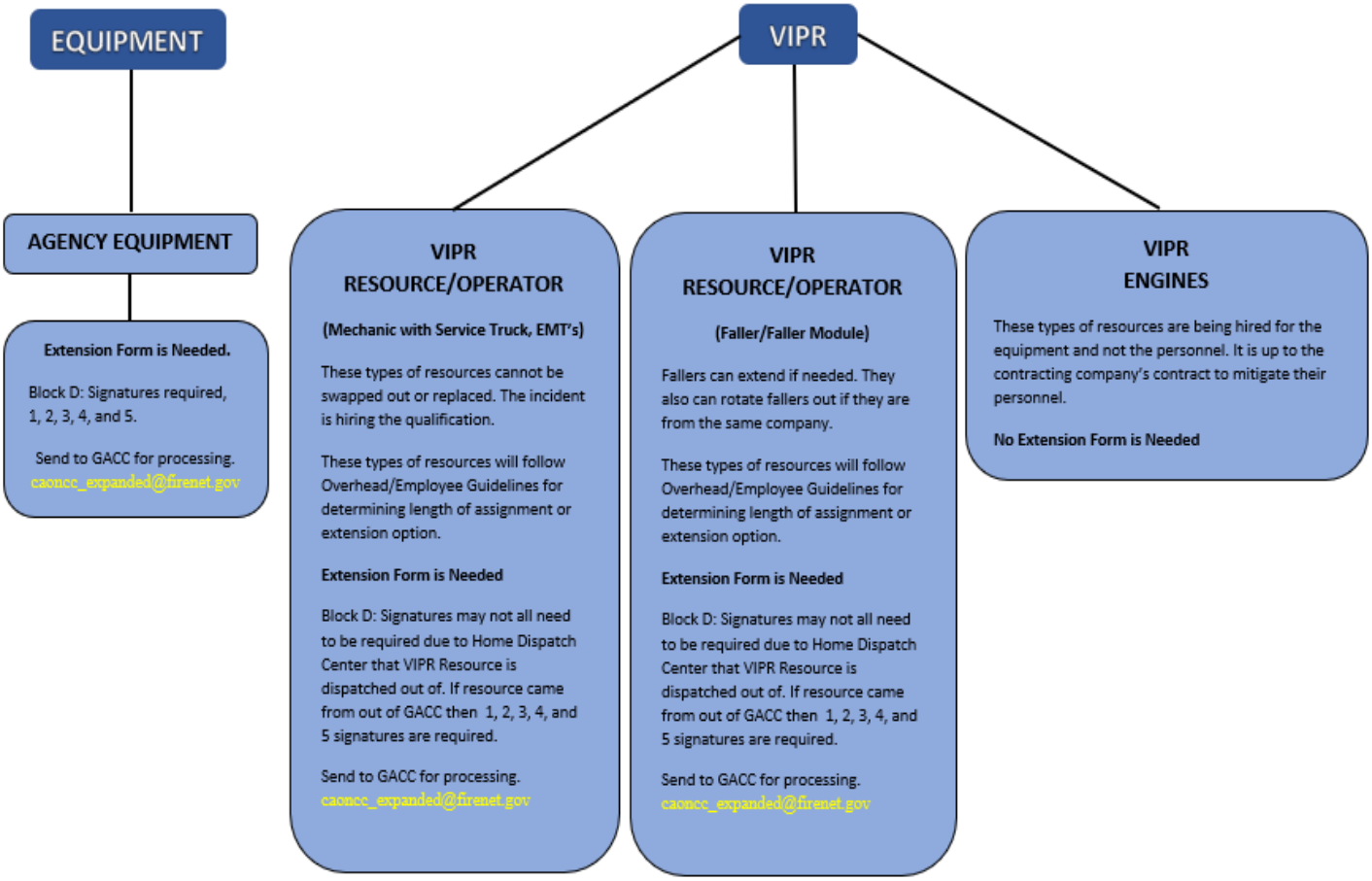
  We will quality check them and send them on for signatures.

Link to Resource Extension Request form:

https://gacc.nifc.gov/oncc/logistics/docs/2021/Extension_form%202021.pdf

RESOURCE EXTENSION FLOW CHART




EQUIPMENT
AGENCY EQUIPMENT
Extension Form is Needed.
Block D: Signatures required, 1, 2, 3, 4, and 5.
Send to GACC for processing.
caoncc_expanded@firenet.gov
VIPR
VIPR RESOURCE/OPERATOR
(Mechanic with Service Truck, EMT's)
These types of resources cannot be swapped out or replaced. The incident is hiring the qualification.
These types of resources will follow Overhead/Employee Guidelines for determining length of assignment or extension option.
Extension Form is Needed
Block D: Signatures may not all need to be required due to Home Dispatch Center that VIPR Resource is dispatched out of. If resource came from out of GACC then 1, 2, 3, 4, and 5 signatures are required.
Send to GACC for processing.
caoncc_expanded@firenet.gov
VIPR RESOURCE/OPERATOR
(Faller/Faller Module)
Fallers can extend if needed. They also can rotate fallers out if they are from the same company.
These types of resources will follow Overhead/Employee Guidelines for determining length of assignment or extension option.
Extension Form is Needed
Block D: Signatures may not all need to be required due to Home Dispatch Center that VIPR Resource is dispatched out of. If resource came from out of GACC then 1, 2, 3, 4, and 5 signatures are required.
Send to GACC for processing.
caoncc_expanded@firenet.gov
VIPR ENGINES
These types of resources are being hired for the equipment and not the personnel. It is up to the contracting company's contract to mitigate their personnel.
No Extension Form is Needed

Pack Stringer- Ordering Guide

USFS Region 5 Pack Stock Support for Fire:

Contacts, Ordering, Capabilities, Logistical Considerations

To order a pack string please contact R5 Pack Stock Center of Excellence Directors:

Name	Location	Phone	Email
North Zone: Ken Graves Alternate: Katy Bartzokis	Shasta-Trinity NF	530-524-1167 530-784-3586	kenneth.graves@usda.gov katherine.bartzokis@usda.gov
South Zone: Michael Morse Alternate: Lee Roeser	Inyo NF	760-937-7854 760-914-3650	michael.morse@usda.gov lee.roeser@usda.gov

*North/south zone is divided by I-80.

- Once availability is determined by PSCOE directors, personnel will be name requested.
- Each **packer with their truck, trailer, and mules are ordered as an "O" number as PACK**.
- **Assistant for each pack string is ordered as a separate "O" number**, usually as FFT2/FFT1, and is chosen by the packer.
- There may be a delay of 24-48 hours subject to location of packers and stock.

Pack string capabilities:

Each pack string is capable of moving approximately 750 lbs. per trip, with each animal carrying 100-

180 lbs. (depends on size/bulk of loads, distance, and route conditions) divided into two equal "sides."

- Standard loads for **ONE** animal may include one of the following (not multiple):
  - 800 ft. of one inch rolled hose with fittings
  - 600 ft. of one and one half inch rolled hose with fittings
  - 4 full cubies or 40 empty broken down cubies ○ 6 cases of MREs ○ 4 standard size red bags
  - 2 - 4 five gallon containers of fuel (depending on design of fuel container) ○ 40 sack lunches
  - One Mark 3 pump with pump kit
  - Two 45 qt. coolers ○ Mobile repeater kit
- Pack strings can be reliably scheduled to support backcountry spike camps.
- Loads can be dropped at multiple locations provided the packer is notified prior to constructing loads (i.e. distributing equipment from a sling site along a fireline).
- Short hauls may be made more than once daily, subject to prior agreement of packers involved.
- Backhaul is standard.
- Pack strings are most efficient when used to support remote backcountry operations that can be accessed by existing trails.
- Some fire lines are stock passable but need to be checked out by packers prior to use.
- Pack strings can operate in dense smoke and under inversion/inclement weather conditions.
- Depending on the qualifications of personnel involved, some pack strings may be able to accomplish mobile mounted work, such as opening access routes to the fire.

Description of resources:

R5 Pack String:
○ 1 fire packer (PACK)
○ 1 assistant (FFT1 or FFT2)
○ 5 pack mules with pack equipment
○ Saddle animal(s) with riding equipment
○ Trucks/trailers as appropriate for transportation of stock/equipment
○ 24 hours feed and water for stock

Multiple strings and additional crew members are often necessary to meet incident objectives.

Information needed prior to string mobilizing:

- Location of fire
- Is fire located in wilderness?
- Proposed camp location for pack stock (spike, local equine facility, ranch, etc.) and facilities available (corrals, water, etc.)
- Contact person physically located at fire to whom we can address questions (typically in planning/operations)

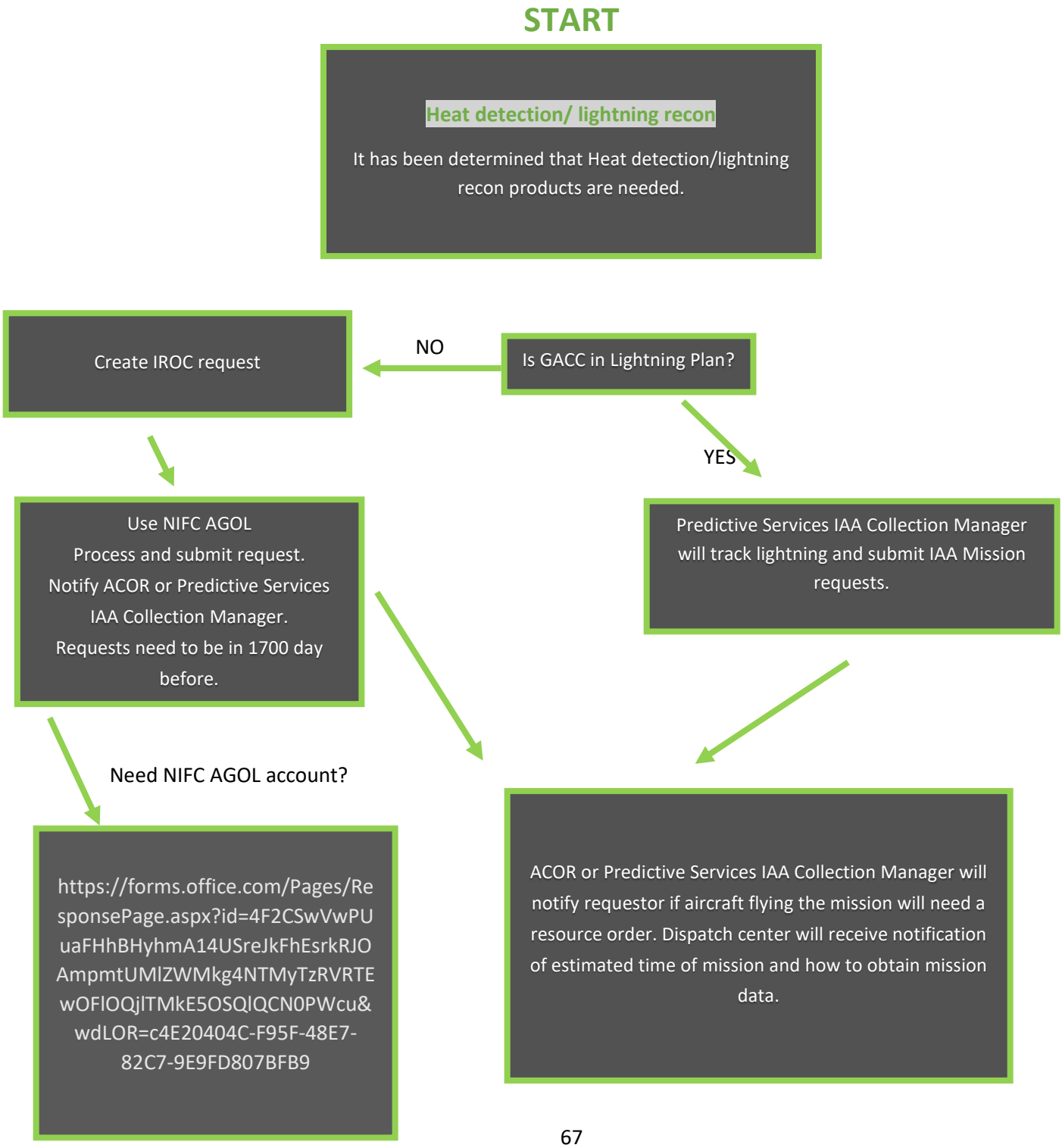
Logistical considerations for use of pack stock on incidents:

- **Pack strings are most efficiently utilized when assigned under operations.**
- IMT will need to work promptly with packers and ordering to provide for the care of the stock:
- Secure holding facility for stock (minimum 50' x 50' corral for each string) free of hazards such as jagged wood/metal. Portable corral panels are often the best option.
- Potable water and water troughs
- Weed free grass hay or grass-alfalfa mix hay
- Supplemental feed (sweet feed and/or alfalfa pellets/cubes)
- Each string of mules mobilizes, R&Rs, and demobs with their packer. Depending on the intensity of work, mules may need occasional days of rest during a 14 day assignment.
- Staging areas for saddling/loading pack string (typically trailheads) should have adequate space for trailers and pack strings.
- Road conditions to staging areas should be passable with stock trailer.
- Proposed access routes to fire should be passable to stock (trail, fireline).
- Livestock require farrier services on a 6-8 week schedule. It may become necessary to re-shoe stock during an incident.
- Pack strings are most effective when supplies for intended loads are delivered the afternoon prior or early morning on the day of delivery.

IAA FLOW CHART

Procedures for ordering vary slightly based on the IAA needs. Prior to placing an IAA mission request, determine which of the following mission types fit the need (see IAA user Guide to assist in determining mission type https://iaa-nifc.hub.arcgis.com/)

Heat detection/ Lightning Recon

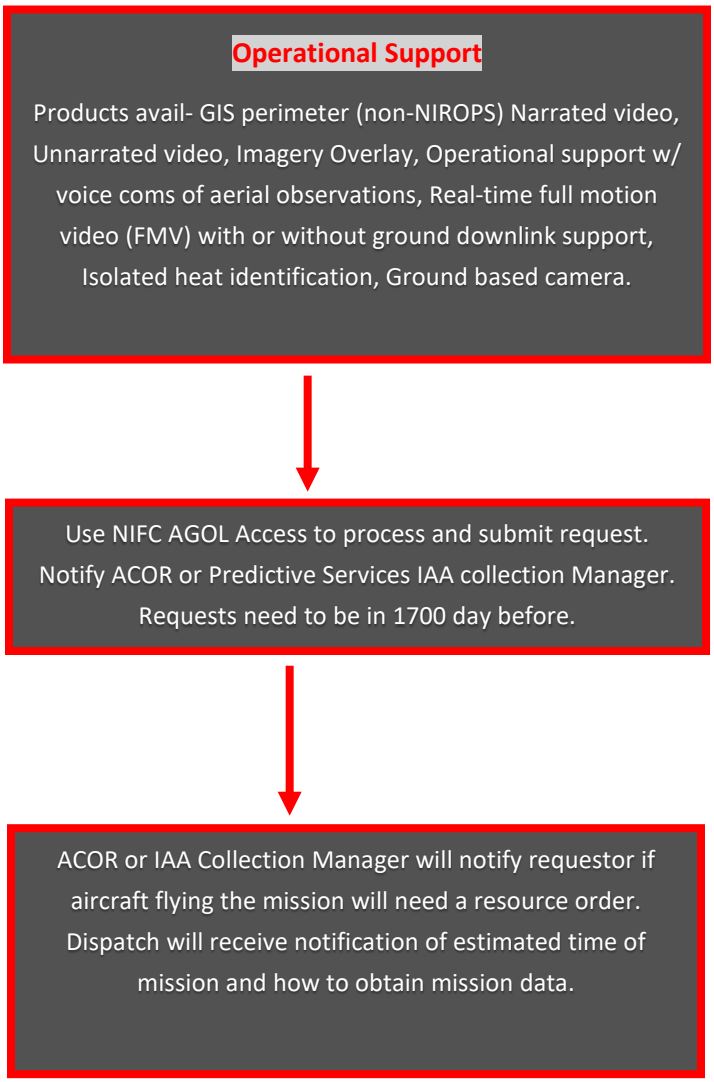


Operational Support

(Incident support)

https://iaa-nifc.hub.arcgis.com/

START



NIROPS

(Incident Support)

START

NIROPS (National Infrared Operations)

Geospatial information characterization of location and intensity of fire, near real time delivery of high-resolution infrared imagery and fire detection data to interpreters. Interpreters can generate tactical scale fire mapping products.

NIROPS HAS BEEN MOVED TO FAMAuth PORTAL AND YOU WILL NEED AN ACCOUNT TO ACCESS.

https://fsapps.nwcg.gov/nirops/

Continue to order NIROPS with an A number in IROC along with a request in the NIROPS Portal, this is separate from the IAA process.

Mnemonic

IROC catalog code Mnemonics can be found at the following link.

IROC Catalog Updates:

https://wildfireweb-prod-media-bucket.s3.us-gov-west-1.amazonaws.com/s3fs-public/2023-03/IROCCatalogUpdates2022-Final.pdf