

Office of State  
Fire Marshal



# Fire Service Mobilization Plan

# 2012

# Oregon Fire Service Mobilization Plan

## Table of Contents

	<b>Page No.</b>
<b>A. Introduction</b>	1
<b>B. Unprotected Areas Policy</b>	4
<b>C. Resource Management</b>	5
<b>D. Requesting Resources</b>	5
<b>E. Sending Resources</b>	9
<b>F. Incident Support</b>	11
<b>G. Demobilization</b>	13
<b>List of Appendices</b>	16
A. Fire Defense Board District and Chief Responsibilities	17
B. Mutual Aid	22
C. Fiscal Responsibility	27
D. Transportation Cost Schedule	34
E. Glossary	37
F. Interface Position Qualifications	46
G. Interface Equipment Standards	47
H. Communications (Fire Net)	52
I. Task Force/Strike Team Resources	62
J. Emergency and Audible Signaling/Terminology	63

## A. INTRODUCTION

### 1. Objectives

The objectives of the Oregon Fire Service Mobilization Plan are:

- a) To provide organizational structure and operating guidelines for the expeditious mobilization and direction of Oregon fire service forces;
- b) To promote effective communication among agencies during the preparation for, progress of, and demobilization from a fire suppression operation or other emergency response activity;
- c) To effectively cooperate and coordinate the efforts of various participating agencies through the use of a common command structure and terminology;
- d) To ensure prompt, accurate and equitable apportionment of fiscal responsibility for fire suppression or other emergency response activity;
- e) To provide an OSFM Incident Management Team for effective support to local agencies and fire defense districts during major operations.

### 2. Scope

The State Mobilization Plan is an all-hazard based plan used to mobilize fire resources to any incident beyond local fire service capabilities that are necessary to protect life, property, and the environment. In cases where resources are deployed to wildfire incidents, training requirements are intended to provide safety knowledge for structural firefighters involved in structural interface operations. Limited wildland operations to defend structures may be necessary and would be authorized by the supervisor. It is not the intent to have structural fire resources involved in aggressive wildland firefighting.

This plan embraces all of the territory of the state of Oregon through the utilization of the duly organized firefighting forces of the state. The fire suppression resources include the county, city, and rural fire protection districts, as well as private fire departments and any other resources available through area mutual aid agreements.

This plan assumes the prior existence of mutual aid agreements that organize district and regional firefighting forces to cope with local emergencies. The primary purpose of mutual aid is to supplement resources of a fire agency during a time of critical need. Mutual aid is based on reciprocal, non-reimbursed contributions for services rendered and is contingent upon a responding fire chief's approval. Mutual aid is given only when equipment and resources are available and dispatch will not jeopardize local firefighting capabilities.

Under the Emergency Conflagration Act, local firefighting forces will be mobilized in response to fire, a heightened danger of fire or a significant reduction in available fire-fighting resources.

For purposes of this plan, Oregon has been divided into fire defense districts. The Emergency Conflagration Act fire suppression resources of each fire defense district include the county, city and rural fire protection departments and districts, as well as any other resources available through mutual aid agreements.

The Mobilization Plan may be used separately from the Conflagration Act to mobilize local structural fire agencies for any emergency situation exceeding local mutual aid resources. However, reimbursement for responding resources is assured only when the governor invokes the Conflagration Act. Federal or state disaster assistance reimbursement may or may not apply to emergency services mobilizations.

### 3. Authority

#### a) Emergency Conflagration Act

The Oregon Fire Service Mobilization Plan shall be governed and administered under the authority of the Emergency Conflagration Act as set forth in ORS 476.510 to 476.610 and 476.990(4).

#### b) State of Emergency

Fire services may also be mobilized under powers of the governor, and the governor's direction through the provisions of ORS 401.055 to 401.155. The Office of Emergency Management has the authority to establish priorities for the assignment and use of resources on a statewide basis in cases of emergency (ORS 401.260 to 401.535).

#### c) Intergovernmental Cooperation

- 1) ORS 190 gives local government entities authority to enter into agreements with other local governments. The statute prescribes for fees, authority and agreements with state government (See ORS 190.003 to ORS 190.265).
- 2) ORS 190.410 to 190.478 provides for both local entities and the state to cooperate with and enter into agreements with other state governments.
- 3) ORS 190.480 to 190.490 gives state agencies the authority to cooperate with other nations and agencies of other nations.

#### d) Structural Collapse

401.930 Assignment by Governor of local resources under direction of State Fire Marshal.

- 1) The Governor may assign and make available for use and duty in any county, city or district, under the direction and command of the State Fire Marshal or a designee of the State Fire Marshal, any personnel or equipment resources of a county, city or district for the purpose of responding to the structural collapse, or the threat of imminent structural collapse, of a fixture to real property. This section does not authorize the Governor to assign and make available the fire-fighting resources of a fire district that possesses only one self-propelled pumping unit.
- 2) The Governor may assign and make available local resources under this section without declaring a state of emergency and without regard to the criteria established in ORS 401.032 for assuming authority or responsibility for responding to an event. The State Fire Marshal, or a designee of the State Fire Marshal, may direct and command the use of the local resources made available by the Governor under this section regardless of whether the county, city or district to which the resources are made available has declared a state of emergency under ORS 401.309.

3) The State Fire Marshal shall prepare plans for effectively carrying out this section and shall provide advice and counsel to the Governor for the most practical utilization of local resources under this section.

e) Interstate Emergency Assistance

The Emergency Management Assistance Compact (EMAC) (ORS 401.045) provides for mutual assistance between states in managing any emergency or disaster that is duly declared by the governor of the affected state. The state receiving aid is responsible for reimbursing the costs of those rendering aid. The compact outlines specific responsibilities, implementation rules, and limitations, including liability limitations. Unless changed by agreement, EMAC gives the requesting state liability for responders' workers' compensation.

#### 4. Code of Conduct

It is the duty of personnel mobilized by the State of Oregon to maintain high standards of performance and conduct that will promote public trust and provide the best possible service to the citizens of Oregon. Personnel are expected to demonstrate cooperation, efficiency, integrity, and accountability in the performance of their duties. It is expected that all conflagration resources will conduct themselves in a professional manner, meet the performance standards of their position and comply with all local, state and federal laws.

Your actions, behavior, and work ethic will be scrutinized by those with whom you work and interact, and by the citizens being served. You represent the State of Oregon, your county and your department as an individual and as a team member on the fire line, in camp, and in transit. Work hard, learn as much as you can, and come home safe.

Specific expectations:

- Adhere to applicable safety standards. All mobilized individuals have a responsibility to each other to be alert to and communicate all safety hazards and near misses to the immediate supervisor or the incident management team safety officer. All injuries incurred while mobilized must be immediately reported to the immediate supervisor.
- Adhere to the chain of command, become familiar with whom you are working, follow directions, and keep your supervisor informed. You are responsible for understanding your assignments and instructions; if in doubt, immediately ask for clarification.
- Drive apparatus in a safe and courteous manner at all times. Use all appropriate safeguards, including backing guides.
- Wear your PPE when assigned and an appropriate uniform when in camp.
- Maintain a state of readiness at all times. When not assigned, re-supply apparatus, restore equipment, and maintain a state of readiness. You are expected to be able to respond on notice, 24 hours a day.
- Harassment of any kind against co-workers, supervisors, citizens, contractors or others based on race, color, national origin, age, gender, disability, religion, marital status, or any other class protected by civil rights laws will not be tolerated and will result in immediate demobilization.
- When not assigned or in camp, conduct yourselves in a manner that will not discredit yourself, your department or the State of Oregon.
- Misconduct, insubordination, refusal to follow orders or directives, dishonesty, inattention to duty, carelessness or any conduct that you know or should know is improper behavior will not be tolerated and may result in immediate demobilization from the incident.
- Know and follow the procedures in the Oregon Fire Service Mobilization Plan.

- Access to cache and requests for supplies shall be only through your chain of command. Return all procured equipment prior to demobilization.
- Alcohol and non-prescribed medication other than over-the-counter-medication shall not be transported or consumed. This includes during transit to and from your home departments.
- Firearms are not allowed unless it is a requirement of your assigned position.
- You are required to report to your immediate supervisor any medical condition that may arise that will interfere with your ability to safely perform your assigned tasks.

## **5. Standards**

The mobilization plan establishes guidance on how to mobilize Oregon fire resources. The MOB plan has the following standards; National Fire Protection Association (NFPA) , National Incident Management Systems (NIMS), Occupational Safety and Health Administration (OSHA ), Department of Public Safety Standards and Training, and National Wildfire Coordinating Group.

## **B. UNPROTECTED AREAS POLICY (ORS 476.280, 476.290)**

### **1. Definitions**

“Unprotected areas” means any area of the county or state that does not have fire protection. “Undue jeopardy to life and property” means a “threat and/or danger” to the lives and/or property of persons residing inside the boundaries of the city or district. It is further the policy that “undue jeopardy to life and property” be applied liberally in allowing fire chiefs to intervene before an actual threat arises.

### **2. Overview**

The fire chief shall obtain from the governing body or the district board of the rural fire protection district general authorization to extinguish uncontrolled fires burning in unprotected areas that are causing, or may cause, undue jeopardy to life and property. This authorization to respond in unprotected areas shall not be construed to constitute a contract to provide service.

When, in the opinion of the fire chief, a fire burning out of control in an unprotected area is causing, or may cause, undue jeopardy to life or property and equipment is available and a response will not unduly jeopardize local capabilities, resources may respond to extinguish the fire. The department would employ the same means and resources they would to extinguish a similar fire within their own boundaries.

When such a fire is extinguished, the governing body of the city or the district board of the rural fire protection district providing the service may bill the owner of the property involved in the fire. The cost to the property owner will be the cost of the fire suppression, using the standardized cost schedule approved by the state fire marshal, on forms furnished by the state fire marshal for this purpose. In no case shall the cost be greater than the pro rata cost that would have been charged for the performance of a similar fire suppression in the responder’s own jurisdiction.

### **3. Unprotected Areas Standardized Cost Schedule**

This schedule is adopted by reference in OAR 837, Division 130, State Fire Marshal Standardized Cost Schedule.

#### **4. Incidents Beyond the Capability of Local Resources**

When a fire threat presenting undue jeopardy to life and property exists in an area unprotected by a city or rural fire department, and the size of the incident is beyond the capability of the responding fire department and any mutual aid departments, or if structural fire protection is not available, a fire suppression response may be available under the Emergency Conflagration Act.

#### **5. Responding to Incidents in Unprotected Areas**

Areas without fire protection or areas served by non-recognized agencies must have authorization by the governing subdivision.

### **C. RESOURCE MANAGEMENT**

#### **1. Overview**

The Office of State Fire Marshal expects all fire service resources activated under the Mobilization Plan to meet applicable standards for training and equipment.

#### **2. Training Standards**

The providing agency is responsible for ensuring that personnel provided under this plan meet all minimum standards for the position they are mobilizing for and must be certified by DPSST. For Wildland Urban Interface standards see Appendix F.

##### **a) Resource Typing**

When resources are NIMS typed, those type definitions will be used for resource requests and order fulfillment. Those resources that are not typed will be filled based on a clear definition by the requestor.

### **D. REQUESTING RESOURCES**

#### **1. Overview**

The Fire Service Mobilization Plan is intended to establish operating procedures that will most efficiently and economically utilize the firefighting resources of the state in the event of a fire or other emergency that is beyond the capabilities of local and district fire protection resources. It requires the existence of mutual aid agreements that organize fire defense districts and/or regional firefighting forces to cope with such emergencies; the organization of fire districts and departments into fire defense districts with Fire Defense Board Chiefs; and the use of the National Incident Management System/Incident Command System (NIMS/ICS).

When, in the judgment of the local or Fire Defense Board Chief, an emergency is beyond the control of the local and district fire suppression resources, including primary mutual aid, the Fire Defense Board Chief shall report the conditions of the emergency to the state fire marshal office and/or request mobilization of support for that district.

After verifying the need for mobilized support, the state fire chief shall, if appropriate, request authorization from the governor to invoke the Emergency Conflagration Act, hereafter referred to as the Act (476.510 to 476.610, 476.990).

The provisions of the Plan may be implemented for mobile support separately from the Conflagration Act; however in this case, reimbursement for response under the Act may not apply. This plan may also be implemented as a result of an emergency declaration.

This guide is intended to help local fire chiefs, Fire Defense Board Chiefs, the state fire marshal duty officer, and the state fire chief to determine when to request implementation of either the Act or the Plan. To assure that local resources have been exhausted and that the governor will be provided accurate and sufficient information before such a decision is made, it is important that a formal progression of decisions be followed, beginning with the initial reporting of an incident.

Decisions based upon this guide must be made with full awareness that implementation of the Conflagration Act may permit access to the General Fund or Fire Insurance Premium Tax Fund without immediate Legislative oversight, and that conflagration mobilizations result in a significant financial liability to the citizens of Oregon.

## **2. When to request implementation of the plan**

Requests to implement the Fire Service Mobilization Plan may be made in response to fire, a heightened danger of fire or a significant reduction in available fire-fighting resources. The mobilization plan may also be implemented as a result of an emergency declaration. In both cases mutual aid resources for that department must be exhausted prior to requesting implementation.

Incidents that may require a request for assistance:

- a) Structural fires that by sheer numbers, size or speed of spread cannot be controlled by available resources; or
- b) Wildland or interface fires that threaten structures where there are few or no fire services available to contain, control, or stop the fires from engulfing the structures; or
- c) Major disasters including earthquakes, tornadoes, floods, and other natural phenomena that cause great destruction.
- d) Acts of Terror

## **3. How to request support for a conflagration**

If an emergency is considered to be beyond the capabilities of local available resources, including direct mutual aid, the local fire chief shall:

Local/County Fire Chief

- a) Contact the Fire Defense Board Chief to request the Conflagration Act be invoked.
- b) The Fire Defense Board Chief calls the Oregon Emergency Response System- 800.452.0311 for contact by the OSFM Duty Officer.

- c) The Fire Defense Board Chief will receive contact from the Duty Officer or Chief Deputy. Fire Defense Board Chief will provide the following information:
- Incident Name
  - Contact Information
  - Type and location of incident
  - Situation Description
  - Confirmation that local and mutual aid resources are depleted.
  - Incident Commander information
  - Weather information
  - What resources are being requested
- d) Once the conflagration is declared an Incident Conference call will be scheduled. The call will be made up of the following parties.
- Incident Commander at the incident
  - Incident Commander of the SFM IMT
  - Deputy Incident Commander of the SFM IMT
  - Local Fire Chief
  - Fire Defense Board Chief
  - Deputy State Fire Marshal
  - Agency Operations Center Manager
  - State Fire Marshal and Emergency Response Unit staff
- e) The Local Chief is responsible for assisting in:
- Local GIS capabilities or maps
  - Work with IMT to locate a base camp
  - Maintain communication with the IMT throughout the deployment to assist with emergency management and other local issues.

#### State Fire Chief

- a) Advises the governor of the need to implement the Conflagration Act for the jurisdiction(s) where the emergency exists;
- b) When authorized by the Governor, order sufficient and appropriate mobile support resources to respond and assist the fire chief;
- c) Serves as the administrative commander of the State Fire Service to carry out the intended functions of the Mobilization Plan and assumes primary responsibility for the effective and efficient management of state-provided resources;
- d) Upon implementation of the Conflagration Act, dispatches incident management team members and other resources as necessary to manage ICS functions; and

- e) Implements the provisions of this plan for appropriate resource mobilization separately from the Conflagration Act.

#### **4. Decision Process**

The decision to request the Act is appropriate if, considerations are:

- a) Life threatening situations (firefighter or public safety)
  - 1) Evacuations currently taking place
  - 2) Advisory evacuations
  - 3) Evacuation plans in place
  - 4) Road, highway, or freeway closures
- b) Real Property Threatened
  - 1) Number of structures, commercial and/or residences
  - 2) Number of subdivisions
  - 3) Population affected
  - 4) Historical significant cultural resources
  - 5) Natural resources, such as crops, grazing, timber, watershed
  - 6) Critical Infrastructure, such as major power lines.
- c) High Damage Potential
  - 1) Long term or short term damage potential
  - 2) Plausible impacts on community
  - 3) Fuel type; fire size and growth potential
  - 4) Political situations
  - 5) Severity, extreme fire behavior and fuels conditions

#### **5. When requests will be denied**

Requests to invoke the Conflagration Act will be denied if, in the opinion of the Fire Defense Board Fire Chief and/or the state fire chief:

- a) The local fire chief has not exhausted local resources and those of mutual aid agreement agencies; or
- b) There appears to be little immediate threat to structures; or
- c) The fire or threat of fire is of such a nature that the resources provided by implementation of the mobilization plan could not be used or would not be effective in mitigating the situation; or
- d) The provisions of the Plan may be used without invoking the Conflagration Act.

#### **6. Succession of Command**

- a) All fire defense board chiefs shall designate alternates to provide for continuity of command in the event they are absent, disabled, or otherwise unable to perform their functions.

## b) Delegation of Authority

The OSFM incident management team commander is responsible for determining the need for completion of a delegation of authority. Delegation of authority should be completed before deployment of resources mobilized under the Mobilization Plan.

The fire chief (or designated authority having jurisdiction) is responsible for specifying the terms and scope of delegation. Other considerations include but not limited to:

- Integration of OSFM incident management team functions and personnel with an existing incident command structure;
- Roles and responsibilities that the local fire chief wishes to retain (operations or interagency liaison role, for example);
- How OSFM incident management team logistics personnel will assist the jurisdiction with the jurisdiction's responsibilities for logistical support for mobilized resources;
- Responsibilities for situation reports to the jurisdiction, fire defense chief, county emergency manager, cooperating agencies, or others;
- Liaison and advisory responsibilities to county emergency management for evacuation planning and actions; and
- Providing information on fire cause, losses and damages to assist the jurisdiction with its fire investigation and reporting responsibilities.

## E. SENDING RESOURCES

### 1. Overview

The fire chief sending resources needs to ensure that all personnel are properly trained and equipped to respond for a minimum of three days. Substitutions of personnel must be approved by the I.C. prior to trade out. The local fire chief should confirm that the department/district has covered all personnel, including volunteers, under the department/district's workers' compensation insurance policy.

In addition, all apparatus must meet NIMS standards and is in good working order and capable of meeting travel and firefighting requirements. Personnel and apparatus that do not meet the response standards of the Mobilization Plan may be rejected by the incident commander without state reimbursement for travel or response costs. Resources are expected to mobilize and be on the road within 1.5 hours of contact with AOC.

Privately owned vehicles (POVs) are discouraged. POVs may be used only when publicly owned vehicles cannot be provided. POVs must be approved by the OSFM Chief Deputy or AOC manager before mobilizing.

### 2. Process for Sending Resources

- a) The State Fire Chief activates the Agency Operations Center.
- b) The AOC sends resource request to Fire Defense Board Chiefs.
- c) The AOC mobilizes single resource IMT members.

- d) The sending Fire Defense Board Chief reviews resource inventory and determines the assignments to be made.
- 1) Appoint the strike team/task force leader;
  - 2) Identify units which will respond;
  - 3) Specify location for the strike team/task force incident staging and assignment; and
  - 4) If single resources, give route instructions and specific assignment.
- e) The sending Fire Defense Board Chief or single resource request reports back to the AOC, giving the following information. Response should be within 20 minutes:
- 1) That the resource order can be filled as requested, or
  - 2) The resource order cannot be filled
- f) If AOC accepts resource order the fire chief must submit the Task force/strike team resources form to the AOC (Fax: 503-378-5329, Phone: 503-373-0001 or [osfm.aoc@state.or.us](mailto:osfm.aoc@state.or.us)) before given authorization to deploy.
- g) Once the AOC authorizes deployment the Fire Defense Board Chief or single resource will be given the incident details and staging area for check in.
- h) The Fire Defense Board advises the TF/ST leader they have been authorized to mobilize.
- i) The TF/ST leader or single resource must do the following before leaving the point of departure:
- 1) Ensure personnel fill out the Resource Inventory/Personnel Roster FSP-01: Personnel tracking form.
  - 2) Confirm that apparatus/vehicle has state FIRE NET capabilities.
  - 3) Ensure all personnel and apparatus are properly equipped, prepared, and meet all applicable standards.
  - 4) Inform the fire defense district chief of departure.
  - 5) Inform the AOC of departure and estimated time of arrival at the incident, and
- j) Upon arrival at check-in, the task force/strike team leader or single resource must:
- 1) Notify the AOC that the task force has arrived.
  - 2) Check in with the structural resource unit leader.
  - 3) Locate your appropriate supervisor to obtain your briefing and assignment.

- 4) Brief the task force/strike team on its schedule, assignment, eating and sleeping arrangements, procedures for obtaining supplies and services, and debriefing provisions at the end of operational periods.

## **F. INCIDENT SUPPORT**

### **1. Guidelines for Support**

All mobile support preparation shall be in place on a continuing basis so that, in emergency situations, mobilization can be accomplished swiftly and efficiently. When the Governor authorizes mobile support under the provisions of the Emergency Conflagration Act, the local fire chief of each political subdivision requested to furnish assistance shall provide personnel and adequate support materials for units dispatched and for other activities generated by the operations.

Local fire chiefs shall ensure that personnel dispatched under provisions of the Act and this plan are properly trained and equipped to successfully discharge assigned emergency responsibilities.

Local fire chiefs must work with their Fire Defense Board Chief and local emergency planner to develop plans to render aid and to support aid in their district. Development, maintenance, and continuous update of an inventory of available resources prior to an emergency are essential for successful operations during an emergency.

### **2. Guidelines for Receiving Aid**

The political subdivision(s) receiving mobile support shall provide adequate logistical support for all of the units, personnel, and other activities generated by the emergency operation.

- a) Locate outside support services
  - 1) Public works
  - 2) Disaster and emergency services
  - 3) Other county and local government services
  - 4) Volunteer services (American Red Cross, amateur radio operators, etc.)
- b) If there are no other support services, develop plans for availability of:
  - 1) Fuel, including gasoline, diesel and oil
  - 2) Certified fire apparatus repair
  - 3) Water supply
  - 4) Personnel support services, including:
    - Mobile kitchens, food preparation and delivery;
    - Rehabilitation area with secure apparatus parking;
    - Drinking water including field supply; and
    - Sanitary facilities.
    - Provide adequate maps for all responding units.
    - Develop interagency plans for traffic control, evacuations, security and public information.
    - Provide ability to charge supplies and fuel.

### 3. Guidelines for Providing Aid

- a) Mobile support units ordered and dispatched by the state fire chief shall be staffed and equipped with fuel and with rations sufficient to complete a transfer assignment for **72 hours** of continuous operations from point of original dispatch.
- b) Whenever possible, personnel shall be supplied by the agency furnishing the apparatus. If the apparatus is co-staffed with personnel from other departments, the following guidelines apply:
  - 1) The apparatus must be operated by someone certified by the agency furnishing the apparatus to operate that piece of apparatus.
  - 2) Any department co-staffing apparatus is responsible for ensuring their insurance carrier is aware of the co-staffing arrangement.
  - 3) Each department is responsible for billing for their employees. The original personnel tracking form will be submitted to Oregon State Fire Marshal.
- c) All personnel, including volunteers, shall be covered by workers' compensation insurance.
- d) Each apparatus shall have installed or portable State FIRE NET capability. Strike team and task force leaders shall also have communications capability with each of their units.
- e) Fittings shall have national standard threads or adapters provided.
- f) When a publicly owned vehicle cannot be provided, personally owned vehicles may be mobilized only with prior authorization by the OSFM chief deputy or AOC manager.

### 4. State Fire Marshal Resource Mobilization Configurations

- a) A strike team will have:
  - 1) One strike team leader with command vehicle;
  - 2) Capability to refill own water tanks; and
  - 3) Five apparatus of like type.

b) A task force will have:

1) Four Type I, II or III engines-

All improved/unpaved road capable, two w/SCBA's. Two preferred interface engines. Improved/unpaved road capable, generally type III. All engines capable of drafting;

2) One type I or II tender. Type I tender preferred; and

3) One Task Force Leader with improved/unpaved road capable vehicle

c) A custom task force will have:

1) One task force leader with command vehicle; and

2) Any mix of apparatus needed, including tenders.

d) Transport Vehicles

A strike team/task force may include a transport vehicle or cargo trailer. An additional driver is not authorized. The transport vehicle must be driven by someone assigned to an apparatus in the strike team/task force. Transport vehicles are not authorized on the fire line.

e) Assistant Strike Team/Task Force Leaders

An Assistant Strike Team/Task Force Leader may accompany a Strike Team/Task Force Leader in the Strike Team/Task Force Leader's command vehicle if requested and authorized by the AOC. Assistant Strike Team/Task Force Leaders shall, at a minimum, be qualified as a Single Engine Boss/Company Officer.

## **G. DEMOBILIZATION**

### **1. Responsibilities**

a) OSFM or representative

1) Notify AOC of demob plan

b) Strike Team/Task Force Leader

1) Coordinate and be accountable for personnel and equipment assigned to the strike team or task force.

2) Ensure compliance with the demobilization plan and with proper procedures, including debriefing and reports.

3) Ensure return of all cache equipment.

4) Notify Fire Defense Board Chief upon return to district.

## c) Incident Management Team

- 1) Identify equipment damage and unsafe conditions requiring immediate attention or isolation for further evaluation.
- 2) Confirm that the strike team/task force leader has completed check-out with all sections and has returned cache equipment.
- 3) Confirm personnel tracking form rosters are correct.

## d) OSFM AOC

- 1) Notify Fire Defense Board Chiefs that their resources are being demobilized. Give departure times and estimated arrival times to home units.
- 2) Notify Fire Defense Board Chiefs that all resources are back at their duty stations.

## e) Fire Defense Board Chief (of Responders)

- 1) Assist local fire chiefs as needed to file proper reports with the Office of State Fire Marshal.
- 2) Notify personnel of time, date, and place of post-incident analysis.

## f) Engine boss/company officer

- 1) Each engine boss company officer shall report by radio or telephone to the State Fire Marshal Agency Operations Center the date and time personnel and apparatus returned to quarters.

## g) Fire Defense Board Chief (of receiving district)

- 1) Coordinate return of defense district resources to mutual aid status.
- 2) Arrange for post-incident analysis in conjunction with the incident commander(s).

**2. Debriefing**

Debriefing should assemble critical information and lessons learned for future reference and use. Debriefing should include:

- a) If any hazardous materials have been encountered or involved, provide information for personnel exposure records;
- b) Evaluate personnel and confirm status of any injuries or illness prior to release. May include critical incident stress activities and follow-up personnel names and phone numbers for future critical incident stress debriefing; and
- c) Summarize the activities of each section, strike team, task force, or other personnel and equipment, including topics for follow-up and positive reinforcement of their part in the incident. Provide written performance evaluations.

### **3. Deactivation of State Fire Marshal's Agency Operations Center**

The Office of State Fire Marshal Agency Operations Center will be deactivated when:

- a) The emergency incident is under control as determined by the state fire chief and the on-scene incident commander, or
- b) A state of emergency involving the emergency incident no longer exists as declared by the Governor, and
- c) All mobile resource support has returned to originating fire departments or home bases.

### **4. Administrative Records**

When the governor authorizes mobile support under the provisions of the Emergency Conflagration Act, the fire chief of each political subdivision directed to furnish assistance shall keep accurate records of units dispatched, personnel and time employed, distances traveled, motor fuels consumed, supplies and repairs required, and other expenses incurred by the emergency operation. Such records shall cover the period of the emergency. All expenses incurred under the Act shall be reported within 60 days of the end of the emergency.

**Oregon Fire Service Mobilization Plan**  
*List of Appendices*

- Appendix A - Fire Defense Board District and Chief Responsibilities
- Appendix B - Mutual Aid
- Appendix C - Fiscal Responsibility
- Appendix D - Transportation Cost Schedule
- Appendix E - Glossary
- Appendix F - Interface Position Qualifications
- Appendix G - Interface Equipment Standards
- Appendix H - Communications (Fire Net)
- Appendix I - Task Force/Strike Team Resources
- Appendix J - Emergency and Audible Signaling/Terminology

## **FIRE DEFENSE BOARD DISTRICTS AND RESPONSIBILITIES**

For purposes of this Mobilization Plan, the state has been divided into fire defense districts composed of one or more counties or portions of counties. The fire chiefs in each fire defense district elect a Fire Defense Board Chief, who reports to the state fire marshal to implement this plan. (See fire defense district map at the end of this section.)

### **1. Local Fire Service**

The local fire chief is charged with the following responsibilities:

- a) Serve as a member of the Fire Defense Board district
- b) Prepare the jurisdiction's firefighting organization to function as a part of the state fire service. Such preparation shall include, but not be limited to:
  - 1) Planning emergency responses;
  - 2) Negotiating necessary mutual aid agreements for protection of the jurisdiction;
  - 3) Conducting test exercises needed to ensure efficient operation of emergency plans;
  - 4) Training and equipping personnel for emergency response outside the jurisdiction , including conflagrations; and
  - 5) Preparing for logistical support for large scale emergencies.
- c) Maintain a current inventory of personnel and equipment committed as firefighting resources. Inventories shall be forwarded to the Fire Defense Board Chief at least annually.
- d) Assure that all equipment dispatched is in good repair and meets applicable standards.
  - 1) Dispatch to any response only those personnel who are properly equipped and meet training standards specified in the mobilization plan.
  - 2) Assure that all personnel dispatched are covered by the fire district's workers' compensation insurance.

### **2. Fire Defense District Board**

The Fire Defense District Board is comprised of the local fire chiefs within the district or a chief officer who has authority to make decisions on behalf of a fire chief. The state fire marshal or a designated representative shall be an ex-officio member of all fire defense district boards. The state forester may name a representative to each fire defense district board.

The Fire Defense District Board is charged with the following responsibilities:

- a) Elect one fire department chief or a chief officer who has authority to make decisions on behalf of a fire chief and alternate to serve a two or three-year term as Fire Defense Board Chief. Each fire defense district board member shall have one vote in any election. Elections shall be held in 1991 and every third year thereafter (2012, 2015, 2018 etc.), or as needed. Should a vacancy occur, a new Fire Defense Board Chief shall be elected to fill the unexpired portion of that three-year term. The election to fill a vacancy shall be held no later than one month following the vacancy. The Fire Defense Board shall report the name of any newly elected Fire Defense Board Chief to the state fire marshal within five working days. If at any time a vacancy occurs for more than one month, the state fire marshal may directly appoint a Fire Defense Board Chief until an election can be held.
- b) Conduct semi-annual meetings of the fire defense district board and other meetings as necessary.
- c) Assign the Fire Defense Board Chief the responsibility of overseeing the conduct of district Fire Defense Board functions.
- d) Develop a district fire service plan that has provisions permitting departments to respond with mutual aid forces upon request of a local fire service within the district. Such district fire service plans may have provisions permitting departments to respond with mutual aid forces across county and district boundaries.
- e) Maintain liaison with other agencies capable of augmenting or supporting firefighting resources. These agencies may include the Oregon Department of Forestry; the U.S. Forest Service; local, county and state emergency managers; and others. It is highly recommended that each Fire Defense Board play an active role in their county emergency management program. This active role should include insistence on a comprehensive all hazards county emergency management plan. A Fire coordinator should be in the EOC.
- f) Administer the Mobilization Plan within established boundaries.
  - 1) Develop plans for mobilization requests and conduct test exercises as necessary to insure efficient operation of the Mobilization Plan.
  - 2) Provide expedient procedures for providing logistical support when receiving emergency aid.
  - 3) Maintain accurate inventories of firefighting equipment within the district. Equipment shall be listed by type.
  - 4) Maintain response procedures for alert and mobilization of firefighting equipment and personnel.
- g) Conform to the standards of the Mobilization Plan and, when applicable, the statewide fire communications network (FIRE NET).

### **3. Fire Defense Board Chief**

The Fire Defense Board Chief is the leader of the district Fire Defense Board as elected by the board and confirmed by the state fire marshal.

The Fire Defense District Board Chief is charged with the following responsibilities:

- a) Shall be NIMS compliant.
- b) Shall execute the Oregon Fire Service Mobilization Plan according to the requirements and standards identified herein.
- c) Shall serve as a member of the State Fire Defense Board.
- d) Shall notify the Office of State Fire Marshal if the district is not able to meet the requirements or able to provide support.

### **4. State Fire Defense Board**

The State Fire Defense Board is comprised of the state fire chief, the state forester, and the Fire Defense Board Chief.

State Fire Defense Board is charged with the following responsibilities:

- a) Plan for the utilization of fire resources within the state;
- b) Serve as an advisory body to the state fire chief for operational procedures relative to the Mobilization Plan;
- c) Promote the latest technology and use of a statewide fire communications network;
- d) Coordinate activities of the fire defense district boards.

### **5. State Fire Chief**

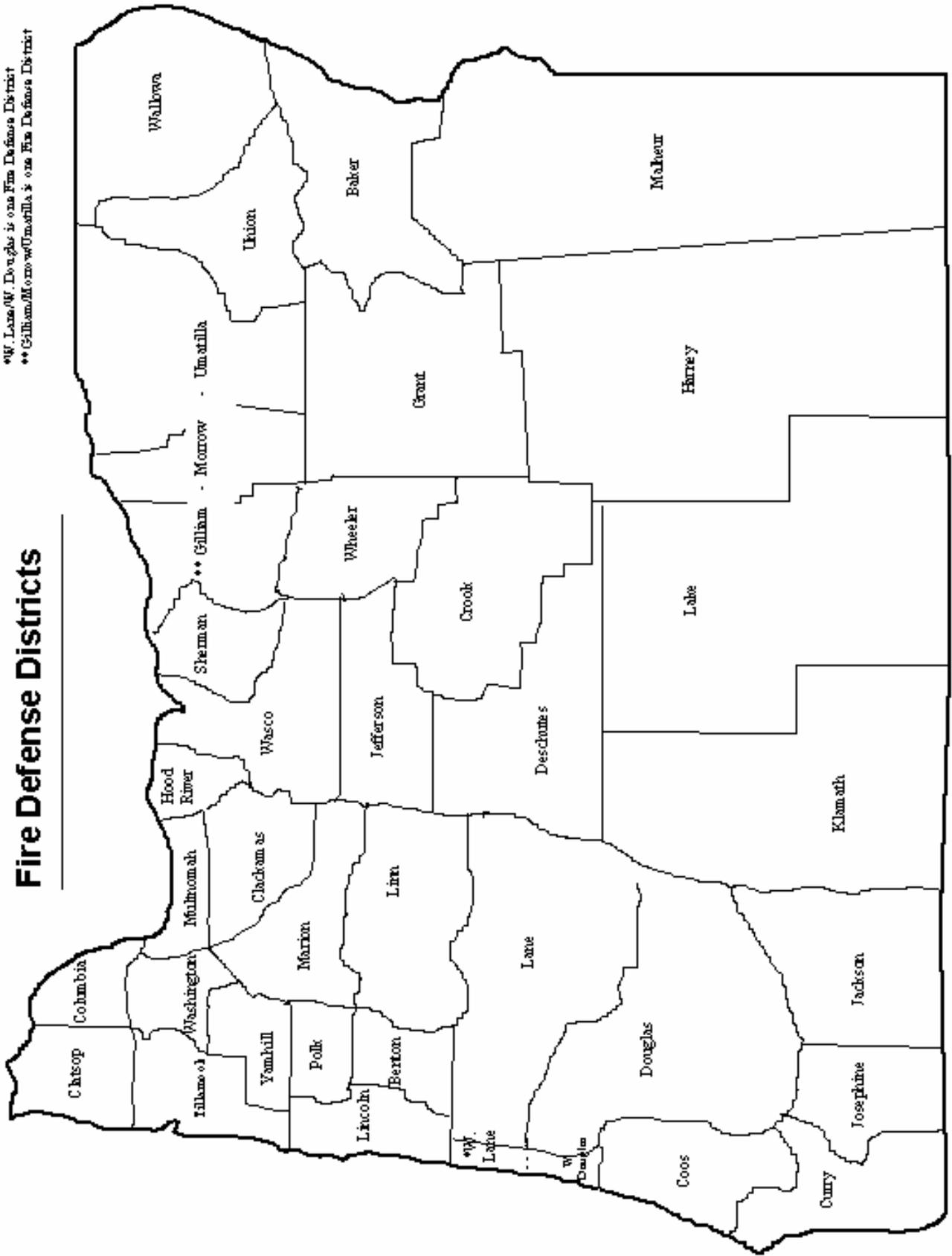
The State Fire Chief is the State Fire Marshal. The State Fire Chief is charged with the following responsibilities:

- 1) Divide the state into fire defense districts and establish boundaries for representation to the state Fire Defense Board;
- 2) Serve as chair of the State Fire Defense Board;
- 3) Distribute operational and planning directives throughout the state fire service;
- 4) Establish a recommended hourly rate for apparatus operating costs pursuant to advice from the state fire defense board. The rate schedule may be revised as necessary to reflect actual operating costs;

- 5) Maintain alerting, tracking and mobilization procedures;
- 6) Communicate with and hold meetings of the state Fire Defense Board as necessary;
- 6) Establish and maintain incident management teams to ensure safe, effective and efficient use of state mobilized resources;
- 7) Serve as the liaison to Oregon Emergency Management as Chief of Fire Services; and
- 8) Serve as the liaison with state and federal fire protection agencies.

# Fire Defense Districts

\*W. Lane/Cl. Douglas is one Fire Defense District  
 \*\* Gilliam/Morrow/Umatilla is one Fire Defense District



## MUTUAL AID

### 1. Overview

The State Fire Marshal encourages Oregon fire departments that respond outside their jurisdictions to enter into formal mutual aid agreements.

ORS 190.010 authorizes local governments to enter into agreements with neighboring governmental entities for the performance of any and all functions which the parties to the agreement are authorized to perform.

In accordance with this statute, fire service districts enter into mutual aid agreements for services, including emergencies which have the potential to overwhelm the resource capabilities within a single district. These agreements are integral parts of the Mobilization Plan as administered by the Office of State Fire Marshal.

The model mutual aid agreement which follows is intended as a basis to develop agreements between local fire service districts. While the model encourages uniformity of agreements throughout the state, local agencies may revise it to meet their specific needs.

The model in no way invalidates mutual aid agreements already in existence. Rather, it is a tool to assist in the development of future agreements.

### 2. Mutual Aid Agreement

#### **MODEL MUTUAL AID AGREEMENT** (Model only; may be revised to meet local needs)

#### 1.0 INTRODUCTION

WHEREAS, certain disasters have the potential of outstripping the capacity of any community to effectively protect life and property,

WHEREAS, the parties desire to combine and coordinate their resources for responses to disasters occurring in their jurisdictions,

NOW, THEREFORE, under the authority of ORS Chapter 190, it is agreed between the parties as follows:

This Agreement shall be effective on the date signed by all parties, and shall be effective as to each additional party as provided in Section 18 of this Agreement, and is entered into for the purpose of securing to each party periodic emergency assistance for response to emergencies resulting from any cause.

#### 2.0 AUTHORITY

This Agreement is entered into under the authority granted to the parties by their respective charters and/or Oregon Revised Statutes (ORS). Further, ORS 190.010 authorizes units of local government to enter into written agreements with any other units of local government for the purpose of any and all functions and activities that the parties to the agreement, its officers or agencies, have authority to perform, and ORS 190.010 authorizes units of state and local governments to enter into agreements with each other to cooperate in the performance of their duties. Additionally, ORS Chapters 453, 476 and 401 authorize the State Fire Marshal and the Administrator of the Oregon Emergency Management to develop comprehensive statewide

plans for the protection of life and property during disasters. This Agreement is intended to be consistent with, and supportive of, such state Contingency plans.

### 3.0 SCOPE OF AGREEMENT

This Agreement, being in conformance with the Oregon Fire Service Mobilization Plan as adopted by the State Fire Marshal, shall include the following types and kinds of mutual aid assistance, and operating terms and conditions.

#### 3.1 TYPE OF EQUIPMENT AND PERSONNEL.

The parties hereto agree to provide to all other parties to this Agreement personnel and equipment as described in Attachment "A" which is incorporated herein by this reference. Further, the parties hereto recognize and agree that such personnel and equipment shall be periodically unavailable under this Agreement due to normal operating requirements. However, when any significant change occurs to the available equipment and/or personnel which shall last more than thirty (30) days, the party experiencing such change shall notify all other parties to this Agreement.

#### 3.2 GOOD FAITH.

Each of the parties hereto agrees to attempt to furnish to a requesting party such assistance as the requesting party may deem reasonable and necessary to successfully abate an emergency in the requesting party's jurisdiction. Provided, however, that the party to whom the request is made shall have sole discretion to refuse such request if sending such assistance may lead to an unreasonable reduction in the level of protection within its jurisdiction, and provided further that a state or local agency may refuse a request for assistance if necessary to comply with any limitations on the use of dedicated funds by that agency.

#### 3.3 DISPATCHING.

It is agreed by the parties hereto that mutual aid assistance, when to be sent, shall be dispatched promptly and that first response by the jurisdiction requesting assistance shall not be a prerequisite to a request for assistance under this Agreement.

#### 3.4 SUPERVISION.

When personnel and/or equipment are furnished under this Agreement, the agency having incident command responsibility for the incident shall have overall supervision of mutual aid personnel and equipment during the period such incident is still in progress. Provided, however, when officers from the requesting jurisdiction have not arrived at the scene of the incident, the commanding officer of the jurisdiction arriving first to provide mutual aid assistance shall be in command of the incident until relieved. Further, "supervision" as used in this section refers to conduct of the mission. Each person participating in the mission remains an employee of that person's employing agency and is subject to the personnel policies solely of that employing agency.

### 4.0 WAIVERS

#### 4.1 GENERAL WAIVERS.

Each party to this Agreement waives all claims against all other parties to this Agreement for compensation for any loss, damage, personal injury, or death occurring to personnel and/or equipment as a consequence of the performance of this Agreement.

#### 4.2 HOLD HARMLESS.

Any requesting party shall, to the extent permitted by any applicable constitutional or Tort Claims Act limitation, save and hold harmless any responding party against any and all claims or actions brought against the responding party, arising out of the responding party's efforts, except to the extent that such claims or actions arise out of any willful misconduct or grossly negligent action on the part of the responding party.

#### 4.3 WORKERS' COMPENSATION.

Each party to this Agreement agrees to provide workers' compensation insurance coverage to each of its employees and volunteers, and responding under this agreement recognizes that although overall incident command supervision will usually be provided by the jurisdiction in which the incident occurs, supervision of individual employees will be provided by their regular supervisors. The intent of this provision is to prevent the creation of "special employer" relationships under Oregon workers' compensation law.

#### 5.0 REFUSALS TO PERFORM

This is a mutual aid agreement and it is assumed that all available assistance will generally be provided. Nothing, however, in this Agreement shall be construed to prevent a party to whom a request for assistance is made from refusing to respond when that is appropriate in its sole determination. In addition, any responding party may refuse to perform any specific task when, in the sole determination of the responding party's commanding officer, response would create an unreasonable risk of danger to the responding party's employees and/or equipment or any third party.

#### 6.0 COMPENSATION

The parties agree that the personnel and equipment available under this agreement are roughly equivalent and agree that the availability and provision of such constitute consideration under this agreement.

#### 7.0 TERMINATION

Any party hereto may terminate this Agreement at any time by giving thirty (30) days' notice of the intention to do so to any and all other parties. Such notice shall be sent to the governing body of the other parties and a copy thereof to the chief of the department of the parties notified. This agreement will remain in effect so long as there are at least two parties remaining.

#### 8.0 EXTRA JURISDICTIONAL OPERATING AUTHORITY

The parties hereto recognize and agree that ORS Chapters 190, 453, and 476 extend the powers and authorities of the parties herein beyond their regular jurisdictions when operating under this Agreement.

#### 9.0 COST RECOVERY

The parties hereto agree that any cost recovery actions brought by responding jurisdictions under this Agreement against third parties shall be coordinated by the jurisdiction in which the incident giving rise to the response occurred.

#### 10.0 RETIREMENT SYSTEM STATUS

The parties hereto recognize and agree that under this Agreement public employee retirement benefits and social security benefits accrue in the manner prescribed by the employee's regular employment and are the responsibility of the regular employer as if the employee were performing the employee's regular duties. No additional benefits arise due to participation in assistance under this Agreement.

#### 11.0 ASSIGNMENTS/SUBCONTRACTS

Except as expressly provided herein, the parties hereto recognize and agree not to assign, sell, transfer, subcontract or sublet rights, or delegate responsibilities under this Agreement, in whole or in part, without the prior written approval of the other parties hereto.

#### 12.0 SUCCESSORS IN INTEREST

The provisions of this Agreement shall be binding upon and inure to the benefit of all other parties to the Agreement and the respective successors and assigns.

#### 13.0 COMPLIANCE WITH GOVERNMENT REGULATIONS

Each party to this Agreement agrees to comply with federal, state and local laws, codes, regulations, and ordinances applicable to the work performed under this Agreement.

#### 14.0 FORCE MAJEURE

No party to this Agreement shall be held responsible for delay or default caused by fires, riots, acts of God and/or war which is beyond the reasonable control of the parties.

#### 15.0 SEVERABILITY

If any provision of this Agreement is declared by a court having jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected; the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

#### 16.0 AMENDMENTS

The terms and conditions of this Agreement shall not be waived, altered, modified, supplemented, or amended in any manner whatsoever without prior written approval of the parties hereto.

#### 17.0 DISPUTE RESOLUTION

This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon as interpreted by the Oregon courts. However, the parties may attempt to resolve any dispute arising under this Agreement by any appropriate means of dispute resolution, except binding arbitration.

#### 18.0 SIGNATURES

The undersigned warrant and represent that they are duly authorized to bind the agency represented by the undersigned as a party to this Agreement, and that the agency represented by the undersigned as a party to this Agreement, and that the agency represented by the undersigned is authorized to participate in and carry out the functions required by this Agreement.

All signatures shall be executed in counterparts, using the form appearing on the next page hereto or another substantially in that form.

**SIGNATURE PAGE FOR MUTUAL AID AGREEMENT**

---

PARTICIPATING AGENCY

---

NAME AND TITLE

---

SIGNATURE

---

DATE

---

PARTICIPATING AGENCY

---

NAME AND TITLE

---

SIGNATURE

---

DATE

[Add signature blocks as needed]

## **REIMBURSEMENT**

### **1. General Information**

When the governor authorizes mobile support under the provisions of the Act, the Fire Chief of each political subdivision directed to furnish assistance shall keep accurate records of expenditures. Such records shall cover the entire period of the emergency, from the departure time through demobilization and return to home base.

### **2. Requirements of Fire Departments for Reimbursement**

- a) Documentation
  - Complete and accurate FSP-01 signed by the OSFM IMT.
  - Receipts for approved expenses. All expenses must have been approved by the IMT before purchase.
  - Documentation for damage or loss incurred during mobilization.
- b) Each jurisdiction shall obtain and maintain in full force and effect adequate public liability and property damage insurance or self insurance to cover claims for injury to persons or damage to property arising from activities associated through the Act or state of emergency.
- c) Each jurisdiction shall be responsible for the acts of its own employees.
- d) Each jurisdiction shall compensate all personnel the exact amounts as submitted for reimbursement to the Office of State Fire Marshal on the billing packet. On-site audits by FEMA or Office of State Fire Marshal may be conducted to assure compliance.

### **3. Submitting the Billing Packet**

- a) OSFM will email reimbursement billing packets to the Fire Chief of each jurisdiction that was mobilized. Agencies have 60 days from the emailed date to complete the billing packets and return to Office of State Fire Marshal for reimbursement.
- b) Procedures for completing the billing packet will be included with the billing packet.

### **4. Allowable reimbursements**

- a) Mobilized resources- Apparatus and personnel reimbursements begin when the resources leave their county staging area.
  - Career Firefighters-The state shall reimburse for the compensation paid to employees for the time such aid prevents them from performing their duties in the political subdivision by which they are employed.
  - Volunteers-The state will reimburse volunteers at a rate of \$15/hour for the actual number of hours they are in service on a mobilization up to 40 hours. After 40 hours on a mobilization, reimbursement will be \$22.50/hour.

- Recalled Off-Duty Personnel -Reimbursement for recalled off-duty firefighters and substitute firefighters may be reimbursed.
  - Replacement Personnel- The state will reimburse only the cost for the mobilized firefighters' mobilization travel, one firefighter's assigned time at the incident, and the replacement's demobilization travel time. All expenses to make the replacement are at the jurisdiction's expense.
- b) Mutual Aid Taskforce and Strike teams Apparatus and personnel will be reimbursed if they are considered part of the conflagration response. This decision will be made by the Chief Deputy during the initial request for conflagration. All mutual aid task forces and strike teams that will be considered part of the response will need to check in with the incident management team.
- c) Claims  
For loss or damage that occurs on a mobilization, between check in time to demobilization time. Claims must be reported to and investigated by the IMT. Loss or damage also must be noted on the FSP-01.
- d) Miscellaneous Expenses  
The state shall reimburse the political subdivision supplying such aid for travel and maintenance expenses paid to employees supplied under ORS 476.520 to 476.590. All miscellaneous expenses not identified must be supported by documentation and receipts. The Office of State Fire Marshal will make the final determination on approving miscellaneous expenses. These expenses during travel shall not exceed State Department of Administrative Services travel and per diem rates. Requests shall be supported by receipts and worksheets or detailed explanations. (ORS 476.560)

## **5. Non- Allowable Reimbursement**

- a) Meals and fuel to and from the incident. Fuel will be reimbursed if there is not fuel at the incident or pre-approved by the AOC.
- b) Meals individuals choose to purchase in lieu of meals provided by the fire incident management team.
- c) Expenses for personal care, clothing items, personal cell phones or other incidentals.
- d) Expenses for required personal protection and safety equipment.
- e) When a private vehicle is used and approved by the AOC, the state reimburses mileage only.

## **6. Forms**

Incident responders shall submit all billing information and reports on forms provided by the Office of State Fire Marshal. OSFM will ensure forms are sent electronically to responding agencies. The FSP-01 is generated by the responders. Submit the hard card original.

## **7. Workers' Compensation**

Whether responding personnel are full-time, paid employees or municipal volunteers covered by election under ORS 656.031, the home district remains the responsible entity for personnel mobilized under the Conflagration Act. All necessary insurances and workers' compensation policies shall be kept in force by the political subdivision for which personnel are dispatched. These paid employees and volunteers were recruited and trained by the district and continue to be part of the district's operation and under the administrative control of the district. Most fire districts in Oregon have elected coverage for their volunteers under ORS 656.031. The Office of State Fire Marshal does not allow the mobilization of volunteers under the Emergency Conflagration Act whose home districts do not elect workers' compensation insurance coverage.

If an employee or volunteer is injured or killed during a conflagration response, medical and lost time benefits (if any) are under the responders' home district workers' compensation insurance coverage. Volunteers should be informed that, regardless of pay received for conflagration responses, premiums and lost time benefits are based solely on the assumed monthly wage elected by the district.

## **8. Reimbursement Timelines**

Agencies have 60 days from the emailed date to complete the billing packets and return to Office of State Fire Marshal for reimbursement.

After the Office of State Fire Marshal has processed and audited the reimbursement packets and expenditures are authorized, the OSP accounting department will issue reimbursement checks to the fire jurisdiction.

To insure the orderly processing of reimbursement requests, the OSFM shall collect reimbursement billing packets from responding fire departments and audit all charges. This process will be coordinated with any involved local, state or federal agencies. A record of all back-up accounting information (agreements, tally of notices of claims and invoices and approved payments) shall be made part of the written documentation specified above.

## **9. Personnel Reimbursement Costs**

During the course of rendering aid and assistance through the Act or a governor-declared state of emergency:

- a) The use of personnel or equipment of each jurisdiction shall be at the risk of that jurisdiction.
- b) Each jurisdiction shall obtain and maintain in full force and effect adequate public liability and property damage insurance or self insurance to cover claims for injury to persons or damage to property arising to activities associated through the Act or state of emergency.
- c) Each jurisdiction shall be responsible for the acts of its own employees.
- d) Each jurisdiction shall compensate all personnel the exact amounts as submitted for reimbursement to the Office of State Fire Marshal on the Personnel Support Cost Summary.

## 10. Equipment Rates

These rates are for equipment in good mechanical condition complete with all required attachments. Each rate includes costs for ownership and operation of equipment, including depreciation, overhead, all maintenance, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Fuel will be provided while at the incident. In addition all claims deemed to be a result of the incident will be reimbursed.

RESOURCE: Engine, Fire (Pumper)								
CATEGORY:		Firefighting (ESF #4)			KIND:	Equipment		
MINIMUM CAPABILITIES:		<i>NIMS</i> TYPE I \$100/hr	<i>NIMS</i> TYPE II \$80/hr	<i>NIMS</i> TYPE III \$60/hr	<i>NIMS</i> TYPE IV \$40/hr	<i>NWCG</i> TYPE V \$30/hr	<i>NWCG</i> TYPE VI \$25/hr	<i>NWCG</i> TYPE VII \$20/hr
Component								
Equipment	Pump Capacity	1000 gpm	500 gpm	120 gpm	70 gpm	50	50	10
Equipment	Tank Capacity	400 Gal	400 Gal	500 Gal	750 Gal	400	150	50
Equipment	Hose 2.5 in	1200ft	1000ft	-	-	-	-	-
Equipment	Hose 1.5 in	400ft	500ft	1000ft	300ft	300ft	300ft	-
Equipment	Hose 1 in	200ft	300ft	800ft	300ft	300ft	300ft	200ft
Personnel	Personnel	4	3	3	2	2	2	2

RESOURCE: Water Tender, Firefighting (Tanker)				
CATEGORY:		Firefighting (ESF #4)		
MINIMUM CAPABILITIES:		<i>NIMS</i> TYPE I \$70/hr	<i>NIMS</i> TYPE II \$50/hr	<i>NIMS</i> TYPE III \$30/hr
Component				
Equipment	Pump Capacity	300 gpm	200 gpm	50 gpm
Equipment	Tank Capacity	2000 gallons	1000 gallons	1000 gallons
Personnel	Personnel	2	2	2

RESOURCE: Fire Truck, Aerial (Ladder or Platform)				
CATEGORY:		Firefighting (ESF #4)		
MINIMUM CAPABILITIES:		<i>NIMS</i> TYPE I \$150/hr	<i>NIMS</i> TYPE II \$100/hr	
Component				
Personnel	Number	4	4	-
Equipment	Aerial	75 ft	50 ft.	-
	Elevated Stream	500 gpm	500 gpm	-
	Ground Ladders	115 ft	115 ft	-

RESOURCE: Crew Transport (Firefighting Crew)				
CATEGORY:	Firefighting (ESF #4)			
MINIMUM CAPABILITIES:		<i>NIMS</i>	<i>NIMS</i> TYPE II	<i>NIMS</i> TYPE III
Component		TYPE I \$25/hr	\$20/hr	\$15/hr
Personnel	Passengers	30	20	10

RESOURCE: Equipment Transport (Firefighting support equipment)				
CATEGORY:	Firefighting (ESF #4)			
MINIMUM CAPABILITIES:				
Component		TYPE I \$100/hr*	TYPE II \$20/hr*	
	Configuration	Tractor Trailer	Pull Trailer	-

\*Rate only applies to actual time in Transit

RESOURCE: Command Vehicle				
CATEGORY:	Firefighting (ESF #4)			
MINIMUM CAPABILITIES:				
Component		TYPE I \$100/hr	TYPE II \$100/hr	TYPE III \$15/hr
Equipment	Vehicle	Motor home type vehicle or bus	Trailer Type vehicle generator equipped	Explorer, Suburban or van type vehicle

Specialized equipment or apparatus shall be at a rate negotiated with the Office of State Fire Marshal, e.g., mobile communication, maintenance/repair, fuel, city service, aircraft fire, chemical, investigation, HazMat, tow truck, air system, power plants.

\*\*Note: Apparatus not matching typing criteria (pump [GPM] or tank [gallons]) will be classified to the most restrictive type. e.g., an engine with a pump of 100 GPM with a 300 gallon tank would be classed as a Type VI engine. A tender with a 250 GPM pump and 5000 gallon tank would be classed as a Type II tender.

\*\*Note: When a private vehicle is used, the state reimburses mileage only.

RESOURCE: Ambulance (Ground)									
CATEGORY:		Health & Medical (ESF #8)		KIND:		Vehicle/Team			
MINIMUM CAPABILITIES:		NIMS TYPE I \$55/hr		NIMS TYPE II \$55/hr		NIMS TYPE III \$45/hr		NIMS TYPE IV \$45/hr	
Component									
Personnel	Number	1 ALS practitioner and 1 EMT Meets or exceeds standards as addressed by EPA, OSHA and NFPA 471, 472, 473 and 29 CFR 1910, 120 ETA 3-11 to work in HazMat Level B and specific threat conditions All immunized in accordance with CDC core adult immunizations and specific threat as commensurate with the mission assignment.		1 ALS practitioner and 1 EMT		2 ( 1 EMT and 1 EMR) Meets or exceeds standards as addressed by EPA, OSHA and NFPA 471, 472, 473 and 29 CFR 1910, 120 ETA 3-11 to work in HazMat Level B and specific threat conditions All immunized in accordance with CDC core adult immunizations and specific threat as commensurate with the mission assignment.		2 ( 1 EMT and 1 EMR)	
<b>Team</b> Request for Mutual Aid should specify specialty services as needed.	Team experienced and actively involved in the care and transportation of EMS patients. Specialty care provided based on assessment of patient needs by the requesting state	Advanced Life Support		Advanced Life Support		Basic Life Support		Basic Life Support	
Overall Function	Provides out-of-hospital emergency medical care, evacuation, and transportation services via licensed EMS service	Capable of providing clinical and transportation services in hazardous material environments to a range of patient conditions, includes vehicle, staff, equipment, and supplies.		Capable of providing clinical and transportation services to a range of patient conditions, includes vehicle, staff, equipment, and supplies.		Capable of providing clinical and transportation services in hazardous material environments to a range of patient conditions, includes vehicle, staff, equipment, and supplies.		Capable of providing clinical and transportation services to a range of patient conditions, includes vehicle, staff, equipment, and supplies.	

Type I – Heavy floor construction, pre-cast concrete construction, steel frame construction, high angle rope rescue (including highline systems), confined space rescue (permit required), mass transportation rescue.

Type II – Heavy wall construction, high angle rope rescue (not including highline systems), confined space rescue (not including highline systems), confined space rescue (no permit required), trench and excavation rescue.

Type III – Light frame construction, low angle or one person load rope rescue.

Type IV – Surface rescue, non-structural entrapment in non-collapsed structures.

RESOURCE: Rescue Vehicle									
CATEGORY:		Firefighting (ESF #4)		KIND:		Equipment			
MINIMUM CAPABILITIES:		TYPE I \$150/hr		TYPE II \$100/hr		TYPE III \$40/hr		TYPE IV \$25	
Component									
Equipment	Rescue Vehicle	Heavy		Medium		Light		Basic	

RESOURCE: Watercraft						
CATEGORY:		Firefighting (ESF #4)			KIND:	Equipment
MINIMUM CAPABILITIES:		TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
Component		TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
Equipment	Costs to be determined	24' Rigid Hull/ Motorized	18' - 24' Rigid Hull/ Inflatable Motorized	12'- 18' Jonboat Motorized	PWC Motorized	Rapid Deployment Craft Non-Motorized

Type I – with fire suppression capabilities, capacity for 5+ victims, 3+ crew, launch ramp required

Type II – with fire suppression capabilities, capacity for 3-5 victims, 3 crew, launch ramp required

Type III – with fire suppression capabilities, capacity for 3 victims, 3 crew, hand launch

Type IV – capacity for 1 victim, 1 crew, hand launch

Type V – capacity for 2+ victims, 2 crew, hand launch

**TRANSPORTATION COST SCHEDULE**

**OREGON SAMPLE SUMMARY FIRE CHARGE FORM  
INCIDENT COST ANALYSIS  
Unprotected Areas and Transportation Routes**

**Part 1: Incident Information**

Incident Number: \_\_\_\_\_ Dispatch Time: \_\_\_\_\_ Recall Time: \_\_\_\_\_ Date: \_\_\_\_\_

Incident Address or Location: \_\_\_\_\_  
 Type of Occupancy: \_\_\_\_\_  
 Legal Description: \_\_\_\_\_ Incident Description: \_\_\_\_\_  
 Property Owner \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ St./Zip \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

**Cost Schedule**

**Part 2: Apparatus Cost Information**

1. List each piece of apparatus separately.
2. The cost for each piece of apparatus is computed as follows:

Step 1:  $b - a = c$

Return time (b) minus dispatch time (a) equals total time (c).

Step 2:  $c \times d = e$

Total time (c) times cost per hour (d)\* equals cost per apparatus (e).

	a	b	c	d*	e
Apparatus/Type Description:	Dispatch Time:	Return Time:	Total Time:	Cost Per Hour:	Cost Per Apparatus
			x	=	
			x	=	
			x	=	
			x	=	
			x	=	
			x	=	
			x	=	
<b>Total Apparatus Cost:</b>					

\* Reference: State Fire Service Mobilization Plan, Hourly Rate Cost Schedule

**Personnel Cost Information**

1. Volunteer firefighter classes shall use \$15.00 per hour as the total cost per hour (e) factor when computing personnel costs.
2. Paid firefighter classes shall use their current pay rates plus a fringe benefit hourly factor as the cost per hour (e) factor when computing personnel costs.
3. Any overtime or special pay costs incurred by the service provider may be computed on the blank lines and added to the total personnel costs.
4. Each firefighter class is computed as follows:

Step 1:  $b - a = c$

Return time (b) minus dispatch time (a) equal total time (c).

Step 2:  $c \times d \times e = f$

Total time (c) times number of firefighters used (d) times cost per hour (e) equals total cost per FF class (f).

	a	b	c	d	e	f
Firefighter Class:	Dispatch Time	Return Time	Total Time	Number Used	Cost Per Hour	Cost Per FF Class
Firefighter				x	x	=
Fire Engineer				x	x	=
Lieutenant				x	x	=
Captain				x	x	=
Battalion Chief				x	x	=
Fire Marshal				x	x	=
Chief				x	x	=
Other				x	x	=
<b>Total Personnel Costs:</b>						

**Summary**

Section 1 Direct Costs

Section 1.1 Apparatus Cost

Total Emergency Response Apparatus Cost (from part 2):	Total Cost \$
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Section 1.2 Personnel Cost

Total Emergency Response Personnel Cost (from part 3):	Total Cost \$
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Section 1.3 Miscellaneous Supplies & Services

	Amount	Unit Cost	Total Cost

Total Miscellaneous Supplies & Services	\$
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Section 2 Indirect Costs

Section 2.1 Base Availability Rate

Response Availability Cost	Hourly Rate (State Average) \$15.57	Total Hours	Total Cost \$
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Section 2.2 Support Service Charge

Support Services Cost Per Incident (state average)	Total Cost \$255.36
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Total Incident Cost - Direct & Indirect	
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## GLOSSARY

This glossary contains definitions of terms used in the Mobilization Plan and those frequently used in Incident Command System (ICS) documents.

**Aerial Torch:** An ignition device suspended under a helicopter and capable of dispensing ignited fuel to the ground for assistance in burnout or backfiring. (ICS)

**Agency Operations Center (AOC):** The Oregon Office of State Fire Marshal Agency Operations Center, from which structural and wildland fire and emergency units are dispatched, coordinated and supported.

**Agency Representative:** An individual from an assisting or cooperating agency assigned to an incident with delegated full authority to make decisions on all matters affecting that agency's participation at the incident. Agency representatives report to the incident liaison officer. (ICS)

**Air Tanker:** Any fixed-wing aircraft, certified by the FAA, as being capable of transport and delivery of fire retardant solutions. (ICS)

**Allocated Resources:** Resources dispatched to an incident that have not checked in with the incident communications center. (ICS)

**Assigned Resources:** Resources dispatched to an incident that have been checked in and assigned work tasks. (ICS)

**Assisting Agency:** An agency directly contributing suppression, rescue, support or service resources to another agency. (ICS)

**Available Resources:** Resources assigned to an incident and available for an assignment. (ICS)

**Branch:** The organizational level with functional/geographic responsibilities for major segments of incident operations. The branch level is organizationally between section and division/group. (ICS)

**Brush Patrol:** Any light mobile unit which has limited pumping and water capacity for off-road operations. (ICS)

**Camp:** A geographical site within the general incident area (separate from the base) with equipment and staff to provide food, water, and sanitary service to incident personnel. (ICS)

**Compressed Air Foam Systems (CAFS):** A generic team used to describe foam systems consisting of an air compressor (or air source), a water pump, and foam solution.

**Conflagration:** A large and destructive fire beyond the capabilities of local mutual aid.

**Check-in:** Locations where assigned resources check in at an incident. Check-in locations are: Incident Command Post (resources unit), incident base, K-camps, staging areas, helibases, and division supervisors (for direct line assignments). Check in at one location only. (ICS)

**Clear Text:** The use of plain English in radio communication transmissions. No "ten-codes," or agency-specific codes are used when using clear text. (ICS)

**Command:** Directing, ordering and/or controlling resources by virtue of explicit legal, agency, or delegated authority. (ICS)

**Command Post:** See Incident Command Post.

**Command Staff:** The command staff consists of the information officer, safety officer, and liaison officer. They report directly to the incident commander. (ICS)

**Comm Unit (Communications Unit):** A vehicle (trailer or mobile van) used to provide the major part of an incident communications center. (ICS)

**Company:** Any piece of equipment having a full complement of personnel. (ICS)

**Cooperating Agency:** An agency supplying assistance other than direct suppression, rescue, support, or service functions to the incident control effort (e.g., Red Cross, law enforcement agency, telephone company, etc.) (ICS)

**Coordination:** The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority (for its decision) of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or inter-agency) does not, in and of itself, involve command dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within legal limits as established by specific agency delegations, procedures, legal authority, etc. (ICS)

**Crew Transport:** Any vehicle capable of transporting personnel in specified numbers. (ICS)

**Damage Assessment:** The appraisal or determination of the actual damage or loss resulting from an emergency or disaster. This estimate of the damages to a geographic area is made after a disaster has occurred, and serves as the basis of the governor's request for a Presidential Disaster Declaration.

**Disaster Application Center:** An office established in the disaster area where individual disaster victims may receive information on available assistance and apply for programs for which they are eligible. The Disaster Application Center will house representatives of federal, state, local, and volunteer agencies that deal directly with the needs of individual victims. State and local government agencies affected by a disaster also apply for federal "public assistance" funds through the Disaster Application Center.

**Disaster Field Office:** An office within the affected area for federal and state officials to coordinate disaster assistance and recovery efforts.

**Dispatch:** The implementation of a command decision to move resources from one place to another. (ICS)

**Dispatch Center:** A facility from which resources are directly assigned to an incident. (ICS)

**Fire Defense District Board:** A board comprised of all the fire chiefs within the district.

**Fire Defense District Fire Service:** A designation that is comprised of all the public fire services within the fire defense district.

**Division:** The organizational level responsible for operations within a defined geographic area. This level is organizationally between the strike team and the branch. (ICS) (See Group.)

**Dozer:** See "Tractor"

**Dozer Company:** Any dozer with a minimum complement of two pieces of equipment with a controlling party that provides maintenance, personnel, etc. (ICS)

**Duty Officer:** The person appointed to act as initial contact at the Office of State Fire Marshal to receive and relay requests for implementation of the Act. (See also State Fire Marshal Duty Officer.)

**Emergency:** As defined by ORS 401.025, "includes any man-made or natural event of circumstance causing or threatening loss of life, injury to person(s) or property, human suffering or financial loss; and includes, but is not limited to: fire, explosion, flood, severe weather, drought, earthquake, volcanic activity, spills or releases of oil or hazardous material as defined in ORS 466.605, contamination, utility or transportation emergencies, disease, blight, infestation, civil disturbance, riot, sabotage and war."

**Emergency and Audible Signaling/Terminology:** Recommended emergency and audible signaling terminology that has been adopted by the Governor's Fire Service Policy Council.

**Emergency Coordinating Center (ECC):** Oregon Emergency Management site(s) from which government officials and other authorities manage general emergency response and coordination.

**Engine:** An inappropriate level of personnel accompanying a ground vehicle which can provide specific levels of pumping, water and hose capacity. (ICS)

**Engine Company:** An appropriate level of personnel accompanying a ground vehicle which can provide specific levels of pumping, water and hose capacity. (ICS)

**Exhaustion of Resources:** This condition exists when the Fire Defense Board Chief determines that the incident cannot be controlled by available and on-scene local resources and still maintain minimal coverage for the fire defense area.

**Federal Assistance:** Aid given by federal agencies under authorization of federal statutes to assist disaster victims and state and/or local governments involved in a disaster.

**Federal Coordinating Officer:** The person appointed by the President to coordinate federal assistance in an emergency or disaster.

**Federal Disaster Relief Act:** Public Law 93-288, as amended, gives the President broad powers to supplement the efforts and available resources of state and local governments to carry out their duties to alleviate suffering and damage resulting from disasters.

**Federal On-Scene Coordinator:** A representative of the federal government (usually a member of the US Coast Guard or Environmental Protection Agency) responsible for on-scene coordination of federal response to an oil or hazardous material incident.

**FIREMOD:** A computer program which can predict an hourly rate of fire spread from a given point. (ICS)

**Fly Crew:** A hand crew transported via helicopter to an incident. (ICS) See Hand Crew.

**Foam Systems:** The apparatus and techniques used to mix concentrate with water to make solution, pump and mix air and solution to make foam, and transport and eject foam. (Systems defined here include compressed air foam and aspirated nozzle.)

**Food Dispenser:** Any vehicle capable of dispensing food to incident personnel. (ICS)

**Fuel Tender:** Any vehicle capable of supplying fuel to ground equipment or aircraft. (ICS)

**Function:** A component or area of activity in an emergency situation; for example, public information or evacuation. It may combine several specific tasks or activities.

**General Staff:** Group of incident management personnel comprised of incident commander, operation chief, planning chief, logistics chief and finance chief. (ICS)

**Group:** A functional division (e.g., air support, salvage, structure protection, etc.). (ICS)

**Hand Crew:** Individuals who are supervised, organized, and trained specifically for clearing brush as a fire suppression measure. (ICS)

**Hazard:** Any situation that has the potential of causing damage to people or property.

**Hazardous Materials (HAZMAT):** A flammable, corrosive, reactive or toxic chemical, infectious biological or disease-producing agent, or radioactive material. Hazardous materials may be used in industry or intended for treatment and disposal.

**Hazardous Wastes:** Hazardous materials which are no longer intended for use.

**Heavy Equipment Transport:** Any ground vehicle capable of transporting a dozer. (ICS)

**Helibase:** A location within the general incident area for parking, fueling, maintenance, and loading of helicopters. (ICS)

**Helibase Crew:** A crew of three or more individuals who may be assigned to operations or to support helicopter operations. (ICS)

**Helicopter Tender:** A ground service vehicle capable of supplying fuel and support equipment to helicopters. (ICS)

**Helispot:** A location where helicopters can take-off and land. Some helispots may be used for temporary retardant loading. (ICS)

**Helitack:** The initial attack phase of fire suppression using helicopters and trained airborne teams to achieve immediate control of wildfires. (ICS)

**Helitack Crew:** A crew of three or more individuals who may be assigned to operations or to support helicopter operations. (ICS)

**Helitack Foreman:** A firefighter trained in the tactical and logistical use of helicopters for fire suppression. (ICS)

**Helitanker:** A helicopter equipped with a fixed tank or a suspended bucket-type container for use in aerial delivery of water or fire retardants. (ICS)

**Incident:** An occurrence or event, either human-caused or a natural phenomenon, requiring action by emergency service personnel to prevent or minimize loss of life, damage to property and/or natural resources. (ICS)

**Incident Action Plan:** A plan initially prepared at the first meeting of an incident. The plan contains general control objectives reflecting the overall incident strategy and specific action plans for the next operational period. When complete, the incident action plan has several attachments. (ICS)

**Incident Base:** Where primary logistical functions are coordinated and administered. (The incident name or other designator is added to the term "Base.") The incident command post may be co-located with the base. There is only one base per incident. (ICS)

**Incident Commander:** The individual responsible for the management of all incident operations. (ICS)

**Incident Command Post (ICP):** Where primary command functions are executed and usually co-located with the incident base. (ICS)

**Incident Command System (ICS):** The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure. Responsible for management of assigned resources to effectively accomplish stated objectives relating to an incident. (ICS)

**Individual Assistance:** Financial or other aid provided to private citizens to help alleviate hardship and suffering, and to help facilitate resumption of normal day-to-day life.

**Infrared (IR):** A heat detection system used for fire detection, mapping, and hot-spot identification. (ICS)

**Infrared (IR) Ground-link:** A special mobile ground station capable of receiving air-to-ground infrared imagery for interpretation. (ICS)

**Initial Attack:** Resources initially committed to an incident. (ICS)

**Interface Fire:** means a fire involving both natural and man-made fuels.

**Jurisdictional Agency:** The agency having jurisdiction and responsibility for a specific geographic area. (ICS)

**Liaison:** A function of Office of State Fire Marshal fire fighting forces.

**Local Emergency Declaration:** The proclaimed existence of conditions of a major emergency or disaster within local jurisdictional boundaries.

**Local Fire Chief:** The fire chief in whose jurisdiction or area of responsibility there is a fire or other emergency.

**Local Fire Service:** An organized public fire department that provides fire protection under the direction of a fire chief.

**Local Government:** Any county, city, village, town, district, or other political subdivision of the state; any Indian tribe or authorized tribal organization; and any rural community or unincorporated town or village or any other public entity.

**Major Disaster:** As defined by Public Law 93-288, means "any natural catastrophe including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm or drought; or, regardless of cause, any fire, flood, or explosion in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."

**Major Emergency:** An incident that requires the coordinated response of many departments or more than one level of government to save lives and protect the property of a large portion of a jurisdiction's population.

**Management by Objective (MBO):** Top-down management, so that all parties involved know and understand the objectives of the operation. (ICS)

**Message Center:** Part of the communications center and is co-located or placed adjacent to it. The message center receives, records, and routes information reported about the incident, resource status, and administration and tactical traffic. (ICS)

**Mobilization Center:** An off-incident location where emergency service personnel and equipment are temporarily located pending assignment, release, or reassignment. (ICS)

**Multi-Agency Coordination System (MACS):** The combination of facilities, equipment, personnel, procedures, and communications integrated into a common system responsible for coordination of agency resources and agency emergency operations. (ICS)

**Mutual Aid:** Mutual aid is based on reciprocal contributions without charge and is contingent upon the local fire services approval. The primary purpose of mutual aid is to supplement resources of any fire agency during a time of critical need.

**National Incident Management System (NIMS):** Consists of five major subsystems which collectively provide a total systems approach to all-risk incident management. The subsystems are: Incident Command System; Training; Qualifications and Certification; Supporting Technologies; and Publications Management. (ICS)

**National Warning System (NAWAS):** Disseminates warnings and other emergency information from federal and state warning points to the county warning point. NAWAS is a dedicated, nationwide party line telephone warning system operated on a 24-hour basis.

**NOAA Weather Station:** Mobile weather data collection and forecasting facility (including personnel) provided by the National Oceanic and Atmospheric Administration, which can be utilized within the incident area. (ICS)

**Operations Coordination Center (OCC):** The primary facility of the Multi-Agency Coordination System. It houses the staff and equipment necessary to perform the MACS functions. (ICS)

**Operational Period:** The period of time scheduled for execution of a given set of operation actions as specified in the incident action plan. (ICS)

**Oregon Emergency Response System (OERS):** Provides coordinated state and federal response to incidents involving chemicals, petroleum products, biological agents, radioactive materials, and other technological hazards. It is the only phone number that local agencies and industry need to call in order to notify appropriate state and federal agencies. The number is: 1-800-452-0311.

**Orthophoto Maps:** Aerial photographs corrected to scale so geographic measurements may be taken directly from the prints. They may contain graphically emphasized geographic features and may be provided with overlays of such features as water systems, important facility locations, etc. (ICS)

**Out-of-Service Resources:** Resources assigned to an incident but unable to respond due to mechanical, rest, or personnel reasons. (ICS)

**Overhead Personnel:** Personnel who are assigned to supervisory positions which include incident commander, command staff, general staff, directors, supervisors, and unit leaders. (ICS)

**Patrol Unit:** Any light, mobile unit which has limited pumping and water capacity. (ICS)

**Planning Meeting:** An ongoing meeting, held as needed throughout the duration of an incident, to select specific strategies and tactics for incident control operations and to direct service and support planning. (ICS)

**Proportioner:** A mixing system that adds a predetermined volume of liquid foam concentrate to water to form a foam solution.

**Radio Cache:** A cache may consist of a number of portable radios, a base station, and in some cases, a repeater stored for dispatch to incidents. (ICS)

**Radiological Monitor:** A person trained to detect, record, and report radiation exposure. The monitor may provide field guidance on radiation hazards associated with emergency responses.

**Radiological Officer:** A person trained to assume responsibility for policy recommendations in protecting a geographic area, facility, or department from radiation.

**Reinforced Attack:** Additional resources requested to reinforce those used during the initial attack. (ICS)

**Reporting Locations:** Any one of six points where incident-assigned resources may check in. The points are: incident command post/ resources unit (RESTAT); base; camp; staging area; helibase; or division supervisor for direct line assignments. (Check-in at one point only.) (ICS)

**Rescue Medical:** Any staffed ground vehicle capable of providing emergency medical services. (ICS)

**Resources:** All personnel and major items of equipment available, or potentially available, for assignment to incident tasks on which status is maintained. (ICS)

**RESTAT:** An acronym for resource unit; a unit within the planning section. (ICS)

**Section:** The organizational level responsible for primary segments of incident operations such as operations; planning; logistics; and finance. The section level is organizationally between branch and incident commander. (ICS)

**SITSTAT:** An acronym for the situation unit; a unit within the planning section. (ICS)

**Span of Control:** The supervisory ratio of from three to seven individuals, with five being established as the general rule of thumb. (ICS)

**Staging Area:** Where incident personnel and equipment are assigned on three (3) minute availability status. (ICS)

**State Fire Marshal Duty Officer:** The person appointed to act as initial contact at the Office of State Fire Marshal to receive and relay requests for implementation of the Act. (See also Duty Officer.)

**Strike Team:** A group of the same type of resources temporarily assembled for a specific mission with a leader and common communications.

**Structural Fire:** A fire in or impinging on a building or other structure.

**Task Force:** A group of varied resources temporarily assembled for a specific mission with common communications.

**Technical Specialists:** Specially trained personnel activated on an as-needed basis. Technical specialists may be used in the areas of fire behavior, water resources, environmental concerns, resource use, and training. (ICS)

**Tractor, Dozer:** Any tracked or all wheel drive vehicle with a forward blade for exposing mineral soil, with transportation, support, and personnel for its operation. Examples include Caterpillar D6, International TD24, timber jack, skidder, road grader, Clark Ranger 212, Terex, Euclid, and may include road grader/scrapper.

**Tractor, Hoe:** Any tracked or wheel-driven vehicle with a digging attachment for creating ditches, ponds, etc. Examples include John Deere Backhoe 456, Case Backhoe 450, and Cat-hoe 74.

**Tractor, Plow:** Any tracked or all wheel drive vehicle with attachments, usually center or rear, for exposing mineral soil, with transportation, support and personnel for its operation. Examples: drags; harrows; discs; bottom plow; and cultivators. (ICS)

**Tractor, Truck:** Self-propelled cab/chassis unit with a fifth-wheel or other acceptable mechanism for attaching to, and moving trailers, with support and personnel for its operation. Examples include Chevrolet, Ford, Freightliner, International, Kenworth, and Peterbilt.

**Undue Jeopardy to Life and Property:** This shall be construed to mean "threat and/or danger to the lives and/or property of persons residing inside the boundaries of the city or district".

**Unified Command:** A method for all agencies or individuals with jurisdictional responsibility at an incident to contribute to:

- a) Determination of overall objectives for the incident, and
- b) Selection of a strategy to achieve the objectives. (ICS)

**Unit:** Organizational element responsible for specific incident planning, logistics, or finance activities. (ICS)

**Unprotected Area:** means an area outside the boundaries of recognized public or private fire protection.

**Utility:** Any company or co-op which provides power, water storage supply or distribution, sewage collection and treatment, telephone, transportation, or other similar public service.

**Vulnerability:** Susceptibility of life, property, or the environment to damage if a hazard achieves its potential.

**Water Tender:** Any ground vehicle capable of transporting specific quantities of water. (ICS)

**Wildland Fire:** A fire primarily involving natural fuels.

**Wildland/Interface Fire:** That geographical area where structures and other human development meets or intermingles with wildland or vegetative fuels.

**Zulu:** A military name for Greenwich Mean Time (GMT) or Coordinated Universal Time (CUT)

## INTERFACE POSITION QUALIFICATION REQUIREMENTS

POSITION	REQUIREMENTS
Wildland Interface FF	S-130 I-100 S-190 S-131 FF1 Taskbook
Engine Boss	I-200 S-230 or S-231 S-290 Single Resource (ENGB) Taskbook
Crew Boss	I-200 S-230 S-290 Single Resource (CRWB) Taskbook
Strike Team Leader Engine	S-215 S-330 I-300 Strike Team Leader Engine Task Book (STEN)
Strike Team Leader Crew or Taskforce Leader	S-215 S-330 I-300 Strike Team Leader Crew Task Book or Task Force Leader Taskbook (STCR), (TFLD)
Group Supervisor (DIVS)	S-390 S-339 Division/Group Supervisor Task Book (DIVS)
Division Supervisor (DIVS)	S-390 S-339 Division/Group Supervisor Task Book (DIVS)

**Strike Team Leader Crew and Task Force Leader requirements are recognized as the same per Office of State Fire Marshal Mob Plan and do not require a separate certification for each.**

In cases where resources are deployed to wildfire incidents, training requirements are intended to provide safety knowledge for structural firefighters involved in structural interface operations. Limited wildland operations to defend structures may be necessary and would be authorized by the supervisor. It is not the intent to have structural fire resources involved in aggressive wildland firefighting.

Individuals will be allowed to respond to conflagrations in a trainee role if there is a qualified individual in that same capacity. The trainee must be a member of the task force and currently working on their qualifications. This position is **not** an additional member of the taskforce. This training exception will be in effect until July 1, 2013.

## INTERFACE EQUIPMENT STANDARDS

While some of these structural interface equipment standards include some wildland equipment, it is not the intent of these standards to have structural firefighting forces involved in wildland firefighting. The wildland equipment is added to provide safety tools for structural firefighters involved in structural interface operations.

### 1. Apparatus

Structural fire apparatus may not normally carry equipment that is needed for safe and efficient structure defense operations on wildland interface incidents. When responding to interface fire assignments, the following minimum recommended equipment should be added to the apparatus:

- 400' of 1.5" or 1.75" hose (lightweight forestry hose preferred)
- 200' of 1" hose
- 2 - 1.5" combination nozzles (20-60 gpm preferred)
- 1 - 1" combination nozzles
- 1 - 1.5" forestry gated wye
- 1 - 1.5" to 1" reducer
- 1 shovel
- 1 McLeod
- 1 Pulaski
- 2.5 gallon drinking water jug
- appropriate adaptors

### 2. Personal Protective Equipment

The individual is responsible for each mandatory item unless the department carries a supply for all members.

Full protective clothing is required for personnel involved in structural firefighting as referenced in OR-OSHA rules. All gear must be in compliance with NFPA 1971 and applicable OR-OSHA standards.

All people actively engaged in structural firefighting, or those who may become engaged in structural firefighting, shall don complete firefighting gear.

For interface firefighting during an emergency mobilization, the minimum equipment includes:

#### Structural Protective Equipment

- Helmet with appropriate eye protection
- Turnout coat/bunker
- Turnout pants/bunker
- Structural firefighting footwear
- Structural firefighting gloves
- Fire resistant hood

Note: Self-contained breathing apparatus (SCBA) shall be of at least the 30-minute type and meet current standards.

#### Wildland Protective Clothing

All clothing must be in compliance with NFPA 1977. For interface firefighting during an emergency mobilization, the minimum equipment also includes:

- OR-OSHA compliant wildland firefighting footwear, (leather lace up, minimum of 8 inches high, soles of non-slip material)
- Hard hat or equivalent, meeting 1986 ANSI Class B standards. The intent is to have head, ear and neck protection
- Fire resistant treated wildland firefighting clothing (shirt and trousers)
- Goggles - Structural helmets with face shields cannot take the place of goggles
- Leather gloves
- Bandanna or dust mask

The following equipment is mandatory but need not be carried on person if it is readily available. The fire shelter must be carried on person when the team leader deems it necessary while actually fighting fire.

- Canteen
- New generation fire shelter
- Belt to carry canteen and shelter
- First aid kit, mole skin, and snake-bite kit
- Hearing protection

### 3. General Mobilization Standards

The following equipment must be available for responses to all types of fire service mobilizations under this plan.

#### a) Apparatus Equipment

The following items must be carried on each apparatus:

- Engine oil
- Transmission oil
- Pump oil
- 2 cycle mix oil if needed
- Spare spark plug for small engines carried
- Small mechanics tool kit
- Hard suction – all hose and appliances for drafting water
- Spare drive belt (optional)
- Whistle

#### b) Personal Equipment

The following items are required:

- Food and water for **72 hours**
- Flashlight or helmet light with extra batteries
- Sleeping bag
- Certificate of minimum training signed by fire chief
- Medical information card including emergency contact information, allergies, current medications, physician's name and phone number
- Closed toe shoes

The following items are recommended for each person unless the team leader is carrying a supply for each member of the team. Gear and supplies are required for seven days.

- Towels in plastic bag
- Washcloths in plastic bag
- Bar soap in container
- Shampoo/conditioner
- Hairbrush, comb, and clips
- Sun glasses
- Toothbrush and toothpaste
- Feminine hygiene supplies
- Deodorant, foot powder
- Prescription medicine
- Sun block
- Insect repellent
- Wrist watch
- Poison oak wash
- Shaving items
- Cash --\$20 minimum
- Cot or pad
- Pillow
- Plastic bag for dirty clothes
- Tent
- Toilet paper
- Contact lens cleaner, if used
- Underwear
- Shirts, long and short sleeves, 2 of each
- Sweatshirt or sweater
- Long pants, 2 pair
- Socks, preferably cotton, 10 pair
- Base camp shoes
- Jacket
- Hat
- Handkerchiefs
- Long underwear
- Lightweight rain gear
- Travel alarm clock
- Note pad and pencil
- Pocket knife/leatherman's tool
- Extra eyeglasses
- laundry soap

No shorts, no tank tops, and no sandals, flip flops (except in shower), or open-toed shoes allowed in base camp.

Non-medical drugs and alcohol are not permitted at the incident or in fire camp. Possession or use of these substances will result in discharge from the scene and may result in criminal action, as appropriate.

#### c) Strike Team/Task Force Leader Kit

Recommended items - items on this list may be omitted if each individual carries that item in their personal gear.

- Minimum \$100 cash/credit cards
- Portable battery chargers with one spare for each type portable
- Eye wash
- First aid kit with oxygen
- Cooking pans, utensils, plastic scrubber, dish cloths
- Group supplies kit
- Salt and pepper
- Extra head lamp batteries
- Can opener
- Toilet paper, Kleenex, paper towel
- Paper plates and plastic ware
- Sun screen, chap stick, insect repellent, blister pads
- Spare toothbrush and past
- Large tarpaulin
- Cellular phone, telephone directories, 12v adapter
- Spare pens/pencils/paper
- Light sticks
- Duct tape
- Tall kitchen bags w/ties
- Bar soap, laundry/dish soap, window spray

- Binoculars
- Compass, maps
- Food, drinking water and replacement liquids for **72 hours**
- OSFM Task Force Leader Guide Book
- Fire Service Mobilization Plan
- Large cooler
- Spare helmets, goggles, bandannas, gloves, fire shelters, head lamps
- Fireline Handbook
- Camp stove
- Pain killers and other non-prescription first aid medications.
- Accident reports, injury reports, personnel tracking form
- Clipboard
- State Fire Marshal FOG

Optional Items:

- Portable radio clone cables
- AM/FM radio w/extra batteries
- Extension cord with multi-plug adapter
- Programmable scanner
- Interface training materials for review during slack time
- Business cards
- Clothesline
- Office supplies
  - Folding file
  - Extra pens and pencils
  - Tablets
- Hi-lighters
- Manila envelopes
- Stapler and paper clips
- Grease pen, dry erase markers

## COMMUNICATIONS (FIRE NET) FIRE AND HAZARDOUS MATERIALS COMMUNICATION SYSTEM

### 1. Description

There are two primary components of the Fire Net. One is the Fire Net Frequency of 154.280 MHz which provides a common communications channel for fire service use during multiple-agency responder incidents, such as a conflagration. The second component is the FIRE NET SYSTEM which consists of 23 remote bases located on mountain tops throughout the state of Oregon. The State FIRE NET SYSTEM was developed to provide communications from remote areas in the state to the Office of State Fire Marshal's Agency Operations Center (AOC) at Anderson Readiness Center (ARC) in Salem. These sites are not repeaters. They permit communications to and from the area around for each site with the State Fire Marshals AOC.

As an integral part of the fire communications system, OSFM maintains and operates a mobile communications capability that can deploy in areas lacking sufficient communications support for a major incident. This consists of a communications truck and three transportable communications caches. These resources offer the ability to set up repeater networks, satellite uplink and downlink, satellite internet and wide area WiFi hot spot, VoIP via satellite, and custom programmed hand held radios.

In addition to the vehicles, a cadre of trained communications specialists and Communications Unit Leaders (COML) are available to deploy with the equipment.

OSFM requires that apparatus utilized under this *Mobilization Plan* shall have FIRE NET FREQUENCY capability, either installed or by portable radio.

### 2. Authorization

The Federal Communications Commission (FCC) has issued a single license to the Office of State Fire Marshal for this frequency under provisions of FCC Rule 90.21. Those wishing to access the FIRE NET SYSTEM, including mobile, portable radio or fixed-site base stations, must apply to the state fire marshal and receive authorization.

Those eligible to apply for approval from the state fire marshal (SFM) to operate on the FIRE NET SYSTEM are fire departments; federal, state and local agencies; regional HazMat response teams; and private companies who have an established role in fire suppression and HazMat emergencies. Applicants that fall outside this eligibility can apply and may be considered on a case-by-case basis.

Each agency authorized to operate on FIRE NET SYSTEM shall instruct its personnel regarding appropriate use.

### 3. Systems Operations

Oregon Emergency Management has day-to-day oversight and weekly testing of the towers. The master control console is located at Oregon Emergency Management and has simulcast and telephone patching capabilities. Oregon Emergency Management also provides operational support with their duty officer program. Oregon Emergency Management is connected to Oregon Department of Transportation by two (2) digital phone lines each capable of activating two (2) towers at once.

#### **4. Allowable Communications**

##### **FIRE RELATED INCIDENTS**

FIRE NET SYSTEM and FREQUENCY may be used to coordinate fire-related activities in response to mutual aid requests, multi-agency fire ground emergencies, conflagrations, and other fire-related incidents and activities of the Office of State Fire Marshal.

##### **HAZARDOUS MATERIAL INCIDENTS**

Because the fire service in the State of Oregon are most often the “first responders” to hazardous materials incidents, including the Regional Hazardous Materials Response Teams, FIRE NET SYSTEM and FREQUENCY may be used by the on-scene incident commanders to communicate with local, state, federal, or other agencies who have an established role in managing hazardous materials incidents.

##### **DISASTERS**

Whenever a formal disaster declaration is issued by the governor of the State of Oregon under the provisions of ORS 401.055, or other emergencies meeting the criteria set forth in the FIRE NET Management Plan, FIRE NET SYSTEM and FREQUENCY may be used to coordinate the resources required to respond to the immediate threat to life and property throughout Oregon.

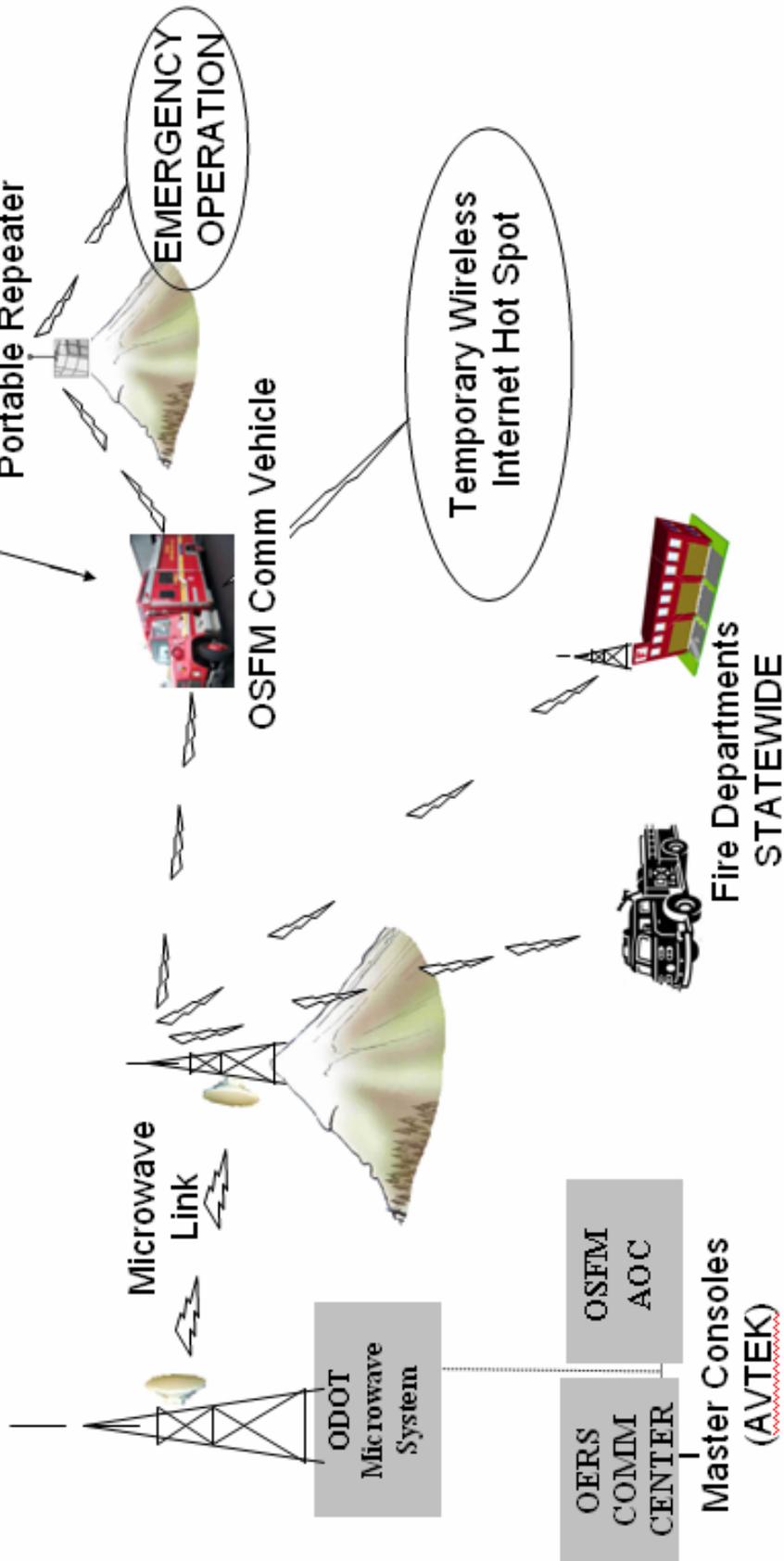
#### **5. Procedures**

- a) Local fire protection agencies are strongly encouraged to include the State FIRE NET FREQUENCY in their communication equipment whenever possible. Each fire chief shall develop and maintain an inventory of radio call letters and fire apparatus, mobile support vehicles, base stations, and portable radios which have the capability to transmit and receive radio communications on the State FIRE NET FREQUENCY and forward the inventory to the Office of State Fire Marshal when requested.
- b) The Fire Defense Board Chief shall develop a fire defense district inventory of apparatus and other equipment that can transmit and receive on the State FIRE NET SYSTEM from the information provided by the local fire chiefs.
- c) The use of Clear Text radio procedures on the State FIRE NET SYSTEM and FREQUENCY is mandatory.
- d) When an incident involves activation of the Office of State Fire Marshal Agency Operations Center (OSFM/AOC), the FIRE NET SYSTEM may be available after activation of the AOC.
- e) For mobilization communication, the FIRE NET SYSTEM may be supplemented by pager, telephone, fax and cellular communications where direct monitoring of the frequency by other agencies is not possible. If in an emergency, the State FIRE NET SYSTEM is unavailable supplemental systems may be used.

OREGON FIRE NET

**OREGON FIRE NET**

- 23 Mountain Top Bases-Statewide (VHF 154.280)
- One Mobile Communications Vehicle
- Three Mobile Communications equipment caches
- One Mobile Interoperability Trailer (ACU 1000)





**IDENTIFICATION OF FIRE NET RADIO SITES**

<b>Tower #</b>	<b>State Fire Marshal Base Station Sites</b>	<b>Call Numbers</b>
1.	Chehalem Mountain	WNJX850
2.	Skamania Mountain 10 MI NE	WNJX849
3.	Stacker Butte 6 MI NW	KBF817
4.	Roosevelt Mountain N	WNJX849
5.	Black Mountain 16 MI SE	WNJX850
6.	Mount Emily 12 MI NNW	WNJX849
7.	Lime Hill	WNJX849
8.	Elkhorn Mountain	WNJX851
9.	Burns Butte	WNJX850
10.	Glass Butte	WNJX851
11.	Grizzly Mountain 11 MI NW	WNJX851
12.	HooDoo Mountain	WNJX851
13.	Dead Indian Mountain	WNJX850
14.	Walker Mountain 6.9 MI NE	KBF817
15.	Hamaker Mountain	WNJX851
16.	Soda Mountain 10 MI SE	KBF817
17.	Dodson Mountain 8 MI SE	WNJX851
18.	Bennett Butte 15.5 MI SSW	WNJX850
19.	Buck Mountain 11.2 MI NE	WNJX850
20.	Mary's Peak 11 MI SW	WNJX849
21.	Mount Hebo 17 MI SE	WNJX849
22.	Wickiup Mountain	KBF817
23.	Buxton Mountain	KBF817

**APPLICATION PROCEDURE  
MOBILE, PORTABLE, AND BASE STATION RADIOS**

Agencies interested in receiving authorization to operate on the State FIRE NET shall obtain an application from the SFM and submit the application with a written request. (You may copy the application following)

**APPLICATION**

**OREGON OFFICE OF STATE FIRE MARSHAL  
STATE FIRE NET**

**REQUEST FOR AUTHORIZATION TO USE THE Fire NET  
154.2800 MHz**

The state fire marshal maintains the State FIRE NET system and frequency. Written authorization is required from the state fire marshal prior to using the system. If your agency is interested in receiving authorization to operate on the State FIRE NET System, please supply the following information to the state fire marshal

\_\_\_\_\_  
(Name of Requesting Agency)

\_\_\_\_\_ **Application for Base Radio** *(If more than one please use one form for each base radio)*

Location of Base radio \_\_\_\_\_

Antenna Location and Height \_\_\_\_\_

\_\_\_\_\_ **Application for Mobile or Portable Radios**

\_\_\_\_\_ Number of Mobile radios you will use Fire NET in

\_\_\_\_\_ Number of portable radios you will use Fire NET in.

The agency will utilize FIRE NET for the following purpose: (please explain)

**Uses:**

\_\_\_\_\_ Multi-agency fire ground activities (mutual aid)

\_\_\_\_\_ Conflagration Act activities

\_\_\_\_\_ Governor declared or other emergencies

\_\_\_\_\_ Hazardous materials incidents

Please explain your FIRE NET usage in the following areas:

Geographical area of radio operation

\_\_\_\_\_  
\_\_\_\_\_

Other technical information required for operation. (i.e. PL tones, analog or digital, etc)

\_\_\_\_\_

Name and type of radio equipment

---

Name of person completing application: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Email address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Upon approving for use of the State FIRE NET, the State Fire Marshal will issue a letter of authorization allowing the requesting agency to operate on the State FIRE NET under the terms and provisions of the license issued to the Office of State Fire Marshal by Federal communications Commission.

**Please mail to: Office of State Fire Marshal  
Emergency Response Unit Communications  
4760 Portland Road NE  
Salem, Oregon 97305-1760**

**OFFICE OF STATE FIRE MARSHAL**

**FIRE NET USE AUTHORIZATION**

\*\*\*\*\*

Mobile/Portable Radios

Base Radio

In accordance with the State of Oregon FIRE NET Emergency Communications Plan as filed with Federal Communications Commission, permission is granted to operate mobile communication(s) equipment under the FCC license issued to the State of Oregon Fire Marshal, call sign #KBF817.

\_\_\_\_\_  
(Name & Location of Agency)

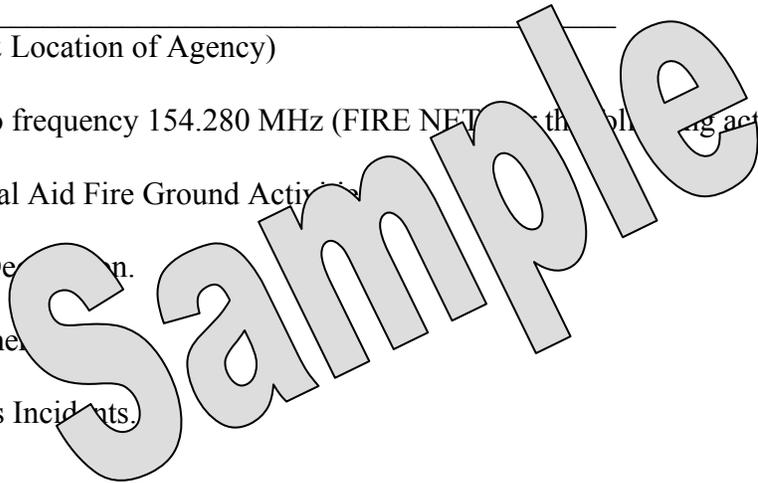
Is authorized to utilize radio frequency 154.280 MHz (FIRE NET) for the following activities:

\_\_\_\_\_ Multi-agency, Mutual Aid Fire Ground Activities

\_\_\_\_\_ Conflagration Act Demonstration

\_\_\_\_\_ Disaster or other Emergency

\_\_\_\_\_ Hazardous Materials Incidents



This Authorization does not relieve the State FIRE NET user from compliance with any law, rules, regulations, or restrictions imposed by the federal government, the State of Oregon, any county, or local jurisdiction.

Failure to comply with the Federal Communications Commission Laws, Rules, and Regulations, or the State Fire Marshal FIRE NET Emergency Communications Plan, can be deemed as evidence of noncompliance and may result in suspension of this Letter of Authorization.

\_\_\_\_\_  
Oregon State Fire Marshal

\_\_\_\_\_  
Date

**FIRE SERVICE RESOURCE INVENTORY REPORT**

OREGON STATE FIRE MARSHAL  
 Oregon State Police  
 4760 Portland Road N.E.  
 Salem, Oregon 97305-1760

General Instructions: *Please complete a separate report for your department and any other rural district or city protected by your department. Please call the Data Section, 503-373-1540 extension 236 or 237 if you have questions.*

**SECTION 5 - RADIO COMMUNICATION INFORMATION**

LIST ALL RADIO FREQUENCIES AND INCLUDE PRIVATE LINE TONES (PLT)

	FREQUENCY OF FIXED BASE STATION				Band	
	<u>RX MHZ</u>	<u>DECODE</u>	<u>TX MHZ</u>	<u>ENCODE</u>	<u>NAME</u>	<u>Wide/Narrow</u>
<b><u>SAMPLE</u></b>	<u>153.890</u>	<u>127.3</u>	<u>154.385</u>	<u>127.3</u>	<u>Red NET</u>	<u>Wide</u>
Primary	_____	_____	_____	_____	_____	_____
Secondary	_____	_____	_____	_____	_____	_____
Additional	_____	_____	_____	_____	_____	_____
Additional	_____	_____	_____	_____	_____	_____
Additional	_____	_____	_____	_____	_____	_____
Additional	_____	_____	_____	_____	_____	_____

*If you change radio frequencies or PLTs, please notify our office within 30 days.*

**Dispatch Center Location:** \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_

**MOBILE AND PORTABLE COMMUNICATIONS**  
**State FIRE NET (154.280 MHZ) Cellular Phone**

No. of Vehicles with: \_\_\_\_\_ No. of Vehicles with: \_\_\_\_\_  
 No. of Portables: \_\_\_\_\_ No. of People with: \_\_\_\_\_

INCIDENT RADIO COMMUNICATIONS PLAN		1. Incident Name			2. Date/ Time Prepared		3. Operational Period Date/Time		
		OSFM Standard Comm Plan			F30G Version 14.0, August 16, 2012		On Arrival, 1st. Op. Period		
4. Basic Radio Channel Utilization									
Mode: W=Wideband Analog, N=Narrowband Analog, D=Digital, M=Mixer									
Channel	Radio Type / Cache	Frequency	Tone	Mode	Assignment	F30G Screen Reads...			
1	Icom F30G / OSFM	RX:	154.2800	None	W	State Fire Net - No Tone - Use on F30G when in field	FireNet-FLD		
		TX:	154.2800	None					
2	Icom F30G / OSFM	RX:	154.2800	100.0	W	State Fire Net - Rcv Toned 100. Use in lieu of Chan 1 if interference requires use of tone. Also IC selective call	IC Sel Call		
		TX:	154.2800	100.0					
3	Icom F30G / OSFM	RX:	154.2800	162.2	W	State Fire Net - Rcv Toned 162.2. Use in lieu of Chan 1 if interference requires use of tone. Also OPS selective call	OPS Sel Call		
		TX:	154.2800	162.2					
4	Icom F30G / OSFM	RX:	155.7525		N	VCALL10 – OSFM Camp Channel	In-Camp Chan		
		TX:	155.7525	156.7					
5	Icom F30G / OSFM	RX:	151.1375		N	VTAC11 – Div/Grp A	Div/Grp A		
		TX:	151.1375	156.7					
6	Icom F30G / OSFM	RX:	154.4525		N	VTAC12 - Div/Grp B	Div/Grp B		
		TX:	154.4525	156.7					
7	Icom F30G / OSFM	RX:	158.7375		N	VTAC13 - Div/Grp C	Div/Grp C		
		TX:	158.7375	156.7					
8	Icom F30G / OSFM	RX:	159.4725		N	VTAC14 - State Fire Net from in Camp; Use on F30G when in camp	FireNet-Camp		
		TX:	159.4725	156.7					
9	Icom F30G / OSFM	RX:	151.1375	136.5	N	VTAC36 - In-Band Repeater; not in use on all incidents. Activate as needed.	Opt. Rprtr.		
		TX:	159.4725	136.5					
10	Icom F30G / OSFM	RX:				Reserved for ea. County Task Force or Strike Team unique frequency.	Blank, unless in use for County Task Force or Strike Team		
		TX:							
11	Icom F30G / OSFM	RX:	151.3400	156.7	N	ODF REDNET - Can be used in absence of ODF team	ODF REDNET		
		TX:	151.3400	156.7					
12	Icom F30G / OSFM	RX:	151.3100	156.7	N	ODF WHITENET- Can be used in absence of ODF team	ODF WHITE – A/G		
		TX:	151.3100	156.7					
13	Icom F30G / OSFM	RX:	155.8050		W	State SAR – Use for LEO coordination or additional Div/Grp or Branch	STATE SAR		
		TX:	155.8050	156.7					
14	Icom F30G / OSFM	RX:	155.3400		W	HEAR – Hospital/Ambulance/Medical communications	HEAR-MED		
		TX:	155.3400						
15	Icom F30G / OSFM	RX:	155.4750	156.7	W	OPEN – Use for LEO coordination or additional Div/Grp, or Branch	LEO-OPEN		
		TX:	155.4750						
16	Icom F30G / OSFM	RX:	168.6250		N	AIR GUARD/EMERGENCY – Use on Wildland Incidents only; not for urban use	Air Guard		
		TX:	168.6250						

5. Prepared by (Communications Unit Leader)

**TASK FORCE / STRIKE TEAM RESOURCES**

Task Force / Strike Team Leader: Before departing for the fire incident, complete and communicate all information on this form to the AOC at:

Fax: 503-378-5329, 503-373-7702 Phone: 503-373-0001, or email [osfm.aoc@state.or.us](mailto:osfm.aoc@state.or.us)

**DO NOT DEPART UNTIL INFORMATION HAS BEEN CONFIRMED BY THE AOC.**

You must monitor the State Fire Net. Be sure to give your radio ID number.

Conflagration Name		
County Sending Resources		Defense Board Chief
Date and Time Resources Responded		Resources' ETA at Incident Staging
Task Force / Strike Team Leader		Department
Cell	Pager	Radio ID (you must monitor Fire Net)
Apparatus Type I – II – III – IV – V – VI – VII (Eng), Tender, Comd, or Other	Department	No. of Personnel Assigned

**AOC immediately confirm...**

**1) Apparatus type (responding resource) matches the resource request.**

**2) Number of personnel assigned does not exceed desired staffing.**

**Discrepancies must be resolved before the task force/strike team departs.**

## **Emergency and Audible Signaling/Terminology**

### **Abandon**

The term “abandon” is used to direct companies or crews operating in the hazard zone to immediately exit via escape routes to a safe place. Companies or crews abandoning the hazard zone will take only the tools, equipment, and hose lines necessary to permit their emergency egress.

Signal: All apparatus operators close to the hazard zone will sound their air horn with one long continuous blast lasting for approximately ten (10) seconds.

### **Code Zero**

A law enforcement term used to request all available officers to respond code 3 to an incident. To be used only when unable to transmit clear text and someone’s life is in imminent danger.

### **Emergency Traffic**

The phrase "Emergency Traffic" is used in radio communications to indicate a critical, life safety related message. "Emergency traffic" communications have priority over all other radio communications with the exception of a Mayday message.

### **Evacuate**

The term "Evacuate" will be limited to removal of civilians who are exposed, or are potentially exposed to hazards presented by the incident.

### **Mayday**

“Mayday-Mayday-Mayday” is the signal phrase used in radio communications to indicate a missing, trapped, or injured firefighter in need of immediate assistance. Mayday messages have absolute priority over all other radio communications.

### **Withdraw**

The term "Withdraw" is used to order the controlled tactical movement from current operating positions, to a safer location. Personnel withdrawing from an operating position will remove tools, equipment and hose lines.

### **PAR**

Personnel Accountability Report – a report designed to provide the IC with information concerning the identity of individual members of a company or team and their assignments and to account for the assignment of companies.

### **Cease Operation – All Quiet:**

Order given by the Incident Commander. Typically used during Search and Rescue Operations when listening for PASS devices or when listening equipment is being used by Technical Search and Rescue crews. This order may be preceded by “Emergency Traffic.”

State of Oregon  
Department of State Police  
Office of State Fire Marshal

4760 Portland Road NE  
Salem, OR 97305-1760  
Phone: 503-378-3473  
Fax: 503-378-1825

E-mail: [oregon.sfm@state.or.us](mailto:oregon.sfm@state.or.us)  
[www.oregon.gov/OSP/SFM](http://www.oregon.gov/OSP/SFM)

