

Oregon Department of Forestry
Incident Resource Agreement
2026-2029



Appendix Ten (10) – MOBILE UNIT
RESOURCE DUTIES, QUALIFICATIONS, COMPENSATION, &
INVENTORY

A.1 - General Description of Duties

A.1.1 – Scope of Work

Mobile Units, which include **Handwash, Laundry, Restroom, Shower, and Sleep** are ordered to provide easy access to basic sanitation and meet the hygiene needs of all personnel involved in fire mitigation efforts. Mobile Units are primarily trailer mounted with attendants, or Operators, on site to provide supplies, services, and maintenance on each unit.

A.1.2 – Operational Conditions

Operators may be required to transport Mobile Units on primitive or secondary roads and set up on uneven grounds in fire camps or other assigned areas on an Incident.

A.2 - Qualifications

A.2.1 - Operator Qualifications

Mobile Units must be operated only by individuals who are fully qualified to safely and efficiently perform all duties required by the Incident, and in accordance with the manufacturer's operating limitations.

A.3 - Rates and Compensation

A.3.1 – Wet Rates

Rates provided by Resource Provider, and approved by the State, are understood to be 'Wet' Rates. Wet Rates include:

- a) Equipment and supplies;
- b) Transports and chase vehicles;
- c) Operator(s) and drivers;
- d) Fuel, and
- e) All required maintenance.

Unless modified under **Section A.4 - Exceptions**, payment is made at the agreed-upon rates.

A.3.2 - Daily Rates

A.3.2.1 - Daily Rates apply when equipment with a Qualified Operator is ordered by the State and placed On-Shift.

A.3.2.2 – On-Shift Definition

On-Shift includes:

- a) Time the equipment (with Qualified Operator) is performing work;
- b) Time the equipment (with Qualified Operator) is held or directed to remain in a state of readiness;
- c) Time Qualified Operator(s) spend in Operational Period briefings;
- d) Mobilization activities (Check-in time); and
- e) Compensable travel that has a defined start and end time.

A.3.3 - Minimum Daily Compensation

A.3.3.1 – Minimum Hours

Daily Rate payment is based on a minimum of eight (8) hours of On-Shift time between 0001 and 2400 hours.

A.3.3.2 – Reduced Hours

When On-Shift time totals fewer than eight (8) hours, payment is to be made at one-half (½) of the agreed-upon Daily Rate.

A.3.3.3 – Shift Length

A single-shift Operator is not restricted to a 12-hour shift; shift duration will be determined by the operational needs of the Incident.

A.3.4 - Extended-Shift Rates

A.3.4.1 – Applicability

When equipment (with a Qualified Operator) works eighteen (18) hours or more within a single day (0001–2400 hours), the Extended-Shift Rate applies. The Extended-Shift Rate is not determined by how many Operators are assigned, but hours worked.

A.3.4.2 – Rate

The Extended-Shift Rate is 165% of the agreed-upon Daily Rate.

A.3.5 - Double-Shift Rates

A.3.5.1 – Staffing Requirements

The Double-Shift Rate applies only when equipment is staffed with two (2) operators providing continuous coverage over a 24-hour period (0001–2400 hours), typically through two 12-hour shifts (day and night). Double-shift staffing must be clearly documented on the Resource Order.

A.3.5.2 – Rate

The Double-Shift Rate is 165% of the agreed-upon Daily Rate.

A.3.6 – Mileage Relocation

Mobile Units listed in this Appendix are eligible for Relocation Mileage Rates.

A.4 – Exceptions

A.4.1 - Inoperable Equipment or Unavailable Operator

A.4.1.1 - No payment accrues for any period during which the equipment is not in a safe or operable condition, or when a Qualified Operator is not available for all or part of the assigned shift.

A.4.1.2 - Payment is based solely on the hours the equipment is operational during the assigned shift, as documented on the shift ticket, compared against the designated shift identified in the IAP.

A.4.1.3 - Equipment work time (with a Qualified Operator) of fewer than eight (8) hours is compensated at one-half ($\frac{1}{2}$) of the agreed-upon daily rate.

A.4.2 - Failure to Replace or Repair Equipment/Operator

After inspection and acceptance for use, if equipment and/or Qualified Operator(s) cannot be replaced, or if equipment cannot be repaired at the Incident within twenty-four (24) hours, the equipment and/or Qualified Operator(s) may be considered withdrawn by the Resource Provider.

A.4.3 - Voluntary Withdrawal by Resource Provider

If the Resource Provider withdraws equipment, Qualified Operator(s), or both prior to release by the State, no further payment accrues. The Resource Provider bears all costs associated with returning the equipment and/or Qualified Operator(s) to the PoH.

A.4.4 - Mandatory Work/Rest and Length-of-Assignment Compliance

No payment accrues when the Resource is off-shift in compliance with mandatory Work/Rest or Length-of-Assignment provisions. As an alternative to rotating personnel or taking an unpaid mandatory day off, the Resource may be released from the Incident at the discretion of the State.

SECTION B – MOBILE UNIT RESOURCES

B.1 – HANDWASH UNITS

B.1.1 – Roles and Responsibilities

Handwash Units are used to promote health and safety by providing Incident personnel with a way to clean their hands in remote, temporary camps where plumbing is unavailable. By ensuring proper hygiene, Handwash Units support the operational readiness and wellbeing of all personnel.

B.1.1.1 – State Responsibilities

Potable water delivery and the removal of gray water from Incident will be at the expense of the State.

B.1.2 – Handwash Unit Requirements

B.1.2.1 – Cleanliness and Staffing

- a) Handwash Units must remain clean, stocked, and fully functioning for the entire duration of the Incident, with an attendant present at all times the Unit is open for use.
- b) Attendants are responsible for cleaning the Handwash Units and must maintain and follow a written cleaning schedule covering mirrors, sinks, counters, and floors (if equipped).

B.1.2.2 – Supplies and Functionality

- a) Handwash Units must provide adequate lighting, paper towels, and soap, and must be capable of pumping both hot and cold water.
- b) The Unit's hoses, fittings, valves, and pumps must be made of food-grade materials and must utilize only potable water throughout the Incident.

B.1.2.3 – Sanitation and Protection

- a) All Handwash Unit hoses and tanks must be clearly labeled and kept closed when not in use to maintain potable water sanitation.
- b) Handwash Units must provide a slip-resistant ground barrier (e.g., mat) to protect users from puddles and mud during use.

B.1.2.4 – Inspection Readiness

- a) Handwash Units must be ready for Incident inspection at any time once the Unit is set up and fully operational.

B.1.3 - Inventory and Equipment Requirements

HANDWASH UNIT	
<input type="checkbox"/>	Company identification, external, on both driver and passenger sides of Handwash Unit

<input type="checkbox"/>	Reflective Triangles
<input type="checkbox"/>	Wheel Chocks (Q=2)
<input type="checkbox"/>	Fire Extinguisher, 2A 10BC with Current Year Inspection Tag
<input type="checkbox"/>	First Aid Kit (5 person) (Q=1)
<input type="checkbox"/>	Self-Contained Power Source (ex. generator, fuel)
<input type="checkbox"/>	Minimum of Eight (8) Sinks
<input type="checkbox"/>	Chlorine Residual Test Kits
<input type="checkbox"/>	Logbook (Sanitation and Chlorine Test Records)
<input type="checkbox"/>	Potable Water System Made with Food-Grade Materials
<input type="checkbox"/>	Unit Tank Labeled with "POTABLE" or "For Drinking Water Use Only", Tank Capacity
<input type="checkbox"/>	Downward Facing Protected Vent Opening
<input type="checkbox"/>	Tank Openings Sealed / Covered
<input type="checkbox"/>	Bottom Tank Drain
<input type="checkbox"/>	Inlets and Outlets Equipped with Threaded or Clamped Caps
<input type="checkbox"/>	Overhead Filling Mechanism on Top of Tank
<input type="checkbox"/>	Water Pump Made of Food Grade Materials
<input type="checkbox"/>	Hoses, Fittings, Valves, Etc. Made of Food Grade Materials
<input type="checkbox"/>	Enclosed Hoses (when not in use)
<input type="checkbox"/>	Labeled Hoses
<input type="checkbox"/>	250 Gallon (minimum) Potable Water Storage (bladder bag not accepted)
<input type="checkbox"/>	500 Gallon Gray Water Storage Capability
<input type="checkbox"/>	Labeled "GRAY WATER" Bladder Bag
<input type="checkbox"/>	Adequate Lighting
<input type="checkbox"/>	Soap Dispensers (Q=1 for every 2 sinks)
<input type="checkbox"/>	Paper Towel Dispensers (Q=1 for every 2 sinks)
<input type="checkbox"/>	Mirrors (for each sink)
<input type="checkbox"/>	Hot and Cold-Water Dispensers (up to 110 F)
<input type="checkbox"/>	Basins with Water Stoppers
<input type="checkbox"/>	Ground Barrier (to protect puddles and mud from feet)
<input type="checkbox"/>	Garbage Cans

B.2 – LAUNDRY UNITS

B.2.1 – Roles and Responsibilities

Laundry Units are used to promote health and safety by providing Incident personnel with the means to clean their laundry in remote, temporary camps where plumbing is unavailable. By ensuring proper hygiene, Laundry Units support the operational readiness and wellbeing of all personnel.

B.1.2.1 – State Responsibilities

Potable water delivery and the removal of gray water from Incident will be at the expense of the State.

B.2.2 – Requirements

B.2.2.1 – Washing Capabilities

- a) Washing machines must be capable of effectively processing contaminated, dusty, and sooty firefighter clothing for the full duration of the Incident.
- b) Any Nomex or other fire-resistant garments must be washed separately and rinsed twice using non-fatty-based detergents.

B.2.2.2 – Turnaround Time

- a) Laundry Units must be able to provide a 24-hour return time for all laundry after the first 48 hours at the Incident.
- b) All laundry must be returned clean, folded, and packaged.

B.2.2.3 – Contaminated Clothing Procedures

- a) Laundry Units must maintain and follow written contaminated-clothing procedures, including instructions for handling Nomex, poison ivy/oak-saturated items, and regularly soiled clothing.
- b) Procedures must ensure that contaminated or specialized items are washed separately and processed appropriately.

B.2.2.4 – Accountability & Tracking

- a) Laundry Units must maintain a logbook documenting personnel name, date and time received, laundry weight, and two (2) signature blocks—one for drop-off and one for pick-up.
- b) A weight scale with a minimum twenty five (25)-pound capacity must be used to reconcile drop-off and pick-up weights.

- c) All laundry must be weighed at both drop-off and pick-up to ensure accurate reconciliation of each individual's laundry.
- d) Labeled laundry bags and/or ID tags must be used to track all clothing items and minimize the risk of loss or theft.
- e) No laundry may be left unattended outside the Unit.
- f) Laundry Units must be ready for Incident inspection at any time one the unit is set up and fully functioning.

B.2.2.5 – Staffing & Operating Hours

- a) Laundry Units must be staffed at all times during posted operating hours.
- b) Units must adhere to the minimum posted hours of **0500–1000** and **1700–2200** daily.

B.3 - Inventory and Equipment Requirements

LAUNDRY UNIT	
<input type="checkbox"/>	Company identification, external, on both driver and passenger sides of Laundry Unit
<input type="checkbox"/>	Reflective Triangles
<input type="checkbox"/>	Wheel Chocks (Q=2)
<input type="checkbox"/>	Fire Extinguisher, 2A 10BC with Current Year Inspection Tag
<input type="checkbox"/>	First Aid Kit (5 person) (Q=1)
<input type="checkbox"/>	Self-Contained Power Source (ex. generator, fuel)
<input type="checkbox"/>	Clearly Labeled Potable Water Storage (minimum 2,000 gallons)
<input type="checkbox"/>	Clearly Labeled Gray Water Storage (minimum 2,000 gallons)
<input type="checkbox"/>	Clearly Labeled Hoses
<input type="checkbox"/>	Continuous Hot Water Supply (between 140-160 Fahrenheit)
<input type="checkbox"/>	Logbook (for Names, Dates, Times, Signature Blocks)
<input type="checkbox"/>	25-Pound (lbs.) Weight Capacity Scale (for weighing laundry) (Q=1)
<input type="checkbox"/>	Commercial Grade Detergent
<input type="checkbox"/>	Laundry Bags (Q=1 for each customer)
<input type="checkbox"/>	Durable ID Tags (Q=1 for each laundry bag)
<input type="checkbox"/>	Minimum Posted Hours

B.3 – RESTROOM UNITS

B.3.1 – Roles and Responsibilities

Restroom Units (does not include porta-potties) are used to provide essential sanitation for Incident personnel by promoting health, safety, and dignity in remote, temporary camps where plumbing is unavailable. By ensuring proper hygiene, Restroom Units support the operational readiness and wellbeing of all personnel.

B.3.1.1 – State Responsibilities

Potable water delivery and the removal of gray water from Incident will be at the expense of the State.

B.3.2 – Restroom Unit Requirements

B.3.2.1 – Cleanliness and Staffing

- c) Restroom Units must remain clean, stocked, and fully functioning for the entire duration of the Incident, with an attendant present at all times the Unit is open for use.
- d) Attendants are responsible for cleaning the Restroom Units and must maintain and follow a written cleaning schedule covering toilets, upper surfaces, and floors (if equipped).

B.3.2.2 – Supplies and Functionality

- c) Restroom Units must provide adequate lighting, toilet paper and must be capable of flushing waste (not trash).
- d) The Unit's hoses, fittings, valves, and pumps must be made of food-grade materials and must utilize only potable water throughout the Incident.

B.3.2.3 – Sanitation and Protection

- c) All Restroom Unit hoses and tanks must be clearly labeled and kept closed when not in use to maintain potable water sanitation.
- d) Restroom Units must provide a slip-resistant ground barrier (e.g., mat) to protect users from puddles and mud during use.
- e) All individual toilets must have a reasonable amount of privacy in each unit stall.

B.3.2.4 – Inspection Readiness

- b) Restroom Units must be ready for Incident inspection at any time once the Unit is set up and fully operational.

B.3.3 - Inventory and Equipment Requirements

RESTROOM UNIT	
<input type="checkbox"/>	Company identification, external, on both driver and passenger sides of Restroom Unit
<input type="checkbox"/>	Reflective Triangles

<input type="checkbox"/>	Wheel Chocks (Q=2)
<input type="checkbox"/>	Fire Extinguisher, 2A 10BC with Current Year Inspection Tag
<input type="checkbox"/>	First Aid Kit (5 person) (Q=1)
<input type="checkbox"/>	Self-Contained Power Source (ex. generator, fuel)
<input type="checkbox"/>	Logbook (sanitation records)
<input type="checkbox"/>	Potable Water System Made with Food-Grade Materials
<input type="checkbox"/>	Unit Tank Labeled with “POTABLE” or “For Drinking Water Use Only”, Tank Capacity
<input type="checkbox"/>	Protected Vent Opening(s)
<input type="checkbox"/>	Tank Openings Sealed / Covered
<input type="checkbox"/>	Bottom Tank Drain
<input type="checkbox"/>	Inlets and Outlets Equipped with Threaded or Clamped Caps
<input type="checkbox"/>	Overhead Filling Mechanism on Top of Tank
<input type="checkbox"/>	Water Pump Made of Food Grade Materials
<input type="checkbox"/>	Hoses, Fittings, Valves, Etc. Made of Food Grade Materials
<input type="checkbox"/>	Enclosed Hoses (when not in use)
<input type="checkbox"/>	Labeled Hoses
<input type="checkbox"/>	250 Gallon (minimum) Potable Water Storage (bladder bag not accepted)
<input type="checkbox"/>	500 Gallon Gray Water Storage Capability
<input type="checkbox"/>	Labeled “GRAY WATER” Bladder Bag
<input type="checkbox"/>	Adequate Lighting
<input type="checkbox"/>	Sealed Toilet Paper Dispensers (Q=1 per toilet)
<input type="checkbox"/>	Garbage Cans / Feminine Product Bins
<input type="checkbox"/>	Non-Slip Surfaces In Stalls
<input type="checkbox"/>	Hand Sanitizer or Handwash Station with Disposable Drying Towels

B.4 – SHOWER UNITS

B.4.1 – Roles and Responsibilities

Shower Units are used to promote health and safety by providing Incident personnel with clean, accessible, private shower options in remote, temporary camps where plumbing is unavailable. By ensuring proper hygiene, Shower Units support the operational readiness and wellbeing of all personnel.

B.4.1.1 – State Responsibilities

Potable water delivery and the removal of gray water from Incident will be at the expense of the State.

B.4.2 – Shower Unit Requirements

B.4.2.1 – Capacity and Cleanliness Standards

- a) Shower Units must be capable of servicing multiple individuals simultaneously while maintaining reasonable standards of cleanliness.
- b) Shower Units must be sanitized at least twice daily during non-peak usage periods.
- c) All Shower Units and stalls must remain clean, safe, and fully operational for the duration of the Incident.

B.4.2.2 – Privacy, Safety, and Layout

- a) Shower Units must provide separate showering and dressing areas for men and women.
- b) Shower Units must provide a dry, secure area for clothing and personal belongings.
- c) Shower stalls must offer adequate privacy to ensure individuals are fully protected from outside viewing.
- d) The exterior of the Unit must include a covered, waterproof seating area with ground covering, providing at least one seat for each showerhead.

B.4.2.3 – Attendant Responsibilities

- a) Shower Unit attendants responsible for cleaning must maintain and follow a written cleaning schedule covering all shower areas, dressing spaces, and common areas.
- b) Attendants must provide reasonable security for items left in the exterior covered area, including footwear and other belongings that cannot be carried inside the Unit.

B.4.2.4 – Minimum Facility Requirements

- a) Shower Units will have no fewer than eight (8) private shower stalls to accommodate Incident personnel.

- b) The exterior of the Mobile Shower Unit must include a covered, waterproof seating area with ground covering.
- c) This seating area must provide at least one seat per showerhead available in the Unit.

B.4.2.5 – Staffing & Operating Hours

- a) Shower Units must be staffed at all times during posted operating hours.
- b) Shower Units must clearly post specified hours for the Unit, including times when Unit will be open in the morning, closed for cleaning, and closed for the evening.

B.4.2.6 – Documentation

The following documentation must be posted both on the outside and inside of the Unit:

- a) Respect the privacy and property of others.
- b) No boots or field footwear in the shower area.
- c) No trash or solid waste in the shower drain.
- d) No defecating in the showers. Please use the toilet for all human waste.
- e) Report any issues to the attendant.

B.4.2.7 – Inspection Readiness

- a) Shower Units must be ready for Incident inspection at any time once the Unit is set up and fully operational.

B.4.3 - Inventory and Equipment Requirements

SHOWER UNIT	
<input type="checkbox"/>	Company identification, external, on both driver and passenger sides of Shower Unit
<input type="checkbox"/>	Reflective Triangles
<input type="checkbox"/>	Wheel Chocks (Q=2)
<input type="checkbox"/>	Fire Extinguisher, 2A 10BC with Current Year Inspection Tag
<input type="checkbox"/>	First Aid Kit (5 person) (Q=1)
<input type="checkbox"/>	Self-Contained Power Source (ex. Generator, fuel)
<input type="checkbox"/>	Logbook (sanitation records)
<input type="checkbox"/>	Potable Water System Made with Food-Grade Materials
<input type="checkbox"/>	1,500 Gallons Potable Water Storage, Labeled
<input type="checkbox"/>	2,500 Gallons Gray Water Storage, Labeled
<input type="checkbox"/>	20 PSI and 2 GPM Maintained at Each Showerhead
<input type="checkbox"/>	Water Temperature Capable of 110 Fahrenheit
<input type="checkbox"/>	Minimum of Eight (8) Stalls
<input type="checkbox"/>	Non-Slip Surfaces
<input type="checkbox"/>	Designated Dressing Area (minimum of 30”x30”)
<input type="checkbox"/>	Adequate Lighting
<input type="checkbox"/>	Adequate Ventilation (fans)

<input type="checkbox"/>	Adequate Drainage (no standing water)
<input type="checkbox"/>	Sturdy Clothes / Towel Hooks (Q=3 per showerhead)
<input type="checkbox"/>	Disposable Towels (Q=3 for each customer)
<input type="checkbox"/>	Liquid Soap (phosphate free)
<input type="checkbox"/>	Garbage Cans
<input type="checkbox"/>	Bleach-Based Cleaner(s)

B.5 – SLEEPING UNITS

B.5.1 – Roles and Responsibilities

Sleeping Units are used to promote health and safety by providing Incident personnel with clean, accessible, sleeping options in remote, temporary camps where accommodation is unavailable.

B.5.2 – Sleeping Unit Typing

Type	Berths
Type 1	40-48
Type 2	21-39
Type 3	04-20

B.5.3 – Sleeping Unit Requirements

- Unit must be equipped with A/C, Heat and Air ventilation filter system;
- Each berth must contain air vents filtered through ventilation system;
- Each berth must provide privacy curtains for unfiltered airflow and privacy;
- Each berth must provide an anti-bacterial mattress;

B.5.3.1 – Attendant Responsibilities

- Sleeping Unit attendants responsible for cleaning must maintain and follow a written cleaning schedule covering all sleeping areas.
- Attendants must provide posted hours of operation, daily cleaning schedule and berth roster.
- Attendant must be on duty for each grouping of mobile sleeper units outside of the unit 24-hours a day and familiar with basic operations and troubleshooting of equipment.

B.5.3.2 – Minimum Facility Requirements

- Unit must have a minimum of 2 smoke detectors and 2 carbon monoxide detectors.
- Unit must be equipped with aisleway lighting.
- A minimum of two (2) exits are required with 'EXIT' signs that are lit and backed up by battery.
- Exits must be equipped with push-to-open hardware. No hand locking devices.
- Stair rails and railings on the platform must be provided on each unprotected side or edge.
- 'NO SMOKING' signs must be posted at each entry way.
- Unit must have posted emergency evacuation plan at each entrance/exit.
- Wall and floor covering must have Class 1 fire spread rating.

- i) Two 2A-10BC fire extinguishers must be located on each end of the Unit. One 2A-10BC must be outside near the generator.

B.5.3.3 – Documentation

The following documentation must be kept with each Unit:

- a) Standard Operating Procedures (SOP) for cleanup of:
 - o Blood Borne Pathogens, airborne diseases, generator exhaust fumes;
 - o Air quality mitigation, disinfecting / cleaning process, personnel protection materials/equipment, and training provided to attendant on duty.

B.5.4 – Inspection Readiness

- a) Sleeping Units must be ready for Incident inspection at any time once the Unit is set up and fully operational.

B.5.5- Inventory and Equipment Requirements

SLEEPING UNIT	
<input type="checkbox"/>	Company identification, external, on both driver and passenger sides of Sleeping Unit
<input type="checkbox"/>	Reflective Triangles
<input type="checkbox"/>	Wheel Chocks (Q=2)
<input type="checkbox"/>	Fire Extinguisher, 2A 10BC with Current Year Inspection Tag (Q=3)
<input type="checkbox"/>	First Aid Kit (5 person) (Q=1)
<input type="checkbox"/>	Self-Contained Power Source (ex. Generator, fuel)
<input type="checkbox"/>	A/C, Heat and Air Ventilation Filter System
<input type="checkbox"/>	Berth Curtains (for each berth)
<input type="checkbox"/>	Anti-Bacterial Mattresses
<input type="checkbox"/>	Sleeping Bag & Pillow Rental (Recommended but Not Required)
<input type="checkbox"/>	Smoke and Carbon Monoxide Detectors (Q=2)
<input type="checkbox"/>	Isle Lighting
<input type="checkbox"/>	Emergency Lighting with Backup Battery
<input type="checkbox"/>	Non-Slip Surfaces
<input type="checkbox"/>	Exits and Exit Signs (Q=2)
<input type="checkbox"/>	Push-Open Exits
<input type="checkbox"/>	No Smoking Signs (Q=2)
<input type="checkbox"/>	Posted Emergency Evacuation Plan (Q=2)
<input type="checkbox"/>	Stairs and Platform (if needed)