



Oregon Department of Forestry

Protection Services Contract Unit

Incident Resource Agreement

FAQ

- Q: ***I already have or am planning to sign up resources on a VIPR. Can I still sign up for an IRA?***
- A: A company can sign up on both agreements BUT cannot have the same resources on both agreements (firefighting crews are the exception). Example: any piece of equipment with a VIN cannot have that VIN listed on both agreements simultaneously.
- Q: ***How do I upload my photos to the Rate Sheet?***
- A: Download the PDF to your desktop screen and save it as a PDF. Once there, the PDF form will let you upload your resource photos. If you are still having issues, you can send the photos as separate attachments within the email.
- Q: ***Are camp crews required to have the same overhead positions (crew and squad bosses) as firefighting crews?***
- A: Yes. Camp crews ARE firefighting crews and must be interchangeable to switch from a camp crew to a firefighting crew as needed.
- Q: ***Why do I need a Unique Entity Identification (UEI) number?***
- A: As of now, you are only required to have a UEI number if you list your resource availability as STATEWIDE. All statewide resources are uploaded to the IROC dispatching system which is governed by the USFS. The IROC system requires a UEI.
- Q: ***Do I have to carry my insurance(s) all year?***
- A: The IRA does not require companies to carry their insurances year-round. Companies will need to be covered and submit their Certificate of Liability Insurance documents to the PCSU to be considered "Active" for fire season.

Q: ***Why haven't I gotten a fire call yet?***

A: An Incident Resource Agreement is not a guarantee of work. Resources are called out, as needed, and all districts exercise their authority to call out resources based on the complex needs within that incident.

Q: ***How soon can I expect payment for a work assignment?***

A: Payment for services are made within 45 days of signed invoice receipt. Any payment not received in that time frame is subject to interest as stated in [ORS 293.462\(4\)](#).

Q: ***I haven't received payment for my services on an incident. Who do I contact?***

A: Email FireVendorPayments@odf.oregon.gov to request a status update on any outstanding invoices, with pertinent information such as Incident Name, Invoice Number, Resource Order Number, and/or days outstanding.

Q: ***Where can I complete the required fire safety training?***

A: Our website contains a link titled: [Region 6 MOU training providers](#) that will provide you with a list of resources that provide the required training. You can also reach out to our districts to find out when they will be offering training courses.