

	OFFICE OF STATE FIRE MARSHAL <i>INCIDENT MANAGEMENT TEAMS</i> STANDARD OPERATING GUIDELINES	Number: IMT-I-1007 Adoption Date: Aug. 2016 Author: Mariah Rawlins Review/Revision Date:
OSFM Approved: <u><i>Jim Walker</i></u> Date <u>8/22/16</u> Jim Walker, State Fire Marshal		<u><i>Mariana Ruiz-Temple</i></u> Date <u>8/22/16</u> Mariana Ruiz-Temple, Chief Deputy
SUBJECT: Deployment timelines OBJECTIVE: Define maximum length of assignment for Incident Management Team Members; define process to determine which team is “on rotation”		

I. SCOPE

This SOG provides guidance relevant to all resources deployed by the Office of State Fire Marshal (OSFM), including but not limited to: OSFM Agency Representatives, Incident Management Team (IMT) members, and local fire resources mobilized as part of a task force or strike team.

II. DEFINITION

On Rotation: The period of time that any given IMT is expected to respond to a mobilization within a reasonable timeframe, as agreed upon by the Incident Commander and team members. There is an established schedule showing which team is on rotation at any given time.

III. LENGTH OF ASSIGNMENT

The standard maximum length of a deployment for any resource mobilized by OSFM is 14 days, inclusive of travel to and from the incident. Mobilized resources may be moved from one incident to another within this timeframe. After completion of 14 continuous days of deployment, resources must be given at least 24 hours of rest.

Extensions may be granted after a mutual discussion between the OSFM Agency Administrator, Incident Commander, resource, and resource home unit. Any decision to extend an assignment past 14 days will be documented.

IV. ON ROTATION DETERMINATION

There is an established schedule created, distributed, and maintained by OSFM. This schedule always shows the team that is on rotation. As soon as the on rotation team is activated, the next-up team is on rotation. That 'second up' team remains on rotation until 24 hours after the return time of the last member of the mobilized team.

V. EXAMPLE

(During <u>weekly</u> rotations On-Call time starts at 00:01 Hrs Tuesday)		
2016		
RED TEAM	BLUE TEAM	GREEN TEAM
November, 2015	December, 2015	January, 2016
February, 2016	March, 2016	April 1 - May 3
May 3-9	May 10-16	May 17-23
May 24-30	May 31-June 6	June 7-13
June 14-20	June 21-27	June 28- July 4
July 5-11	July 12-18	July 19-25
July 26- Aug 1	Aug 2-8	Aug 9-15
Aug 16-22	Aug 23-29	Aug 30-Sept 5
Sept 6-12	Sept 13-19	Sept 20-26
Sept 27-Oct 3	Oct 4-31	November, 2016

The date is June 8. Green Team is on rotation. A conflagration is declared and Green Team is activated. At that time, Red Team goes on rotation. Green Team is demobilized on June 11, and the last team member arrives home at 1700 hours. Red Team is still on rotation until 24 hours later, June 12 at 1700 hours. At that point, the normal rotation resumes and Green Team is on rotation until the end of their scheduled rotation, June 14 at 0001 hours.