CALIFORNIA STATE MUTUAL AID

PRE-INCIDENT

PREPAREDNESS

GUIDELINE

July 26, 2018

PREPAREDNESS GUIDELINE

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CALIFORNIA STATE MUTUAL AID PRE-INCIDENT PREPAREDNESS GUIDELINE

The California State Mutual Aid Pre-Incident Preparedness Guideline has been developed to address resource augmentation for anticipated significant fire or other disaster events. It is a preparation tool and meant to be used as a guideline that can assist the operational areas and mutual aid regions in determining the level of augmentation for personnel, equipment, and crews.

In order to determine the most appropriate resources, this Pre-Incident Preparedness Guideline assumes resource orders are in addition to normal staffing.

This Pre-Incident Preparedness Guideline contains several worksheets to assist the reader in establishing the number and type of resources that would be recommended for a:

- **Moderate Event**
- **Severe Event**
- **Extreme Event**

Using the mobilization score sheet will assist managers in estimating the severity of an impending event. The severity of the event prompts the amount of resources to order; and the amount of resources ordered determines the number of pre-positioned resource locations.

Command and control of these resources must remain under the host agency. The resources assigned through the use of this plan may be drawn from any local government agency.

MOBILIZATION OPERATIONS

The first process used to determine the preparedness level for each event is through the use of the mobilization score sheet. The mobilization score sheet uses numerous factors to determine the level of severity for the event.

In addition to the mobilization score sheet, other considerations may be addressed to assess the level of severity for the event such as:

- Potential threat to lives and improved property, including threats to critical facilities, infrastructure, and critical watershed areas; and
- Availability of federal, state and local firefighting resources; and
- Potential major economic impact.

Included in this section are the glossary of terms and instructions for use. After the level of severity is determined, the resource order sheet makes recommendations on equipment, crews, and personnel to augment for the event.

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GLOSSARY OF TERMS

Fire Weather Geographic Area
The number of affected counties associated with the potential event.

Lightning Activity Level
A numerical rating from the lowest value of 1 to the highest of 6, keyed to the start of thunderstorms and the frequency and character of cloud-to-ground lightning forecasted or observed on a rating area during a rating period, a term of the National Fire Danger Rating System (NFDRS). The scale is exponential based on powers of 2 (i.e., LAL 3 indicates twice the lightning of LAL 2).

LAL's of 1 are not associated with lightning, and 4 or 5 receive no score due to wetting rains.

Sustained Wind Speed (Specific Geographic Influence)
Predictive Services forecast for sustained winds (e.g. Santa Ana, Sundowner & Northerly winds). Below 15 mph receives no score.

Temperature
Predictive Services forecast for temperature. Temperature below 75°F receives no score.

Relative Humidity
Predictive Services forecast for relative humidity. Relative humidity above 29% receives no score.

Live Fuel Moisture
Predictive Services forecast for live fuel moisture. Live fuel moisture above 100% receives no score.

Duration of Event
Predictive Services forecast for duration of a potential event.

Forecaster Confidence for Severe Fire Weather
Predictive Services forecast confidence level associated with the potential event (probable or significant). If no severe fire weather is predicted, it receives no score.

CWCG Preparedness Level
Use the preparedness level provided by the Geographic Area Coordination Center (GACC).

MACS Mode
Use the MACS Mode level provided by the GACC.

"MODES OF OPERATION" AND CWCG "PREPAREDNESS LEVELS"

California is currently using both FIRESCOPE MACS Modes and the CWCG Preparedness Levels. Both systems have their place in establishing levels of operational readiness depending on the magnitude of the emergency. Both CWCG Preparedness Levels and FIRESCOPE MACS Modes were designed in response to managing resource commitment during periods of high demand due to multiple emergencies. Although either system could be used alone, both systems are used collaboratively as each have their advantages when considering the variety and complexity of emergencies that tend to occur in California. More detailed information and comparisons of each system are provided below. (See page 5 for preparedness levels)

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FIRESCOPE MACS "MODES OF OPERATION"

FIRESCOPE MACS Modes are more operationally focused and tend to consider other all hazard incidents that may impact the availability of emergency response resources. There are four operating MACS modes. The four MACS modes of operations are reflective of overall regional emergency activities, specific incident activity, resource commitment, and predicted weather patterns that may result in continued or increased resource commitments. (See page 5 for Modes of Operation)

CALIFORNIA WILDFIRE COORDINATING GROUP "PREPAREDNESS LEVELS"

National Preparedness Levels were established by the National Wildland Fire Coordinating Group. The California Wildfire Coordinating Group, (CWCG) has accepted the National Preparedness Levels (with minor modifications) for use in California. The CWCG Preparedness Levels are described in more detail in the California Mobilization Guide: https://gacc.nifc.gov/oncc/camobguide.php. CWCG Preparedness Levels are similar to the FIRESCOPE MACS Modes in that they are based on a combination of incident activity, resource commitment, and predicted weather. However, the Preparedness Levels differ from the FIRESCOPE MACS Modes because they take into consideration the full range of wildland fire activities, such as prescribed fire. This ensures that fire protection responsibility and prescribed fire does not exceed the state's wildland fire response capabilities and are coordinated with the state and national wildland fire activities. Preparedness Levels are determined by situational criteria that determine specific actions and the responsible party. The Preparedness Levels can restrict prescribed fire and/or fire use in order to ensure that adequate resources are available for emergency response. There are five distinct Preparedness Levels. Each level is described below beginning with Preparedness Level 1, comparable to FIRESCOPE MACS Mode 1 and ending with Preparedness Level 5 that is comparable to FIRESCOPE MACS Mode 4.

PREPAREDNESS LEVEL (PL): Actions and Responsibilities

PL 1 thru PL 3:

MAC Area preparedness levels will be monitored and managed by the Cal FIRE California Northern Region (CNR) and federal agencies' Operations Northern California (ONC) in Redding, hereafter referenced as North Ops, and the Cal FIRE Southern Region (CSR) and federal agencies' Operations Southern California (OSC) in Riverside, hereafter referenced as South Ops, for Preparedness levels 1, 2, and 3. The determination of these levels will represent a consensus of the Interagency Coordinators from the Forest Service, Department of Interior, Governor's Office of Emergency Services Fire and Rescue Division, and California Department of Forestry and Fire Protection; CWCG will be kept appraised of changes in levels.

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PL 4 thru PL 5:

The GACC will contact the Chair of CWCG to recommend moving above Preparedness Level 3. The Chair of CWCG will contact the members or representatives to develop consensus on the recommendation, and report the result to the GACC. CWCG does not need to convene for moving from Preparedness Level 4 to Preparedness Level 3.

Preparedness Levels 4 and 5 will be declared by a consensus of the members of the CWCG/CalMAC. The Chair of CWCG will contact the CalMAC member representatives to develop consensus on the recommendation and report the result to the North Ops and South Ops. CalMAC may be activated, by consensus of the CWCG membership. The decision to conduct CalMAC activities via conference call or face-to-face at a single location will be made with the consensus of the CWCG membership.

PL 5: CalMAC is fully activated.

Under PL 5, CalMAC operations will be established either at an agreed upon location, or via conference calls determined by concurrence of the CalMAC members. When CalMAC is activated, it will coordinate efforts with NMAC, North and South MAC Groups, and as needed with the State Operations Center (SOC).

Upon activation CalMAC will:

1. Consider pre-positioning resources within the state.
2. Provide the National Interagency Coordination Center with incident priorities and other pertinent information.
3. Alert Units and Forests through normal channels of the possibility of going to Preparedness Level 5.
4. Conference calls are established to provide statewide coordination of resources and to consider recommendations of the North and South MAC Groups as well as the SOC. Conference calls will be scheduled to complement activities of North and South MAC Groups (see Conference Call Format).

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MACS MODES of OPERATIONS	CWCG PREPAREDNESS LEVEL
Mode 1 Reflects a non-critical statewide situation. In general, there are no major or multiple incidents that would require extended use of Multi-Agency resources. This mode reflects a typical non-fire season operation for wildland fire agencies.	**Level 1** Few or no class A, B, and C wildland fires. Minimal or no commitment of interagency resources to suppression activities. Current and short-range predictions for low to moderate fire danger. Local units implementing prescribed fire operations with sufficient contingency resources available. Agencies above drawdown levels and requests for personnel and resources outside of the local area are not occurring.
Mode 2 Reflects normal fire season operations. While isolated major incidents may occur, there is no significant impact on regional or statewide resources.	**Level 2** Numerous class A, B, and C wildland fires. Local commitment of interagency resources for initial attack, fuels projects and wildland fire use for resource benefit. Current and short-term weather predictions for moderate fire danger. Local units implementing prescribed fire operations with sufficient contingency resources available. Agencies above drawdown levels and requests for personnel and resources outside of the local area are of minimal to low impact.
Mode 3 Reflects a serious situation or the potential for a serious situation. A serious situation could be a high potential incident that involves the use of resources from multiple agencies. Generally, a Mode 3 would exist when one to three such incidents were occurring simultaneously, or when the potential for a regional or statewide emergency situation exists. Severe winter weather conditions, a forecast for Santa Ana winds, or a tsunami warning could be sufficient to initiate a Mode 3. The major commitment of fire suppression resources in region to an out- of-region incident would warrant a Mode 3.	**Level 3** High potential for Class D and larger fires to occur with several active Class A, B, and C fires. Mobilization of agency and interagency resources within the Geographic Area/Region, but minimal mobilization between or outside of Geographic Area/Regions. Current and short-term forecasted fire danger is moving from medium to high or very high. Local units implementing prescribed fire operations starting to compete for interagency contingency resources. Agencies still above drawdown levels for suppression resource, but starting to have difficulty maintaining sufficient resources to meet initial attack responsibilities, project fire support, and fuel projects/prescribed fire requirements without prioritizing or using non-local support. Some critical resource needs are starting to be identified.
Mode 4 Signifies the existence of a total regional or statewide area effort where resource use priorities require a concerted multi- agency coordination effort. A statewide MAC operation may be established in Sacramento, while the Regional MAC Operations would be activated at South Ops and/ or North Ops. Agency representatives, by either conference call or in person at the coordination center, should be authorized to speak and commit resources for their agency.	**Level 4** Continuing initial attack activity and Class D or larger fires are common in one or both Geographic Area/Regions. Resource ordering and mobilization of personnel is occurring between Geographic/Regions. Current and short-term weather forecasts are for high to very high fire danger. The long-range forecast for the next week indicates continued high fire danger. Local units may implement new fuel/wildland fire use/ prescribed fire projects, but operational and contingency resources must be provided by the agency or by local arrangements. Actual and long-range fire weather forecasts predict high to very high fire danger. Significant potential exists for moving into extreme fire danger for most of the Geographic Area/Region. Personnel and resources at minimum drawdown levels, especially for initial attack. Fuels projects and prescribed fires can only be implemented with agency contingency resources or special arrangements within the local units. Mobilization and resource orders are occurring for suppression assignments within the Geographic Area/Region and between Geographic Areas/Regions.
Ref: MACS 410-1 (July 11, 2018)	**Level 5** CalMAC is fully activated. Agencies are below drawdown levels. Class D and larger fires are common in the North and/or South GACC/Region. North and/or South GACC/Region cannot fill many outstanding resource requests and are sending these orders to NICC. Use of local government resources is common. Reassignment of personnel and resources between incidents is common. Current and short-range weather forecasts predict very high to extreme fire danger. Long-range forecasts for the following week for North and/or South GACC/Region indicate continued very high to extreme fire danger. Activation of National Guard or military personnel and resources is being considered or has been done. Orders for California resources are causing the state to drop below agency drawdown levels. State and Local government personnel are being used to fill in-state and out-of-state resource orders. Actual and long-range fire danger predictions are for very high or extreme. Personnel and resources are at or below agency minimum.

Draw Down Level
Use the draw down consideration for fire agencies: ICS 410-5 http://www.firescope.org/docs-operations/ics%20410-5.pdf

(MACS 405 form): https://www.firescope.org/acs-docs/-405.pdf

7 Day Significant Fire Potential (Regional/Geographic or Operational Area Impact)
Forecasted events for wildland incidents are determined by the "7 DAY SIGNIFICANT FIRE POTENTIAL" report produced daily by the Predictive Services office.

EXPLANATION OF THE 7 DAY SIGNIFICANT FIRE POTENTIAL PRODUCT

For those of you who monitor this product, it is important to ensure that it is being interpreted correctly.

To begin with, it is very important that the user understand that although weather is a major contributor to large fire potential, this product is NOT a weather forecast. It is a large fire potential forecast.

The purpose of the product is to estimate the daily large fire risk for the next 7 days by assessing the following:

1. Daily probability for occurrence of a new large fire and/or,
2. Daily potential for significant new growth on an existing large fire

The product is based on a statistical mode which uses fuel moisture inputs from the NFDRS (WIMS) and various gridded weather inputs from weather models. This data is processed through a series of equations that yield forecasts of Fuel Dryness Level (DL) as well as probabilities (some objective and some subjective) of certain critical weather conditions for each of the next 7 days. When appropriate, combinations of DL and weather triggers are expected, a "**High Risk Day**" is designated on the chart to warn of a significantly higher than normal chance for a "Large Fire".

A "Large" fire has been defined for each Predictive Service Area in California, and is based on a statistical analysis and can be located at:

Southern California Geographic Coordination Center: https://gacc.nifc.gov/oscc/predictive/weather/
Northern California Geographic Coordination Center: https://gacc.nifc.gov/oncc/predictive/weather/

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Information is portrayed on the chart by a color code and, when appropriate, a symbol as follows:

Fuel Dryness (DL) is represented on the chart for each day and for each Predictive Service Area as one of three colors. DL is determined by combinations of ERC and F100.

1. Green – Indicates a DL, which historically has not resulted in any realistic chance of large fires.
2. Yellow – Indicates a rather "normal" summertime dryness that typically will not result in large fires unless accompanied by a critical trigger event (often weather related).
3. Brown – Indicates very dry fuel levels which result in a much higher than normal chance of large fires when accompanied by a critical trigger event. A low to moderate threat for large fires exists in the absence of a trigger.

"High Risk Days" are special days when conditions (i.e. dry fuels in conjunction with a critical trigger event) exist that historically have yielded a significant chance for a large fire. They will be designated on the chart in RED with a symbol designating the trigger as follows:

1. Red and a lightning bolt – An expected combination of dry fuels and a lightning trigger. It must be remembered that this designation will only show on the chart when an appropriate amount of lightning and an appropriate DL is expected. This is NOT simply a lightning forecast.
2. Red and a High Risk Days (HD) – An expected critical combination of dry fuels and an unseasonably hot and dry air mass. While this condition does not start fires, it often produces a favorable environment for new starts to become large. Thus this trigger can result in significant growth on existing fires but for most areas, it correlates poorly with new large fires.
3. Red and a Wind (W) – Represents dry and windy. Again as stated in number 2 above, wind does not necessarily start fires (although in some extreme cases it could), it rather produces a favorable environment for new start to become large.

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INSTRUCTIONS FOR USAGE OF WILDLAND FIRE MOBILIZATION SCORE SHEET AND WILDLAND FIRE RESOURCE REQUEST ORDER SHEET

1. Within each row, check the radial button in the box that best describes the forecasted condition. If there is no value for a row, it would be left blank. (See Predictive Services on Page 11 for links to meteorological info)

2. Total the number of check marks per column and enter their sub-total in the box provided.

3. Multiply the column sub-totals by the severity factor and enter this adjusted sub-total in the same colored box provided in the next row.

4. Enter the adjusted sub-totals into the formula provided at the bottom of the sheet.

5. Add the three adjusted sub-totals and divide by 12 to complete the mobilization score.

6. Utilize the final score from the mobilization score sheet to refer to the resource order sheet for the numbers recommended for augmentation.

7. If the score sheet recommends a **MODERATE EVENT**, both the Cal OES Director and Cal OES State Fire and Rescue Chief will review and provide approval in addition to the Cal OES Operations Deputy Chief.

The Wildland Fire Mobilization Score sheet and Wildland Fire Resource Request Order sheet forms are electronically fillable. These documents are located at https://www.Firescope.org.

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WILDLAND FIRE MOBILIZATION SCORE SHEET

	Moderate Event		Severe Event		Extreme Event	
Fire Weather Geographic Area	1 Op Area	○	2-4 Op Areas	○	5 or more Op Areas	○
Lightning Activity Levels	LAL 2-3	○	N/A		LAL 6	○
Sustained Wind Speeds (Specific Geographic Influence)	15 - 25 MPH	○	26 - 35 MPH	○	36 MPH or >	○
Temperature	75 - 85 °F	○	86 - 95 °F	○	>than 96 °F	○
Relative Humidity	20% - 29%	○	10% - 19%	○	Below 10%	○
Live Fuel Moisture	80% - 100%	○	60% - 79%	○	Below 60%	○
Duration of Event	Up to 2 days	○	2 – 3 days	○	3 or more days	○
Forecaster Confidence for Severe Fire Weather (Probable or Significant)	LOW	○	MODERATE	○	HIGH	○
CWCG Preparedness Level	Level 2	○	Level 3	○	Level 3+	○
MACS Mode	Mode 2	○	Mode 3	○	Mode 3+	○
Operational Area Draw Down	Level 1	○	Level 2	○	Level 3	○
7 Day Significant Fire Potential (Regional/Geographic or Operational Area Impact)	No Red	○	One Red	○	More than one Red	○
Column Sub Total	# of ✓	0	# of ✓	0	# of ✓	0
Severity Factor	0 x 1=	0	0 x 2 =	0	0 x 3 =	0
Mobilization Score		0	+ 0	+	0	= 0 /12 = 0.0

Region _____ **Operational Area** _____

OA Coordinator Name _____ **Date** _____ **Time** _____

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PREDICTIVE SERVICES

ON-LINE METEOROLOGICAL LINKS/RESOURCES

Fire Weather Geographic Area

Lightning Activity Level
Los Angeles: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=LOX
San Diego: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=SGX
Phoenix: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=PSR
Las Vegas: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=VEF
Reno: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=REV
Hanford: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=HNX
Monterey: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=MTR
Sacramento: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=STO
Eureka: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=EKA
Medford: https://forecast.weather.gov/product.php?site=NWS&product=FWF&issuedby=MFR

Sustained Wind Speeds
https://mesowest.utah.edu/cgi-bin/droman/mesomap.cgi?state=CA&rawsflag=3
Click on the dropdown menu next to the word “Network” on the left side of the screen. Select “NWS and RAWS”. Click on the dropdown menu next to “Overlay1”, select “Current Wind Speed” and click refresh.

Temperature
https://mesowest.utah.edu/cgi-bin/droman/mesomap.cgi?state=CA&rawsflag=3
Click on the dropdown menu next to the word “Network” on the left side of the screen. Select “NWS and RAWS”. Click on the dropdown menu next to “Overlay1”, select “Current Temp” and click refresh.

Relative Humidity
https://mesowest.utah.edu/cgi-bin/droman/mesomap.cgi?state=CA&rawsflag=3
Click on the dropdown menu next to the word “Network” on the left side of the screen. Select “NWS and RAWS”. Click on the dropdown menu next to “Overlay1”, select “Current RH” and click refresh.

Live fuel Moisture
South: https://www.wfas.net/nfmd/public/current_state_data.php?gacc=SOCC&state=CA&submit_button=Submit+Request
North: https://www.wfas.net/nfmd/public/current_state_data.php?gacc=NOCC&state=CA&submit_button=Submit+Request

Duration of Event
South: https://gacc.nifc.gov/oscc/predictive/outlooks/Scal_Fire_Potential.pdf
North: https://gacc.nifc.gov/oncc/predictive/weather/7Day.pdf

Forecaster Confidence for Severe Fire Weather
South: https://gacc.nifc.gov/oscc/predictive/outlooks/Scal_Fire_Potential.pdf
North: https://gacc.nifc.gov/oncc/predictive/weather/7Day.pdf

Predictive Service Area/OP Area State Map
https://gacc.nifc.gov/oscc/predictive/weather/CA_Counties_PSA.jpg

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WILDLAND FIRE RESOURCE REQUEST ORDER SHEET

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If the Operational Area (OA) is unable to fill the pre-position incident order and request within the OA, the OA dispatch center will generate and place the request to the Cal OES Fire and Rescue Mutual Aid Region dispatch center to be filled at the region level.

Equipment/Crews/ Overhead/Aircraft	☐	Moderate Event 1.6 – 1.9	☐	Severe Event 1.9 – 2.2	☐	Extreme Event 2.2 – 3.0
Engines	☐	• One (1) OES or Local Government Engine Strike Team of any type **OR** One (1) Task Force	☐	• Up to two (2) OES or Local Government Engine Strike Teams **OR** Task Forces **OR** combination thereof	☐	• Up to three (3) OES or Local Government Engine Strike Teams **OR** Task Forces **OR** combination thereof
Dozers	☐	• N/A	☐	• One (1) Local Government Dozer Strike Team	☐	• One (1) Local Government Dozer Strike Team
Water Tenders	☐	• Up to (1) OES or Local Government	☐	• Up to two (2) OES or Local Government	☐	• Up to two (2) OES or Local Government
Aircraft	☐	• One (1) Local Government Copter	☐	• Two (2) Local Government Copters	☐	• Three (3) Local Government Copters
Hand Crews	☐	• One (1) Local Government Hand Crew	☐	• Two (2) Local Government Hand Crews	☐	• Three (3) Local Government Hand Crews
Overhead, LOGS, Intel, Support Staff*	☐	• One (1) Local Government Dispatcher	☐	• Two (2) Local Government Dispatchers • One (1) Local Government Type 3 Incident Management Team (Command & General Staff) (up to 14 personnel)	☐	• Up to four (4) Local Government Dispatchers • One (1) Local Government Type 3 Incident Management Team (Command & General Staff) (up to 14 personnel)

**Logistical support such as fuel, food and lodging is only approved on a case by case basis. It is not intended for the use of the requesting OA within the same OA.*

Region_____**Operational Area** _____

Operational Area Coordinator Name_____**Date**_____**Time** _____

LEVEL I – MODERATE EVENT	RESOURCES
• Intensity ▪ <0.1 inches in 15 minutes ▪ <0.2 inches in 15 minutes ▪ <0.3 inches in 60 minutes • Criteria: ▪ The potential of mud and debris flow is low; however, small isolated mud and debris mudflows possible at specific public infrastructure locations. ▪ Streets may be flooded or blocked by debris. ▪ Few structures may be anticipated to be endangered.	• Equipment ▪ Staff up to three (3) OES or Local Government any type Single Engine resources ▪ One (1) Dozer
LEVEL II – SEVERE EVENT	**RESOURCES**
• Intensity ▪ 0.1 inches in 15 minutes ▪ 0.2 inches in 15 minutes ▪ 0.3 inches in 60 minutes • Criteria: ▪ Moderate debris and mudflows possible at more widespread locations ▪ Some streets may be completely blocked by debris ▪ Depending on location and terrain some structures may be endangered	• Equipment ▪ Up to two (2) OES or Local Government Engine Strike Teams any type ▪ Up to one (1) Dozer Strike Team ▪ One (1) OES or Local Government Water Tender ▪ One (1) Copter • Overhead ▪ IMT Command & General Staff (up to 14 personnel)
LEVEL III – EXTREME EVENT	**RESOURCES**
• Intensity ▪ 0.2 inches in 15 minutes ▪ 0.3 inches in 15 minutes ▪ 0.5 inches in 60 minutes • Criteria: ▪ The potential exits for significant mud and debris flow to be widespread over specific areas. ▪ Streets may be blocked and unsafe for travel. ▪ Existing channels will be overwhelmed. ▪ Many structures would be endangered by mud and debris flow.	• Equipment ▪ Up to three (3) OES or Local Government Engine Strike Teams any type ▪ Up to two (2) Dozer Strike Teams ▪ Up to four (4) OES or Local Government Water Tenders ▪ Up to two (2) Copters • Overhead ▪ IMT Command & General Staff (up to 14 personnel)

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PRE-POSITIONING APPROVAL OF RESOURCES

IN _____ COUNTY/CITY INCIDENT NAME _____

This is to inform you of a buildup of emergency service resources in your area due to a possible emergency event.
It is sent to you by the State Fire and Rescue Coordinator from Cal OES Headquarters in Mather, California.
This information is intended to assist you with planning & pre-positioning for the possibility of an impending emergency.

TYPE OF EVENT _____ OES CONTROL NUMBER _____

DATE/TIME OF INITATION _____ EVENT LEVEL _____

Local Government Incident Management Team(s) _____

Cal OES Fire Duty Chief

Name _____ Phone Number (916) 845-8670

Resources

Engines:
Number of Local Government Engines Type 1 _____ Type 2 _____ Type 3 _____ Type 6 _____

Number of Cal OES Engines Type 1 _____ Type 3 _____ Type 6 _____

Dozers:
Number of Local Government Dozers Type 1 _____ Type 2 _____

Water Tenders:
Number of Local Government Water Tenders Type 1 _____ Type 2 _____

Number of Cal OES Water Tenders Type 1 _____

Aircraft:
Number of Helicopters _____ Location _____

Sent by _____ Contact Number _____

Date _____ Time _____

Hand Crews:
Number of Local Government Hand Crews Type 1 _____ Type 2IA _____ Type 2 _____

Overhead:
Number of Personnel Dispatchers _____ Incident Management Team _____

Location of Resources _____

Start Date _____ Time _____ End Date _____ Time _____

Logistical Support

☐ Approved	☐ Denied	☐ N/A	Fuel _____
☐ Approved	☐ Denied	☐ N/A	Food _____
☐ Approved	☐ Denied	☐ N/A	Lodging _____
☐ Approved	☐ Denied	☐ N/A	Misc. _____

Cal OES Fire Chief _____ **Date** _____

☐ **Moderate** ☐ **Approved** ☐ **Denied (Correspondence to follow on specifics for denial)**

Cal OES Deputy Fire Chief _____ **Date** _____

☐ **Severe** ☐ **Extreme** ☐ **Approved** ☐ **Denied (Correspondence to follow on specifics for denial)**

RESOURCE COMMUNICATIONS

A telephone number is established at the OES Headquarters to provide a travel and status-reporting line for all resources in travel status. This number is **not** for general information such as weather updates and fire information.

The California State Warning Center: **(800) 421-2921 or**

Cal OES Fire and Rescue Duty Chief: **(916) 845-8670**

Unless otherwise directed, it is expected that resources will check in with the Cal OES Fire and Rescue Duty Chief whenever expected travel time will be adversely impacted. Impacts include extended rest stops, mechanical breakdowns, feeding or other activities that will significantly impact identified travel times more than **2** hours.

When making contact with the California State Warning Center number, be prepared with your identifier, location, and current assignment. Also be equipped to write down any new assignment information. Calls must be concise and brief to be effective.

Strike Teams still should monitor CESERS (153.7550) and/or other identified frequencies.

REASSIGNMENT OF OES AND LOCAL GOVERNMENT RESOURCES

If reassignments of these resources are necessary, there must be positive coordination with the OES AREP on scene of the incident or the Cal OES Fire and Rescue Duty Chief to secure expressed permission to reassign an OES or Local Government resource to another incident. Resources cannot be reassigned without this expressed permission.

EMERGENCY DEMOBILIZATION

For emergency release of a resource, the Emergency Release Form will be completed by the host ECC and submitted to the California Fire and Rescue Mutual Aid Region.

DEMOBILIZATION PLANNING

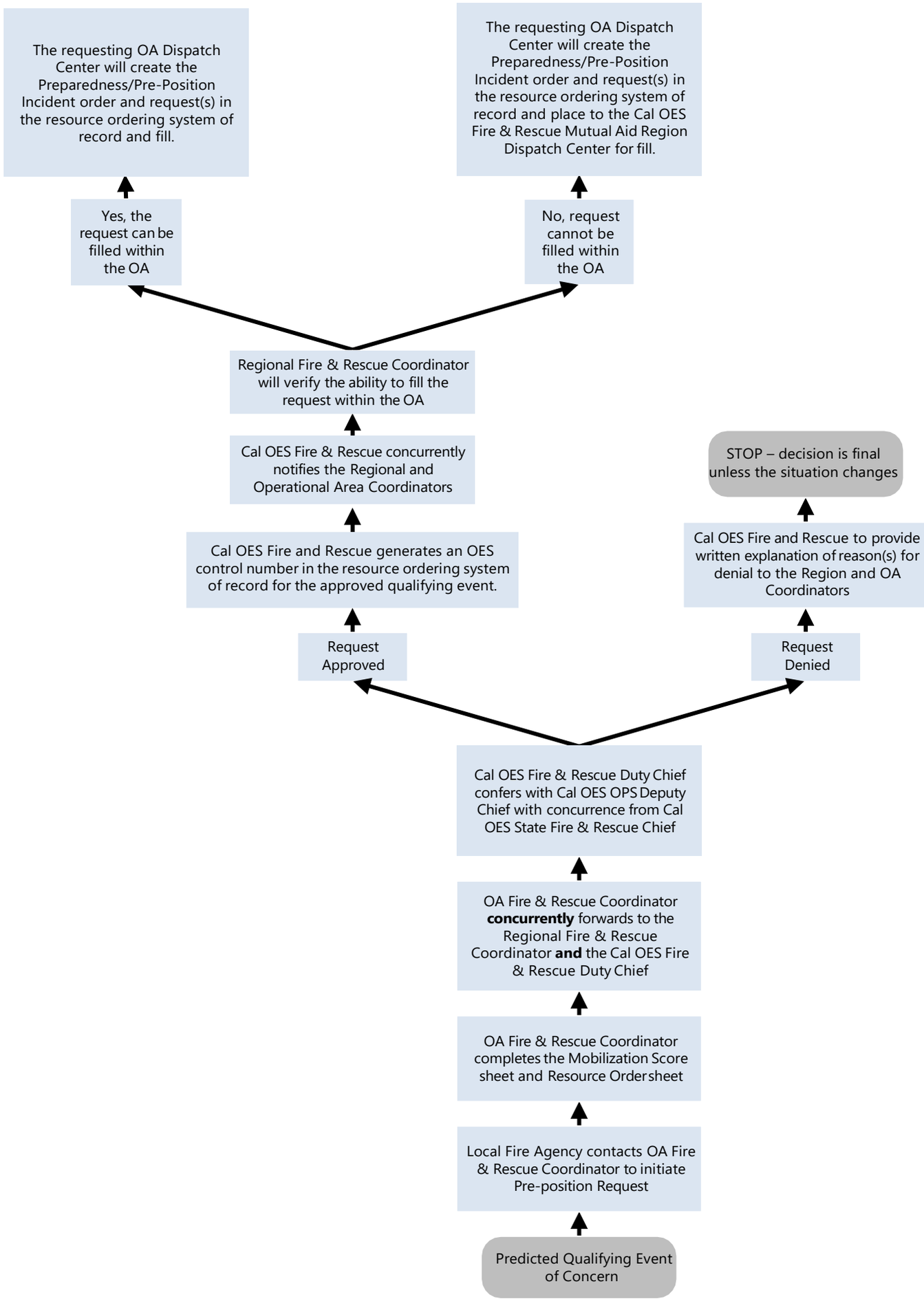
Demobilization planning should begin with the mobilization build-up. Notify the California Fire and Rescue Mutual Aid Region prior to releasing resources. Approval for releases will be obtained from each level involved in processing the original request. This allows the agencies the opportunity to reassign resources efficiently.

Demobilization Considerations

- ☐ Release Timing: The Plans Section Chief will alert the incident host Unit with adequate lead time to allow planning to be accomplished.
- ☐ Payments: Each agency will follow their incident business plan for incident payment processes.
- ☐ Transportation: Costs should be considered in determining release priority. Sufficient lead time is imperative in arranging for transportation to be at the departure point when crews or personnel are ready to depart. Late night releases or travel are to be avoided. Every effort will be made for released resources to be home or rest overnight (RON) by 2200, local time.
- ☐ Communications: Adequate communication between key personnel (i.e. Plans Section Chief, Demob Unit Leader, Logistics Chief, Ground Support Unit Leader, Finance Team, Agency Representative if applicable, OESH and home Unit.) must be established and maintained. It is important that the ECC receive notice of ETA of returning personnel in sufficient time to arrange for their travel.

Note: Refer to the California Interagency Mobilization Guide: https://gacc.nifc.gov/oncc/camobguide.php

Pre-incident Preparedness Guideline
Resource Request Process Flowchart



PREPAREDNESS GUIDELINE

PRE-INCIDENT PREPAREDNESS GUIDELINE RESOURCE REQUEST PROCESS

- Local government fire agency pre-position resources will not depend on CAL FIRE or federal fire agencies for approval of their mobilization score sheet and resource order sheet. Cal OES Fire and Rescue will be the approving agency. It is understood that collaboration and coordination amongst the California fire service shall occur.
- Ordering (**OES equipment preferred if available**)
- Approval
- Mobilizing
- Terminating- once the pre-position resources are no longer needed the process that was used to initiate the request will be followed to terminate. Evaluation of need will be performed every 12 hours amongst the Operational Area (OA) Fire and Rescue Coordinator, Cal OES Fire and Rescue Duty Chief, Cal OES Fire and Rescue Operations Deputy Chief. There would be a courtesy notification to the Regional Fire and Rescue Coordinator on the outcome.

ADDRESS ORDERS THAT CAN BE FILLED WITHIN THE OA

Evaluation and assessment to preposition resources will begin at the local level within the OA. If it is determined there is a need, initiation will begin through a phone call to the OA Fire and Rescue Coordinator, who in turn will complete the mobilization score sheet and resource order sheet. If the request meets the criteria, the OA Fire and Rescue Coordinator will contact the Regional Fire and Rescue Coordinator and Cal OES Fire and Rescue Duty Chief **concurrently**. The Cal OES Fire and Rescue Duty Chief will seek approval from Cal OES Fire and Rescue Operations Deputy Chief. If approved, an OESH control number will be provided by the Cal OES Fire and Rescue Duty Chief. The OESH control number will be documented in the resource ordering system of record when the preparedness/pre-position incident is generated by the requesting OA dispatch center. The OA dispatch center will generate the qualifying event as a preparedness/pre-position incident with an OESH control number and proceed with filling the request.

Process

1. Local fire agency makes call to OA Fire and Rescue Coordinator.
2. OA Fire and Rescue Coordinator completes mobilization score sheet and resource order sheet.
3. OA will begin to assess if they can fill order within the OA.
4. OA will forward the mobilization score sheet and resource order sheet to the Regional Fire and Rescue Coordinator and Cal OES Fire and Rescue Duty Chief concurrently.
5. Cal OES Fire and Rescue Duty Chief assesses and discusses with the Cal OES Fire and Rescue Operations Deputy Chief.

6. The Cal OES Fire and Rescue Operations Deputy Chief approves with concurrence from the State Fire and Rescue Chief (if denied, the decision is final).
7. An OESH control number is generated in the resource ordering system of record (internal to Cal OES) for the approved qualifying event.
8. The OESH control number is concurrently provided to the OA and Regional Fire and Rescue Coordinator.
9. The requesting OA dispatch center will create the Preparedness/Pre-Position Incident order and request(s) in the resource ordering system of record.
10. The OESH control number will be added as documentation for tracking purposes in the OA resource ordering system of record.
11. If the approved pre-position resource(s) is re-dispatched to an incident within the OA, the OA Fire and Rescue Dispatch Center will notify the Cal OES Fire and Rescue Duty Chief and the Regional Fire and Rescue Coordinator (Region Dispatch Center) and will subsequently notify upon return to pre-position.

ADDRESS THE ORDERS THAT ARE UNABLE TO BE FILLED WITHIN THE OA

If the (OA) Fire and Rescue Coordinator is unable to fill the request, the requesting Cal OES Fire & Rescue Mutual Aid OA dispatch center will generate the order as a Preparedness/Pre-Position Incident and build the request(s) in the resource ordering system of record and place to the region ECC for fill. A Cal OES Fire & Rescue financial code will be utilized and an OESH control number will be provided. The approval process remains the same within Cal OES. The Cal OES Fire and Rescue Mutual Aid Region dispatch center is utilized for the coordination and mobilization of the request.

Process

1. Local fire agency makes call to OA Fire and Rescue Coordinator.
2. OA Fire and Rescue Coordinator completes mobilization score sheet and resource order sheet.
3. OA will forward the mobilization score sheet and resource order sheet to the Regional Fire and Rescue Coordinator and Cal OES Fire and Rescue Duty Chief concurrently.
4. Cal OES Fire and Rescue Duty Chief assesses and discusses with the Cal OES Fire and Rescue Operations Deputy Chief.
5. The Cal OES Fire and Rescue Operations Deputy Chief approves with concurrence from the State Fire and Rescue Chief (if denied, the decision is final).
6. The Regional Fire and Rescue Coordinator will notify the OA of the approval.
7. The OESH control number is concurrently provided to the OA and Regional Fire and Rescue Coordinator.
8. OA is unable to fill order within the OA.
9. OA dispatch center will create the preparedness/pre-position incident order and request(s) in the resource ordering system of record and place to the Region Dispatch Center for fill.
10. The OESH control number will be added as documentation for tracking purposes in the OA dispatch center resource ordering system of record.

11. If the approved pre-position resource(s) is re-dispatched to an incident within the OA, the OA Fire and Rescue Dispatch Center will notify the Cal OES Fire and Rescue Duty Chief and the Regional Fire and Rescue Coordinator (Region Dispatch Center) and will subsequently notify upon return to pre-position.

Daily Status (Needs of Retaining Pre-Position Order)

Each 12 hour operational period will require an updated mobilization score sheet and resource order sheet by the OA Fire and Rescue Coordinator. The mobilization score sheet and resource order sheet should be routed in the same fashion as the initial request. If it is determined any resources need to be released, they have authority to make that decision, but must also notify the original requesting local government Fire Chief. Subsequently, the Regional Fire and Rescue Coordinator and Cal OES Fire and Rescue Fire Duty Chief will be notified for possible reassignment or release of resources to home.

As conditions warrant, there made be a need to approve a 24 hour operational period(s).

Needs Determined Demobilization of Resources

- Concurrent notification to OA Fire and Rescue Coordinator, Cal OES Fire and Rescue Duty Chief, Cal OES Fire and Rescue Operations Deputy Chief, and Regional Fire and Rescue Coordinator.
- Cal OES Fire and Rescue Duty Chief will be notified to terminate the event.

Reassignment of Resources

- Pre-position funding will be approved for Pre-position resources re-dispatched to and from initial attack (IA) responses that are within the OA and within the approved operational period (unless other funding sources available).
- Pre-position re-dispatched responses outside the OA will more than likely be MMA unless other funding sources support the request, i.e., FMAG, CDAA, Presidential Declaration etc., generally approved for 75% reimbursement.
- If responses involve re-dispatch orders and requests to a State of Federal Incident through the CFAA, reimbursement is at 100%. (Pre-position funding source stop/start)
- Hours applied on the pre-position will qualify as hours served for the 12 or 4 hour CFAA free period.