

Annual Operating Agreement (2002)
for the
Reciprocal Fire Protection Agreement
between
U.S. Department of the Interior
Bureau of Land Management
Alaska Fire Service
(#1422LAA99-0012)
and
State of Alaska
Department of Natural Resources
Division of Forestry
(#AK-DF-S-99FC-0005)

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JUL 5 2002

DIVISION OF FORESTRY
COASTAL REGION

OPERATIONAL PROCEDURES

THIS ANNUAL OPERATING AGREEMENT, effective the latest date of approving signature, by and between the United States Department of the Interior, Bureau of Land Management, Alaska Fire Service, hereinafter referred to as "AFS", and the State of Alaska, Department of Natural Resources, Division of Forestry, hereinafter referred to as "DOF", is intended to establish standard operating procedures and provide specific detailed guidance for implementing the Reciprocal Fire Protection Agreement. This Annual Operating Agreement is intended to:

- A. Clearly identify and define, as appropriate, the operational aspects and field relationships agreed to in the Reciprocal Fire Protection Agreement;
- B. Not conflict with the terms in the Reciprocal Fire Protection Agreement;
- C. Be signed by the Bureau Manager, Alaska Fire Service and the State Fire Program Manager.

This Annual Operating Agreement may be amended at any time by written consent of both parties and will remain in effect until termination of the Reciprocal Fire Protection Agreement or until replaced by succeeding agreements. It is the intent of AFS and DOF to review and update this Annual Operating Agreement yearly.

ANNUAL OPERATING AGREEMENT

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I. Recitals (refer to page 1 of the Reciprocal Fire Protection Agreement)

AFS and DOF agree to review the Reciprocal Fire Protection Agreement beginning no later than March 2003.

II. Definitions (refer to page 2 of the Reciprocal Fire Protection Agreement) In addition:

Responsible Suppression Agency - means the agency, either DOF or AFS that is ultimately responsible for providing wildland fire protection to their Protection Responsibility Lands.

Purpose (refer to page 3 of the Reciprocal Fire Protection Agreement)

IV. Protection Areas (refer to page 3 of the Reciprocal Fire Protection Agreement)

- A. AFS and DOF have designated Protection Areas as identified on the 1:6,500,000 scale map attachment to this Annual Operating Agreement.
- B. Each agency will designate their protection responsibility lands to be protected by the other agency on a map of the scale 1:250,000. The official copy of this map will be maintained at AICC.
- C. Each area/zone will maintain a map atlas at the 1:63,360 scale. This map must identify the AFS-DOF boundary, the protection responsibility lands (ownership), the protection areas, and the protection level requirements
- D. Changes to the AFS-DOF boundary will be made at the recommendation of the Fire Management Officer(s), land manager/owner(s), and agency administrator(s) involved. Documentation will include a description of the change, a map, and the justification for the change. The document will be signed by the FMO(s) and land manager/owner(s). This document will be submitted to the Manager, AFS and Fire Program Manager, DOF for final approval. The final approval and other documentation will be forwarded to AICC in order to update their map atlas and coordinate the update of the GIS file. A copy of the documentation will be kept on file at AICC. Final determination of a questionable boundary will be made at the operational level. This determination will be documented and handled as boundary changes as outlined above.
- E. DOF will provide protection area maps from its ArcInfo GIS. AFS will either interface with this through its own compatible GIS or financially support DOF to provide GIS services where appropriate. Costs of specific mapping support will be determined for each project.

V. Fire Management Options
(refer to page 3 of the Reciprocal Fire Protection Agreement)

Changes to the Fire Management Options are made at the recommendation of the land manager as specified in the Alaska Interagency Wildland Fire Management Plan, as amended.

VI Scope of Protection
(refer to page 3 of the Reciprocal Fire Protection Agreement)

Fire Suppression Cost

- A. Fire Suppression Cost Sharing (refer to page 4 of the Reciprocal Fire Protection Agreement)

B. Reimbursable Fire Suppression Costs

In addition to the items in section 7.b. of the Reciprocal Fire Protection Agreement, surveillance costs on Limited Management Option fires are reimbursable.

C. Proration of Costs

1. Reimbursable fire suppression costs for fires in Critical, Full, and Modified will be prorated on the basis of acres burned by ownership (AFS/DOF Protection Responsibility Lands).
2. Both federal and state land managers have lands designated as "Limited Management Option" under the Alaska Interagency Fire Management Plan. It is the decision of the land manager to allow these fires to burn within predetermined areas under a surveillance suppression strategy.
 - a. Fires that start in a Limited Management Option designated area or a Modified Management Option designated area which has converted to the Limited Management Option, are the financial responsibility of the agency on whose land the fire originated if that agency chose not to take initial suppression action, other than surveillance or specific site protection. When any type of suppression action is required by a neighboring land manager to protect their land from Limited Management Option fires or a fire in a Modified Management Option designated area which has converted to the Limited Management Option, responsibility for costs will be to that agency which allowed the fire to burn without suppression action, other than surveillance or specific site protection, upon initial discovery.
 - b. When fires in a Limited Management Option or a Modified Management Option designated area which has converted to the Limited Management Option, receive initial attack, other than surveillance or specific site protection, upon discovery immediately following detection, and are treated as a fire that must be suppressed as in Critical, Full, or Modified Management Option designations, then fire suppression costs will be prorated to the agencies based on ownership and acres burned:
 - c. It is the intent of this procedure to focus responsibility for fire suppression costs to the agency who has taken the risk of allowing a fire to burn without suppression action, other than surveillance or specific site protection, during the stages when it can be most easily suppressed. It will be the intent of both agencies to identify the exact location of fires when first detected and so record the information on the initial fire report.
4. Unexploded Military Ordnance Incidents
AFS and DOF recognize that there is an unresolved issue in reference to fires that escape control from lands where there is the presence or potential presence of unexploded military ordnance. Suppression costs will be prorated on a case-by-case basis.

VIII. Assistance

A. Training and Qualifications

The DOF and AFS, under the authority of the Alaska Wildland Fire Coordinating Group (AWFCG), participate in interagency fire training through the Alaska Interagency Fire Training Working Group (AIFTWG), and its Charter and procedures.

1. The AFS and DOF will each designate one representative to the AIFTWG
2. The AFS may assist the DOF as requested in wildland fire suppression training of volunteer fire departments. The DOF may assist the AFS as requested in wildland fire suppression training of the Military.
3. Either agency may provide housing and/or meals for the students and instructors of the other agency in a manner mutually agreed upon.
4. EFF crews will be trained and receive physical fitness testing in accordance with the jointly approved Alaska Emergency Fire Fighter Crew Management Guide. Each agency is responsible for training and physical fitness testing for EFF crews in their protection area.

EFF Crew Boss training will be conducted on an Interagency basis on odd numbered years. Sponsorship of EFF Crew Boss training will alternate between the AFS and the DOF. Funding will be prorated by the number of students attending this training.

6. AFS provides the DOF interagency fire suppression training annually. For this support, the DOF agrees to pay AFS \$8,550 for this year, which covers personnel time and supplies associated with creating, developing, editing, and publishing of: the Alaska Interagency Fire Training Bulletin; the Alaska Fireline Handbook; the Alaska EFF Crew training package; any "Alaskanized" units for existing S & I courses; Alaska-specific courses; and instructional delivery and/or course and service coordination for the majority of the interagency fire training course schedule.

B. Non-Suppression Support

(refer to page 5 of the Reciprocal Fire Protection Agreement)

[THIS SECTION RESERVED]

C. Facilities, Equipment, and Support Services

1. Fort Wainwright

- a. The DOF is authorized to utilize the AFS ramp at Fort Wainwright on a pre-planned basis.

The DOF will be responsible for all logistical support requirements for their personnel associated with aircraft at the Ft. Wainwright ramp.

- b. All proposed structures, buildings, or any changes to the real property must be in compliance with the AFS site plan and DOD requirements, and be pre-approved by the AFS Manager.
- c. Hazardous Materials and Hazardous Waste generated by DOF on Ft. Wainwright will be disposed of in accordance with the current AFS Standard Operating Procedures (SOP for the Management of Hazardous Materials and Hazardous Waste.)
- d. AFS will provide a minimum of 165 sq.ft. of office space, utilities, and telephone service in its Headquarters building for the DOF Fire Operations Forester and administrative personnel. For this support, the DOF agrees to pay the AFS \$6,240 for this fiscal year.
- e. AFS will provide a minimum of 60 sq.ft. of office space to include

utilities and telephone service in its Headquarters building for the DOF Fire Weather Coordinator. For this support, the DOF agrees to pay the AFS \$2,770 for this year¹.

2. Tanacross

The DOF is authorized to utilize the AFS ramp at the Tanacross airstrip. This includes the adjacent camp areas, and all structures and utilities contained there within.

3 McGrath

a. The DOF is authorized to utilize the BLM's facilities and associated land at McGrath as a fire preparedness facility per the terms of Task Order 001.

b. Per this Task Order the DOF:

1) Shall provide lodging, meals, and fuel to AFS employees and their cooperators, for non-suppression related work, on a reimbursable basis, except when 2) below applies.

2) Shall provide meals, lodging, and other services to BLM-AFO and AFS personnel temporarily assigned at McGrath for the purpose of assisting the DOF. i.e., (facilities maintenance, communication, and RAWS support) on a subsistence, non-reimbursable basis.

c. Meals are only available on a reimbursable basis at each agency's Dining Halls. The cost of meals for DOF and AFS personnel in travel status (Preparedness) will be \$20.00 per meal, and all personnel in travel status (Suppression) will be charged \$27.00 per meal.

4. Supplies and Equipment

a. AFS Fire Cache support to the DOF or DOF Fire Warehouse support to the AFS will be provided on an as-available reimbursable basis.

b. Each agency will reimburse the other for labor and operating costs involved in filling Resource Orders for equipment and supplies.

c. Fire Cache/Warehouse support will be governed by the following:

1 Fire Caches/Warehouses

a) Issuance of supplies and equipment is intended to be for support of on-going incident activity only, unless otherwise agreed to by both agency's.

b) Other orders, such as Preparedness, non-fire, or non-emergency requests may be honored only by the agreement of both agencies.

c) The receiving agency will be responsible for returning to the issuing agency, all supplies and equipment not consumed by the incident in a timely manner by the most practical and cost effective manner.

In those instances where the issuing cache no longer desires

60 sq.ft.X \$2.00/sq.ft. per mo.X 12 mo. = \$1,440.00 Plus 1 telephone line(s) X \$30/line X 8 mo. + \$100/mo. X 9 mo. toll calls = \$1,140. Plus one time cost for install of \$200.00.

certain supplies or equipment returned to the cache for reasons of overstock or depleting an item, the issuing cache will inform the receiving cache of those conditions prior to issuing the items.

- d) Rehabilitation of equipment and supplies shall be performed by the owner agency unless otherwise agreed upon. All costs incurred including parts, replacement, and/or labor shall be charged to the appropriate incident number or charge code.

2) Procurement

- a) Both agencies will abide by their own agency procurement regulations.
- b) Costs of non-consumable items purchased in support of an incident may be deducted from the cost of that incident, or transferred to the other agency with costs adjusted based on percentage of ownership of the incident.

3) Assumption of Supply Responsibilities for a Fire

- a) When either agency takes over responsibility for support of an incident, the supporting agency shall provide delivery of the supplies and equipment to the incident unless otherwise agreed upon. Backhaul to the sending agency will be accomplished via the most practical and cost efficient method meeting agency time frames.
- b) The protection agency in charge of any Type 1 or 2 incident on federal land will submit Fire Loss Tolerance Report information to the AFS, Chief, Branch of Supply by December 15 annually.

4) Transportation

- a) Transportation costs incurred by either agency for supplies and equipment are normally to be charged directly against the incident requiring the support.
- b) Abnormal or unique transportation costs will be negotiated at the time of request.
- c) Transportation associated with Preparedness, non-fire, non-emergency, and cache restocking are reimbursable to the code generating the workload.

5) Support To/From Out-Of-State

- a) Prior to either cooperators placing orders for equipment or supplies out of state, all resources within the state will be utilized to the extent they are available.
- b) Resource ordered supplies and equipment not available in state will be ordered through the National Fire Cache system via AICC.

6) Warehouse Accounts

- a) Cost for equipment and supplies drawn from either agency fire caches or warehouses shall be billed through normal interagency

billing procedures

- b) Billing justification shall be by item(s) name, catalog number, quantity, cost, and initial request or resource order number, incident project name/number, and warehouse issue and return printouts.
- c) Agency warehouse accounts shall be prepared for reconciliation by November 1 of each year so that each agency warehouse can adjust stock levels and re-order what has not been replaced by the benefiting agency.
- d) Charges that are realized after December 15 of the next year for current year fire numbers, shall be carried into the following year's billing period.

7) Catalog

- a) The Alaska Interagency catalog of Fire Supplies and Equipment will be maintained by a joint effort between AFS and DOF.
- b) The catalog will be produced, in agreed upon quantities, by each agency on alternating years. (AFS in odd numbered years, DOF in even numbered years)

8) Fresh Food Boxes

- a) All requests for "fresh food boxes" will be on a Resource Order form and will go through AICC.
- b) If a Caterer is assigned to an incident, the Logistic Section Chief/Food Unit Leader may order fresh food boxes from that Caterer for that incident using Form 1276-B Block 30, per the National Contract.

5. Meals and Lodging

- a. Meals are only available on a reimbursable basis at each agency's Dining Halls. The cost of meals for DOF and AFS personnel in travel status (Preparedness) will be \$20.00 per meal, and all personnel in travel status (Suppression) will be charged \$27.00 per meal. AFS will issue meal cards or identification cards as required to DOF employees at Ft. Wainwright.
- b. Lodging for agency personnel not on a Resource Order, when available, is on a reimbursable basis at each agency's facilities.

D. Replace, Loss or Damage

- 1. Specialized Equipment, including pumps, chainsaws, generators and other equipment unique to each agency that is destroyed or lost on the other agency's incident shall be properly documented and submitted to the owner agency no later than 30 days following the incident being declared out.
- 2. Replacement by the owner agency will be done through normal procurement policy, chargeable against the identified incident number or charge code.
- 3. Personal property claims for loss or damage on an incident will be adjudicated by the Protection Agency, and processed by the employee's

home agency.

E. Communications

1. Initial Attack Management System (IAMS)

Itemized listing of costs/supporting charges for communications support will be supplied to each agency.

a Automatic Lightning Detection Systems (ALDS)

- 1) The AFS is responsible for the installation, maintenance, and operation of the statewide automatic lightning detection system. Data from this system is available to both agencies. The system will be operational by May 20 annually.
- 2) For this year, the DOF agrees to pay AFS \$67,085.67 for installation, maintenance, and operating costs of the ALDS. This is based on DOF paying one-third of the total cost of ALDS².

b. Remote Automated Weather Stations (RAWS)

- 1 The AFS will calibrate and maintain the below identified DOF RAWS sites:

- a) Chatanika³
- b) T-Lake
- c) Stoney River
- d) Telida
- e) Rabbit Creek
- f) Ninilchik
- g) Salcha
- h) Goodpaster
- i) Paxson
- j) Flat
- k) Homer
- l) Bentalit Lodge (new near Skwentna)
- 13) Chitina
- 14) Angel Creek
- 15) George Creek (changed from Healy Lake in '99 Agreement)
- 16) Tok River Valley
- 17) Big Lake (changed from Willow in >99 Agreement)
- 18) Nenana - (portable RAWS that will communicate with GOES)
- 19) Skilak Guard
- 20) Chistochina (New install '02)

- 2) The DOF will coordinate with AFS on scheduled maintenance visits to the above sites, establish desired operational dates for RAWS sites, and communicate them to AFS by April 1 of each year.

- a) AFS will be responsible for providing transportation for AFS personnel to/from the DOF's area offices.

Line Costs - \$62,700; Travel - \$4,100; Total - \$72,100 * 1/3 = \$24,031
AFS upgrade of ten (10) ALDS Units at a per unit cost of \$38,749.20. Total cost of \$387,492.00; DOF agreed to pay their share of this cost over three (3) years. [2002 is the last year of the three (3) year period.] (43,054.67 in '00; 43,054.66 in '01; 43,054.66 in '02)
 $\$387,492 * 1/3 = \$129,164.00$ $\$129,164 * 1/3 = 43,054.67$ $43,054.67 + \$24,031 = \$67,085.67$

³ Chatanika RAWS will be moved based on DNR input.

b) The DOF will provide transportation for AFS personnel to/from the DOF area office to the RAWS site. AFS personnel will be subsisted by the DOF where available, when at DOF area offices.

c) Transportation will be coordinated whenever possible to ensure least cost to the agencies.

3) Cost for RAWS support for this year is: \$24,000⁴

c. IAMS Access

IAMS is available for DOF use. If DOF desires to utilize this system from AFS, all costs (e.g., terminals, lines, data termination equipment, etc.) will be borne by the DOF.

For this year, the DOF agrees to pay AFS \$1,000 for the operation of the AV3700 file server supporting Anchorage (DOF & NWS). AFS will provide 1 IAMS training session for each DOF Zone Office (Fairbanks and Anchorage).

d. Mutual Support of IAMS

1) AFS agrees to involve the DOF in all decisions on IAMS design and operations in Alaska which directly affect DOF's access, use, and application.

2) In order to import map information into IAMS and the DOF GIS, AFS and DOF will mutually exchange mapping information in support of protection levels, land ownership, response, etc. in ArcInfo format. Costs of specific mapping support will be determined for each project.

2. Network Access

In order to facilitate the exchange of information and access to the above defined systems, access to BLM's network has been provided. The following guidelines have been established to providing a balance between user access and the protection of the network from known and potential security threats.

a. Access Guidelines

1) Unrestricted access to the BLM trusted network will be provided only to trusted users. All other traffic will be controlled.

2) It is the responsibility of DOF to ensure that only trusted users are afforded access to BLM's network.

3) All users on BLM's trusted network will be granted full access to information in the public releasable and general agency information sensitivity groupings.

4) Access to information in the agency sensitive sensitivity groupings will be granted by host agency to specifically authorized employees and employee groups and to individually

⁴ Costs includes travel, supplies, and personnel costs. (19 units at \$1,500 per unit = \$28,500 plus 1 new unit install at an estimated \$2,500/station plus 1 portable install and removal in the Nenana area at \$2,500/station= \$5,000)

authorized contractor personnel

- 5) Access to information in the agency very sensitive sensitivity grouping (primarily law enforcement information) will be granted only to individually authorized personnel.

b. Special Provisions

The DOF will comply with the Information Technology (IT) security policies established by the Computer Security Act of 1987, OMB A-130, Appendix III, and BLM's security policies. A copy of this agreement will be given to DOF's Information Technology Security Manager.

c. Definitions

1 Agency General Information

Available internally to agencies but covered by Freedom of Information Act (FOIA) exemptions.

2) Agency Sensitive Information

Available internally to agency personnel on a need to know basis and covered by FOIA exemptions.

3) Agency Very Sensitive Information

Covered by FOIA exemption category 7 and available only to individually authorized agency personnel.

4 Public Releasable Information

Available to the general public.

5) Trusted User

Any BLM employee, authorized contractor employee, or other authorized person conducting official government business on government owned or approved government equipment.

6) Un-trusted User

A non-BLM employee, unauthorized contractor employee, or other unauthorized person.

3 Telecommunications Support

a. Frequency sharing

- 1 The AFS and DOF agree to share assigned frequencies for the purpose of initial attack, logistical support, preparedness, and administrative traffic on a non-interfering basis.

2) AFS/DOF shall

a) Adhere to all Federal Communication Commission, Department of Interior, Office of Telecommunications Policy and BLM and State rules and regulations pertinent to utilization of frequencies.

b) Coordinate the deployment of equipment using subordinated frequency assignments with the principle licensee to avoid frequency/interference conflict.

- 3) Frequencies listed on the following pages are to be used for the designated purpose.

AFS Frequencies

AFS FREQUENCY LIST
ALL FREQUENCIES ARE VHF-FM UNLESS OTHERWISE SPECIFIED

<u>LOCALE</u>	<u>FREQUENCY</u>	<u>USE</u>	<u>LOCATION</u>
Fairbanks (Local)	VHF-AM 127.450	AIR TO GROUND	ESTER DOME
	Gold 163.025	PRIMARY IA FBKS BOWL	ESTER DOME
	Tan 164.150	TRANSPORTATION LOCAL FAI	ESTER DOME
	Blue 166.875	IA Military Local	ESTER DOME
	Guard 168.625	AIR GUARD	ESTER DOME
Upper Yukon Zone	VHF-AM 127.450	AIR TO GROUND LOCAL	FYU/EAGLE
	Tan 164.150	LOGISTICS LOCAL	FYU
	Turquoise 164.800	NIIMS INTERAGENCY LOCAL	FYU
	Brown 163.050	PRIMARY IA WHITE MTNS	PORCUPINE DOME
	White 163.8375	PRIMARY IA YUKON FLATS	LONE MTN
	Gold 163.025	PRIMARY IA 40 MILE AREA	EAGLE
	Silver 164.525	PRIMARY IA	NEGROHEAD MTN
	Guard 168.625	AIR GUARD LOCAL	NEGROHEAD MTN/Eagle
Tanana Zone	VHF-AM 127.450	AIR TO GROUND LOCAL	BTT
	Guard 168.625	AIR GUARD	POPE CR DOME
	Grey 163.9125	PRIMARY IA RAY MTNS	TOZI MTN
	VHF-AM 127.450	AIR TO GROUND LOCAL	TAL
	Tan 164.150	LOGISTICS LOCAL	TAL
	Red 163.175	PRIMARY IA	BITZSHTINI
	Guard 168.625	AIR GUARD	BITZSHTINI
Galena Zone	VHF-AM 127.450	AIR TO GROUND LOCAL	GAL
	Tan 164.150	LOGISTICS LOCAL	GAL
	Turquoise 164.800	NIIMS INTERAGENCY	GAL
	Gold 163.025	PRIMARY IA	TOTSON MTN
	Red 163.175	PRIMARY IA	PURCELL MTN
	Guard 168.625	AIR GUARD	PURCELL MTN
	Brown 163.050	PRIMARY IA	GRANITE MTN
	Silver 164.525	PRIMARY IA	BLACKBURN MTN

NOTES:

Primary Air-to-Air Frequency for all aircraft statewide will be 128.45 VHF-AM

Guard 168.625 is an EMERGENCY STATEWIDE AIR GUARD frequency and contact frequency. It is primarily an emergency frequency, and is in all handhelds and AFS Dispatch consoles.

Turquoise 164.800 is the Alaska National Interagency Incident Management System (NIIMS) channel. This frequency is on all BLM contract aircraft. It is also on the King handheld radios. This frequency is for initial contact only.

Beginning in 1999, AFS has adopted 166.6375 MHZ (Green) as an interagency initial attack air-to-ground frequency to be used for any wildland situation by any cooperator.

DOF Frequencies

DOF FREQUENCY LIST ALL FREQUENCIES ARE VHF-FM UNLESS OTHERWISE SPECIFIED

<u>DOF CHANNEL ASSIGNMENTS</u>	<u>STATION</u>	<u>TRANSMIT/RECEIVE</u>	<u>USE</u>
3*	Anchorage/Mat-Su	159.300/159.295	IA- Mt. Susitna
5		151.325/159.330	IA- Gov't Peak
5*	Valdez/Copper R.	154.330/159.325	IA- Tolsona
1		159.270/151.265	IA- Copper River
1*	Kenai/Kodiak	159.270/151.265	IA- Soldotna
5		159.330/151.325	IA- Ninilchik
7		159.345/151.280	IA- Cooper Mtn.
7		159.345/151.280	IA- Seldovia
1	Southwest (McGrath)	159.270/15 .265	IA- Horn Mtn.
3		159.300/15 .295	IA- Mt.X
5*		159.330/15 .325	IA- Cloudy Mt.
1*	Fairbanks	159.270/151.265	IA- Ester Dome
3		159.300/151.295	IA- Nenana
5		159.330/151.325	IA- Canyon Creek
3	Delta	159.300/151.295	IA- Dot Lake
5*		159.330/151.325	IA- Shaw Creek
1	Tok	159.270/151.265	IA- Mt. Fairplay
3		159.300/151.295	IA- Dot Lake
5		159.330/151.325	IA- Beaver Creek
7*		159.345/151.280	IA- Mt. Nueberger
		154.755/159.255	IA- Mentasta

Primary Initial Attack Frequency

The DOF has established 3 Inter-Agency Initial Attack frequencies to be used for any wildland situation by any wildland cooperator. These frequencies are: Tactical Air to Ground - DOF channel 11 (Tx 166.6375/Rx 166.6375), Interagency TAC 1 - DOF channel 12 (Tx 159.375/Rx 159.375), and Interagency TAC 2 - DOF channel 13 (Tx 172.225/Rx 172.225).

All DOF repeaters require a 141.3 Mhz tone to access the repeater with the exception of Ninilchik which uses a tone of 114.8 Mhz and Willow which uses a tone of 127.3 Mhz

All DOF offices use 132.45 for Air-to-Ground and each office has a USFS Air Guard frequency (168.625 MHz) radio that can be activated from each dispatch office.

Special frequency for Tok only. Needs to be programmed into radios Tone guard of 141.3

**154.295 has been established as Mutual Aid 1 for initial contact in the urban interface for any wildland situation. This frequency is on all DOF state aircraft, mobile radios, and King handheld radios.

4. Teletype

- a. Each agency will assume full responsibility for its portion of the teletype network.
- b. Circuits will be 1200 bps asynchronous, point-to-point between each field site and hub at AFS. Terminals will be IBM-PC equivalent computers running custom software.
- c. AFS will provide and maintain the hub at AFS. This hub will be operational by May 1 annually. Connections between this hub and the data communications equipment will be via TCP/IP or standard RS-232 circuits. AFS will also provide and maintain the custom 'TTY' software to run on the PC terminals. This maintenance is limited to that necessary to maintain reliable and functional operation on a standard Windows based 386 computer. AFS agrees that April 15 will be the annual operational date.
- d. The DOF will provide their own data circuits to AFS. The demarcation point will be the RS-232 connections on the DOF supplied data communications equipment. The DOF will also provide their own PC terminals at their field sites.
- e. For this year, the DOF agrees to pay AFS \$3,125 for support of the TTY system. This represents a share of operation of the hub, and direct support to DOF users and State DIS Telecommunications technicians.
- f. Any operational changes to the TTY system, including hardware and software, will be made on an interagency basis, with concurrence from both DOF and AFS.

F. Other Cooperator Assistance

1. National Guard
The DOF will establish contacts for National Guard assistance. All requests for National Guard assistance will go through Coastal Logistics in Palmer.
2. USARAK
The AFS will establish contacts for military assistance. The AFS has support agreements with the U.S. Army Alaska (USARAK). These agreements make AFS responsible for wildland fire suppression on military lands administered by USARAK. This includes Fort Wainwright, Fort Greely, and Fort Richardson. Delegated responsibility for AFS operations on military lands rests with the AFS Military Zone FMO.
3. Suppression on Military Lands
The DOF agrees to provide detection and initial attack suppression services upon request, and subject to available forces, on military lands. "No Entry Areas" are excluded.
 - a. The request will be made by the Military Fire Chief or the AFS Military FMO. All requested detection and suppression costs are reimbursable.
 - b. The Military Fire Chief at each location will operate as the land manager's representative for the military land on their base garrison/cantonment areas.
 - c. BLM is responsible for supplying a land manager's representative for military lands outside of the garrison/cantonment areas.
 - d. "Military Lands", is defined in the Reciprocal Fire Protection

Agreement section 2.h., as wildlands which are administered primarily by the US Army Alaska (USARAK).

4. Structural Fire Departments (SFD) Within DOF Protection Area:

- a. DOF is responsible for ensuring that personnel supplied for use on wildland fires and/or prescribed fires are trained and qualified to NIIMS-ICS 310-1 and 310-1 (part 2) or NFPA 1500 standards.
- b. Under the principles of NIIMS-ICS, both agencies accept the qualification standards of these Department's personnel and equipment.
- c. DOF will provide coordination, payment of personnel and equipment, and on-fire supervision as needed when SFD resources are required by AFS. These costs are reimbursable.
- d. Personnel and equipment of these Departments will be utilized only in their areas of specialized expertise and qualification.

G. Disaster Fire Assistance

1. When the AFS is fighting a fire on DOF Protection Responsibility Lands, and the fire may qualify for FEMA assistance, the AFS will immediately notify the DOF Fire Operations Forester.
2. If a fire qualifies for FEMA assistance, it may require that a new incident number be issued to define the parameters of FEMA qualification.
3. The AFS, in exercising its responsibilities as the FEMA technical advisor, will coordinate all such action with DOF.

H Miscellaneous Preparedness Assistance

Both agencies provide the other with miscellaneous incidental preparedness assistance which may not be identified elsewhere in this agreement. Such assistance may include the use of support facilities, aircraft, training, and miscellaneous resource and support services. In order to avoid multiple billings throughout the year AFS and DOF agree to the following.

1. Both agency's are accountable for tracking the expenditures charged for activities described in this section.
2. All costs associated with this section which are eligible for reimbursement will be totaled by each agency and included as a separate line item in the preliminary billing⁵, with each bill subject to audit.

IX. PREVENTION

- A. Fire restrictions and area closures will be coordinated through the Manager, AFS and Fire Operations Forester, DOF. Both agencies agree to assist each other in fire prevention information dissemination in their respective Protection Area.

⁵ Refer to XII, Suppression

B. Human Caused Fires

All fires suspected of being human-caused on either agency's Protection Area will be investigated to the degree possible by the initial attack incident commander regardless of which agency is represented. The incident commander will accomplish the following:

1. Locate and protect point of origin of fire.
2. Search for and protect evidence.
3. Identify and record witnesses and other persons at fire scene.
4. Document observations, actions, and findings.
5. Notify protecting agency of suspected human-caused fire within 24 hours of initial attack.

C. Notification

The protecting agency will notify the responsible land manager within 24 hours of initial report of suspected human-caused fire.

The responsible suppression agency will determine if the fire scene is to be formally investigated, and if so, will provide an investigator. In the event that the responsible suppression agency chooses not to investigate a fire known or suspected to be caused by a negligent act, written notification to the DOF Fire Operations Forester will be made by the protection agency.

The DOF, by statute, at it's own expense, and with the knowledge of the AFS, may pursue its own investigation and legal action on AFS protection responsibility lands.

D. Enforcement

Enforcement by a federal land manager may be pursued in State court. Both agencies will ensure that any charges brought forward to state or federal court will be filed in the correct sequence, and that investigators coordinate closely with Land Manager Representatives.

E. Reports

All reports and materials compiled or prepared by or at the request of either agency in connection with establishing the cause, extent, or potential liability for any fire or response incident, shall be considered the responsible suppression agency's investigatory reports and therefore the exclusive property of the responsible suppression agency.

F. Collections

In the event that a trespass case is resolved in favor of the suppression agencies, the agencies agree that such collection will be divided between the suppression agencies based on the percentage of costs incurred by each agency. Provided that the bill supplied to the trespasser includes costs from both agency's.

X. SUPPRESSION ASSISTANCE

A. Initial Requests

Initial Attack by one agency in the other agency's Protection Area may be taken, upon request, based on availability of suppression resources and established statewide priorities.

1. Either agency may request that the other agency continue action on the fire. The request is based on availability of suppression resources of the other agency. The request will include the following:
 - a. Fire strategy.
 - b. Policies relating to the fire.
 - c. Period of time the requesting agency requires this level of assistance.
- 2 In the case where one agency's suppression resources, excluding smokejumpers and helitack, is assigned to the other agency's fire and part or all of those suppression resources are needed to meet the sending agency's responsibility, the receiving agency must return these resources within 48 hours of notice. Smokejumpers and helitack, because of their initial attack status, must be returned within 24 hours of notification.

B. Boundary Fires

Boundary Fires and Suppression Action in the Other Agency's Protection Area.

In the event a fire occurs astride a common boundary, neither agency shall delay taking appropriate suppression action pending determination of the precise location of the fire.

- 2 Either agency may take appropriate fire suppression action in the other's Protection Area if a fire threatens its own responsibility lands⁶.
- 3 In either case 1. or 2. above, the agency taking suppression action shall promptly notify the other agency that it is taking suppression action.

C. Personnel Support

- 1 Requesting
Each protection agency may request crews and overhead from each other via the Resource Order system.
- 2 Timesheets
Each agency's line officer, or designee, shall sign all OF-288 time sheets before tactical and/or support resources are released from the Area or Zone. If this is not possible, teletype approval of hours worked is acceptable.
3. Procedural Policies
Each agency's assigned personnel will function under the receiving agency's health and safety, and air operations procedural policies unless the sending agency's policies are more stringent, in which case the more stringent policies will be complied with. When safety issues, concerns, or questions develop, agency functional representatives will be contacted for resolution.
- 4 Canadian Personnel
Both agencies have the potential of utilizing fire suppression resources from Canada. Both agencies agree to accept the Canadian qualifications for their personnel.

⁶ Refer to Section VII, C, 2, a through c.

5. Assignments

It is agreed that twenty-one (21) days will be considered the maximum time that an individual will be committed to a fire assignment on a Resource Order in Alaska.

- a. Extensions beyond the maximum period may be requested via the Resource Order system. All extensions must be approved by the individual and the individual's supervisor.
- b. Any change in assignment requires a new Resource Order to keep assigned individuals. Prior to reassignment to another Resource Order, the individual's supervisor will be notified.
- c. Length of Commitment
 - 1) Normal length of commitment to a fire assignment on a Resource Order in Alaska, for state personnel, from initial dispatch will be 14 days (excluding travel). This commitment may be extended in 7 day increments if approved by the individual and the individual's supervisor.
 - 2) Primary members of the Type 1 and Type 2 overhead teams will continue to meet the 21 day commitment.

D. Heavy Equipment and ORVs

Bulldozers and track vehicles will not be utilized on either agency's Protection Responsibility Lands without the appropriate Land Manager/Owner's approval except when human life and improvements are in immediate danger or prior arrangements have been made. The DOF/AFS counterparts (Area/Zone FMO) will coordinate obtaining this approval.

E. National Mobilization

During national mobilization, AFS and DOF will jointly evaluate and establish a minimum initial attack capability to retain within the state. This includes all Initial Attack forces (helicopters, helitack, air attack, air tankers, and smokejumpers). This minimum level will be coordinated with NICC and reviewed and adjusted as the situation changes.

F. Alaska Interagency Coordination Center (AICC)

AICC sponsors agency integration of the DOF and AFS Logistics Coordinator positions, and the DOF and AFS Intelligence Coordinator positions.

1. Purpose

DOF and AFS have established the Alaska Interagency Coordination Center (AICC) for the purpose of coordinating statewide logistics, operations, dispatching and tracking of statewide tactical resources (smokejumpers, air attack, air tankers) and compiling statewide fire related intelligence information.

2. Areas of Coordination

Specific areas of coordination include, but are not limited to:

- a. Operational coordination of both agency's tactical resources which include air tankers, air attack and smokejumper aircraft, and smokejumper personnel.
- b. Provide for tracking of suppression agency helicopters.
- c. Provide for common intelligence reporting and a common statistical year-end report.
- d. Provide logistical support to requesting areas and zones

e. Management of the Alaska type II crew rotation list

f Issuance of interagency incident numbers.

3. AICC Operating Expenses

The AFS will provide all normal support to AICC, including work space, desks, telephones and toll calls, postage, electricity, heat, copiers, office supplies, printers, facsimile machine, snow plowing, building maintenance, and special electronics maintenance. The DOF will supply computers for their staff working in AICC. For this year, the DOF agrees to pay AFS \$12,960 which is 15% of the AICC operating budget.⁷

4 Role and Responsibility of AICC

Interagency Coordination is conducted in three principal areas:

a Logistic

Coordinate the mobilization and demobilization of non-tactical resources between agencies and cooperators.

b. Dispatch

Coordinate statewide prepositioning and dispatching of tactical resources. Prepositioning of tactical resources will be mutually determined by the DOF Fire Operations Forester or designee, and the AICC Manager during the daily strategy briefing. Dispatching and retrieval of tactical resources will be based on statewide priorities.

c. Intelligence

Provide a systematic reporting network that produces a statewide portrayal of fire activity, cost tracking, data gathering, and transmittal. AICC will archive and maintain a Historical Interagency statewide database of fire records. Access/querying ability of the historical database will be provided to the fire community.

$\$86,400 \times .15 = \$12,960$

XI Suppression Support

A. Media Coverage

1. The protection agency will limit media releases to fire statistics and on-going suppression actions on fires occurring on the other agency's Protection Responsibility Lands under contract. Policy questions will be referred to the responsible landowner.
2. The land manager/owner will release all policy related information to the media.
3. Upon request, either agency may provide fire information support to the other agency. This support will be on a reimbursable basis.
- 4 The AFS and the DOF agree to institute an Interagency Fire Information Office (FIO) at planning level IV of the Preparedness Level plan. This lead FIO function will be located at and managed by AICC. Other FIO functions established by either agency will coordinate with the interagency FIO at AICC.

B. Aviation

1. General

The agency=s agree that, while involved in interagency aviation operations, the more stringent requirements of agency aviation policies and contract agreements will be complied with regardless of which agency is managing the incident or aircraft.

- b. Pilots and aircraft transporting DOI personnel must be certified (carded) by either the Office of Aircraft Services or the U.S. Forest Service.
- d. AFS and DOF agree that all contract and agency pilots will comply with the interagency pilot duty/days off standard (2 days off in 14)
- e. All personnel will comply with DOI/DOF Personal Protective Equipment (PPE) requirements when being transported by aircraft or engaged in special use operations.
- f. AFS and DOF agree that all Interagency missions will meet National Interagency safety standards.

2 Ft. Wainwright Aircraft Operations

- a. By May 15th annually, the DOF will provide a list of all aircraft that routinely operate at the AFS ramp. This list will include aircraft type, vendor name, and aircraft tail number.
- b. Published air traffic procedures for Ft. Wainwright Army Airfield will govern all aviation operations conducted at the AFS ramp.
- c. All pilots will be fully briefed by the responsible AFS personnel and will abide by applicable AFS rules and Ft. Wainwright Army Airfield regulations while operating on the AFS ramp.
- d. AFS will allow the DOF to park a trailer near the AFS Ramp.

- 1 AFS agrees to this with the understanding that the trailer will be

used as a facility to provide a standby/office area for DOF pilots. The trailer will not be used as housing.

- 2) The DOF agrees to abide by any restrictions and/or requirements which may be imposed by AFS or Ft. Wainwright.
- 3) The AFS will perform light maintenance, including snow removal on this trailer, on a reimbursable basis.

3. Services

a. Retardant Bases

- 1 Ft. Wainwright Army Airfield, McGrath, Galena, Tanacross, Palmer and Kenai will be the primary bases for air attack/air tanker operations.
- 2) Secondary bases may be established and/or activated as needed during the fire season at Delta Junction, or Homer.
- 3) Upon request, either agency's retardant aircraft may load retardant at each others retardant sites, on a reimbursable basis
 - a) Aircraft will be operated under the terms of agreement for aircraft operations currently in effect between the site operator and the runway owner.
 - b) The pilots will be fully briefed by the responsible agency personnel and will abide by all agency rules and runway owner regulations while operating on these facilities.

b. Fuel Delivery Systems

All fuel delivery systems will meet the most stringent safety standard of either OAS or DOF.

c. Servicing/Records

- 1) Both agencies will provide aircraft servicing at their ramps on a reimbursable basis.
- 2) Each agency will use their own OAS billee code on the OAS-59 fuel invoices. Additional charge codes to be entered on the OAS-59 invoices will be provided by the pilot.

C. Fire Scene Organization and Communications

1. All tactical aircraft will adhere to procedures in this section.
2. All aircraft will utilize VHF Air-to-Air frequency 128.45 unless otherwise indicated by their local dispatch office.
3. Any aircraft approaching a fire which an Air Tactical Group Supervisor (ATGS) is already over, must contact the ATGS five (5) minutes out stating identity, position, altitude, and mission. All altitude assignments or declarations must be by mean sea level (MSL).
4. When operating over a fire prior to the arrival of an IC, the ATGS assumes the authority to develop suppression strategies, construct control lines, and utilize all resources located at the incident to meet objectives.

5. The ATGS will relay initial incident information to the local dispatch office and may request additional resources if needed.
6. When an IC has arrived at the fire and has assumed management control, the ATGS will continue to direct and coordinate air resources which are assigned to the fire ensuring safe separation and effective use.
7. In the case of agency personnel responding to a fire in the other agency's protection area, the first on-the-ground firefighter in charge will be the IC.

When an agency IC arrives on a fire in that agency's Protection Area, this employee may assume control of the fire. The IAIC and the incoming IC will mutually agree on a transition time.

D. Dispatch Procedures

1. When possible all initial attack requests for tactical resources will be made via teletype through AICC Dispatch during normal and extended working hours. Requests for tactical resources for initial attack will be accepted only from Area or Zone dispatch offices.
2. Initial attack requests outside of the normal hours of operation, when AICC is un-staffed, or in the event the teletype system is not operational, may be made by phone. The phone number is:

356-5670

In the event of an after hours request, 356-5670 will give a duty officer home phone number.

3. Normal priority for dispatch of tactical resources, based on protection priorities as established in the Alaska Interagency Fire Management Plans, will be followed regardless of which agency placed them on standby status, or extra period staffing.
4. Organizational Controls
 - a. Operational control of tactical resources automatically transfers to the receiving agency upon initial dispatch.
 - b. Operational control of the tactical resources will become the local dispatch office responsibility when assigned to an Area/Zone.
5. Managerial coordination of the tactical resources will be maintained by AICC.
6. Whenever an airtanker is dispatched to a fire an Air Attack module will be dispatched with it, if available **unless a qualified ATGS is already assigned to the fire**. If an Air Attack module is not available, an initial attack carded airtanker may be used.
7. Non-initial attack carded airtankers will not be dispatched to an incident without a qualified ATGS or ATC.
8. By April 15th each year, DOF will provide AFS with an orientation package for each area, which includes a list of fuel, meal, and housing vendors.

9. By April 15th each year, AFS will provide DOF with a smokejumper orientation package.
10. The IC will submit the field incident report to the Area or Zone Office before leaving the area. Either agency's initial attack report form is acceptable. If time or logistics do not allow, the incident report will be submitted to the appropriate office when the IC returns to his/her home unit or other location.
11. Requests for Air Attack Modules and smokejumpers for activities other than initial attack (i.e. - extended staffing, prepositioning, standby) will be placed through AICC Dispatch. The AICC Dispatch will coordinate the non-initial attack use of these aircraft and personnel.

E. Notification Procedures

1. The DOF is the focal point for all contact with federal agencies in all State of Alaska fire management related activities. The Commissioner of the Department of Natural Resources (DNR) has delegated the responsibility for management of the fire protection obligations for all state and private lands in Alaska to the DOF through Department Order 113 DO (113).
2. When a wildland fire escapes initial attack in the AFS Protection Area and a Wildland Fire Situation Analysis (WFSA) is required, the responsible DOF, Regional Forester or their designee will be the signatory authority as land manager. The DNR Division responsible for management of lands covered by the WFSA will fulfill the function as resource advisor and will sign the WFSA as such.

F. Smokejumpers

1 Available Time Period

AFS will have available, at least one smokejumper aircraft and one to of eight smokejumpers, from no later than May 1 thru the first of September. AFS will provide smokejumper support as requested by DOF, taking into account statewide and national priorities, available resources and AFS' needs for initial attack forces.

2 Preparedness Costs

DOF agrees to pay the AFS the average cost of one smokejumper aircraft⁸ For this year, DOF agrees to pay AFS \$350,760⁹

⁸ AFS & DOF agree that for this year, by 9/1/02, the agencies will agree on a DOF smokejumper cost strategy. This year AFS will bill DOF for items identified in this agreement upon final signature of this agreement. Once a cost strategy and cost for the DOF smokejumper access for the 2002 fire season is agreed upon, AFS will bill DOF for the agreed upon amount. If no agreement is reached by the above date, AFS will bill DOF for the amount indicated under Preparedness Costs (XI, F, 2)

⁹ Total cost of SMJ contract aircraft fleet = \$1,403,040 x .25 = \$350,760

- 3 Out of State Assignment
The decision to dispatch smokejumpers out of state will be made by AFS
The DOF Fire Operations Forester will be fully involved in this decision.
- 4 Additional Smokejumpers
The decision to order additional smokejumpers from the lower 48 will be made by joint decision of AFS and DOF. Assignment of charges will be resolved prior to placing the order.
5. Project Work
While prepositioned for initial attack, project work can be completed by the smokejumpers as long as initial attack response times are not compromised.
6. Operational Procedures
 - a. Location
The primary base for the smokejumpers is Fairbanks (Ft. Wainwright).
 - b. Organizational Controls
 - 1 The smokejumpers will remain under the administrative control of the Manager, AFS.
 - 2) Project Officers for day-to-day smokejumper operations will be the DOF Fire Operations Forester and the AFS Chief, Division of Fire Operations. Any issues that arise relative to Smokejumper operations will be directed to the Project Officers.
 - 3) Daily statewide operational control of the smokejumpers will remain with the Manager of the AICC.
 - 4) Upon dispatch to DOF, operational control will convert to DOF
 - 5) Technical control will be insured through compliance with the Alaska Smokejumper Handbooks, BLM Alaska Manual Supplement 9460, and by pertinent BLM, Office of Aircraft Services (OAS), and Federal Aviation Administration (FAA) directives. All technical supervision will be through the AFS Chief, Branch of Smokejumper Management.
 - c. Availability
Normal tour of duty for smokejumpers is 0900-1800, Monday through Friday.
 - d. Demobilization of Smokejumpers
 - 1) AICC will be responsible for determining statewide demobilization priorities.
 - 2) The Protection Agency will be responsible for demobing smokejumpers.
 - 3) The Protection Agency may request demobilization assistance through AICC.
 - e. Detection Patrol Flights
Smokejumper detection patrol flights will be requested through AICC giving the route of flight, the destination, and the radio frequency

to monitor

G. Air Tactical/Lead Plane and Airtanker Operations

Resources and Configuration

The DOF and AFS will dedicate resources to the Aerial Supervision Modules (ASM) and Airtanker Pools.

- a. The standard configuration for Alaska Air Tactical operations will be the Aerial Supervision Module (ASM), which consists of 1 (one) aircraft, 1 (one) pilot, and 1 (one) Air Tactical Group Supervisor (ATGS). The pilot will be qualified to perform both high and low altitude missions, including low level leads.
 - b. **Three (3)** ASM modules (1 aircraft, 1 pilot, and 1 ATGS) will be dedicated to the Air Tactical Pool, and will be available for the period May 15 to August 15.
 - 1 Two (2) modules will be provided by DOF¹⁰
 - 2) One (1) module will be provided by AFS.
 - 3) AFS will provide, as available, additional qualified ATGS (ASM qualified or trainees) to cover days off, etc.
 - c. Each agency agrees to contract their own air tactical aircraft. Each agency agrees that standardization of platforms, training, and pilot qualifications will be maintained to the extent possible.
 - d. DOF pilots will meet all Department of Interior, Office of Aircraft Services and/or U.S. Forest Service requirements and cardings prior to flying the aircraft.
 - e. A minimum of four (4) aircraft will be dedicated to the Airtanker Pool, two provided by AFS and two provided by DOF.
2. Management of the Aerial Supervision Modules (ASM)
 - a The Interagency ASMs will be managed by the Air Tactical Manager (AFS) and the Air Attack Coordinator (DOF). These two individuals will be the program managers.
 3. Operating in Other Agency Aircraft

Qualified and approved ASM personnel may fly in either agency's approved aircraft when required.
 4. Air Tactical Group Supervisor (ATGS)
 - a. The ATGS is the primary means for managing airtankers and other aircraft by providing for safety of aircraft and ground personnel while suppressing wildland fires in Alaska.
 - b. The ATGS is the primary means of providing basic strategy and tactics on unstaffed fires working directly with Area/Zone FMO's to meet

¹⁰ As with the smokejumper aircraft payment, AFS and DOF will negotiate the cost, if any, for the second DOF Air Tactical Aircraft. If no agreement is reached by the above date, DOF will bill AFS for the amount agreed to from the 2001 fire season. (\$125,000)

their objectives. The ATGS is authorized to make strategic and tactical decisions pertaining to fire suppression prior to the arrival of the Incident Commander.

- c. The ATGS are available for detection, fire size-up, monitoring and other non-air tanker missions. Mission prioritization will be accomplished by AICC-Initial Attack.
- d. ATGS personnel from outside Alaska may be utilized in Alaska on a limited basis for initial attack fires or under the direct supervision of a Type 1 or Type 2 Operations Section Chief or an Air Operations Branch Director. Visiting ATGS will be thoroughly briefed by Alaska based Air Attack Managers prior to any assignment.
- e. Airtanker leads by the ASM will only be performed when the pilot is lead plane qualified, when there is a request for a lead by an air tanker captain, or when it is mandatory because of the type of incident or characteristics of the fire.
- f. Qualifications of Air Tactical Group Supervisor
ATGS's will meet National Standards set in the NIIMS/ICS (NWCG 310-1).

The following criteria is required prior to being ATGS qualified by either agency.

- 1) Formal agency recommendation.
 - 2) Complete the ATGS Task Book and at least ten (10) hours of in-flight fire operations under the direction of a qualified ATGS prior to final approval.
 - 3) Minimum three (3) year commitment of availability, and successful completion of annual recurrency training.
5. Qualifications
Qualifications of ASM pilots will meet National Standards outlined in the Interagency Lead Plane Operations Guide (ILOG).
 6. Refreshers
Annual refreshers will be mandatory for all air tanker crews and ASM members prior to their participating in any operational missions. These refreshers will include the following topics:
 - a. Technical capabilities
 - b. Product evaluation
 - c. Safety
 - d. Policy and procedures
 7. Manuals and reports
 - a. At the end of the fire season, prior to the interagency fall review the Air Tactical Manager and the Air Attack Coordinator will complete a joint report of the preceding season; including accomplishments, training, flight hours, retardant dropped, and issues that need to be resolved over the off-season.
 - b. The Air Tactical Manager and the Air Attack Coordinator are responsible for producing the Interagency Air Tactical Manual and the Interagency Air Tanker Manual.

H. Fire Medic Program

The DOF and AFS have 50/50 ownership of the property contained within the Fire Medic Kits. AFS agrees to provide heated storage for all components of both agency's kits. AFS will provide a Fire Medic Program Coordinator as set forth in the Fire Medic Policy. DOF agrees to pay AFS \$3,386 for this year¹¹.

¹¹ This covers personnel costs for 3/4 work month for the Fire Medic Program Coordinator. ($\$4,515/\text{mo.} \times 3/4 = \$3,386$)

I. Annual Fixed Costs For Shared Suppression Resources (Preparedness)

COST SUMMARY CY'02

<u>Item/Service</u>	<u>Section of Agreement</u>	<u>DOF Cost</u>
Support to DOF		
Training Support	See page <u>3, 4</u>	8,550.00
Office Space (Fire Ops For.	See page <u>4</u>	6,240.00
Office Space (Fire Wx Coord.	See page <u>3</u>	2,770.00
	See page <u>4</u>	67,085.67
RAWS Support	See page <u>7</u>	24,000.00
IAMS Access	See page <u>8</u>	1,000.00
Teletype Support	See page <u>13</u>	3,125.00
AICC Base Expenses	See page <u>18</u>	12,960.00
Smokeyjumper Support	See page <u>22</u>	0
Fire Medic Program	See page <u>26</u>	3,386.00
Sub-TOTAL DOF COST		129,116.67
DOF Support to AFS		
cost of one PC-7 tactical a/c	See page <u>23</u>	125,000
Sub-TOTAL AFS COST		0
TOTAL COST	AFS will Bill DOF	129,116.67

XII. ADMINISTRATION

A Schedule of Meetings and Due Dates

The AFS and the DOF shall confer prior to the dates and for the purpose provided below and at such other times as necessary to mutually resolve problems or implement this agreement.

<u>Date</u>	<u>Preparedness</u>
January 31	Agree on any acreage transfer
March 15	Annual Operating Agreement Updated. (Section XIV. Page 29)
April 1	RAWS Maintenance Schedule (Section VIII.E.1.b.2) Page 8)
April 15	Agree on Annual Fixed Costs For Shared Suppression Resources. (Section XI.G. Page 24)
April 15	Exchange DOF and Smokejumper Orientation Packages, and List of Vendors. (Section XI.D.8. and 9. Page 19)
April 15	Annual Operating Agreement signed.
May 15	DOF List of Aircraft To Operate at Ft Wainwright (Section XI.B.2.a. Page 17)
June 15	Submit Bill For Collection for Annual Fixed Costs For Shared Suppression Resources (Preparedness) for upcoming calendar year fire season.
July 15	Payment for Annual Fixed Costs For Shared Suppression Resources due.
November 30	Projected Annual Maintenance Costs (McGrath) (Section VIII.C.3.a.10) Page 4)
<u>Date</u>	<u>Suppression</u>
May 1	Agree on a preliminary suppression and Non-Specific Suppression Support billing. (Section XII.B.4. Page 27)
April 15	Submit Bill For Collection for preliminary to payment of prior calendar year suppression and May 15 Non-Specific Suppression Support costs.
June 15	Preliminary payment for prior year suppression and Non-Specific Suppression Support due.
August 15	Each agency submit an estimate of costs through June 30.
September 15	Submit Property, Loss or Damage Statements (Section VIII.D.1. Page 7)
October 15	Warehouse Account Reconciliation (Section VIII.C.4.6)c) Page 7)
Fall Fire Review	Written Evaluation Report For Air Attack Program.

02agree.wpd

June 21, 2002

Bold indicates language changed or added since the previous agreement.

- December 1 Agree on a final suppression and Non-Specific Suppression Support billing for prior calendar year fire season.
- December 15 Submit Bill For Collection for final payment of prior calendar year suppression and Non-Specific Suppression Support costs.
- December 15 to April 15 AFS and DOF will supply estimates of cost to date when requested.
- January 15 Final payment for prior year suppression and Non-Specific Suppression Support due.

B Billing

1 General

All costs associated with personnel and aircraft use (including standby, weekend manning, extended manning, preposition flights, etc.), and supplies and equipment use will be charged against an appropriate project code. Costs which are eligible for reimbursement will be totaled at the end of the fire season for billing.

2. Aviation Billing

- a. Base pay and overtime for agency pilots and crew members is a reimbursable charge except as agreed to in this document.
- b. Use of agency aircraft will be cross-billed at the appropriate rate excluding pilot wage.
- 1 Each agency will charge the other the predetermined flight hourly rate for the use of their aircraft.
- 2) Aircraft availability charges are non-reimbursable, except availability charges incurred for contract extensions.
- c. Fuel and oil will be charged to the using agency code/incident number.
- d. DOF aircraft flight record Form 10-3133 will be used to log DOF government and contract aircraft flight times for pay purposes.
- e. Form OAS-23 will be used to log AFS government and contract aircraft flight times for pay purposes.
- f. All aircraft flight records will be forwarded to the owning/contracting agency at the end of each month.

g Aircraft Flight Rates

- 1) AFS flight hourly rates are incorporated by reference to this document from the following OAS documents:
- a) Contract and On-Call aircraft = current Contract Rate letter
- b) BOA (Basic Ordering Agreement) aircraft = current OAS Rental

Aircraft Source List

- h. When the DOF uses a Federal aircraft for non-suppression purposes, a DOF Billee code must be used in conjunction with a DOF charge code. OAS will bill the DOF.

When the AFS uses a DOF aircraft for non-suppression purposes, the DOF will bill the AFS through the Bill For Collection process.

Suppression billing will be handled through normal procedures.

3. Retardant
Cost for retardant delivered to retardant aircraft is reimbursable at a per gallon rate.
4. Non-Specific Suppression Support Coding
These numbers will be used as described below:

<u>Agency Billing/Receiving</u>	<u>Agency Definition</u>
'991/#31991	This number represents AFS equipment and supplies (fire stores), having catalog numbers, issued to the DOF. Transportation and associated overtime labor costs will be charged to the appropriate, specific incident number generating the warehouse issue. Associated "base 8" labor hours may be charged to the appropriate Reimbursable Work Job Authorization when deemed administratively feasible by the AFS Cache Manager. All transactions supporting the EMT Kit Program will be issued to the requesting incident number. Emergency issues of bulk retardant may be charged to this number. (AFS bills DOF)
'993/#31993	This number represents AFS suppression support to the DOF not identified to a specific fire. This support includes extended standby time for dispatchers, tactical resources (excluding smokejumpers), and miscellaneous support personnel in direct support to the DOF. (AFS bills DOF)
'995/#31995	This number represents AFS Smokejumper support to the DOF not identified with a specific fire. This support is only for smokejumper personal time and smokejumper aircraft flight costs. The AICC Dispatch section will maintain a daily log of resources assigned to this code for audit purposes. (AFS bills DOF)
#32992/'992	This number represents DOF equipment and supplies (fire stores), having catalog numbers, issued to the AFS. Transportation and associated labor costs will be charged to the appropriate, specific incident number generating the warehouse issue. Emergency issues of bulk retardant will be charged to this number. (DOF bills AFS)
#32994/'994	This number represents DOF suppression support to AFS not identified with a specific fire. This support will include extended standby time for dispatchers, tactical resources,

and miscellaneous support personnel in direct support to the AFS. (DOF bills AFS)

' or ' Prefix will be an A in even years, and a B in odd years
Prefix will be the last digit of the current year.

C. Preparedness, ~~Hazardous~~ Fuels Management Projects Reduction, and Suppression Billing

1. Preparedness

Charges for services rendered for Annual Fixed Costs For Shared Suppression Resources (Preparedness support) will be agreed upon and identified in this Annual Operating Agreement (refer to page 24 for summary). Billing will be through the Bill For Collection Process, and follow the schedule established in Section XII.A. of this Annual Operating Agreement (refer to pg. 25).

Charges for services not listed in this Annual Operating Agreement will be billed using the Bill For Collection process unless otherwise agreed to in this document.

2. Fuels Management Projects

Charges for Hazardous Fuels Reduction project support will be recovered in the same manner as charges for Suppression assistance.

3. Suppression

Charges for Suppression and Non-Specific Suppression Support to the other agency will be totaled and billed using the Bill For Collection process, following the schedule established in Section XII.A. of this Annual Operating Agreement (refer to pg. 25).

The following documents will be available to support the preliminary suppression billing:

- a. List of individual fires by fire number, size, protection option, ownership(s), and total cost.
- b. Individual fire reports with narratives and a detailed map of the scale 1:63,360 (one inch to the mile) U.S.G.S. base, of all fires.

D. Audit

1. Each agency shall be subject to examination and audit for five (5) years after final payment under the terms of this agreement.
2. Examination and audit shall be confined to those matters connected with the performance of this agreement.

E. Fire Suppression/Support Numbering

1. All fire numbers will be issued by AICC for both AFS and DOF.
2. The last three (3) digits of these numbers will be the same for each agency.
3. All fire numbers will be requested via the teletype to AICC regardless of operational hours of AICC. After hours contact will be provided over the teletype. Incident numbers may be issued from the after hours contacts, but the requesting office must place an official request over

the teletype

XIII. DELEGATION OF AUTHORITY

Responsible Officers

<u>Area of Responsibility</u>	<u>DOF</u>	<u>AFS</u>
Authorized Agency Representative; Cooperative Relationships, Alaska; Agreement Signing Authority; and Program Responsibility.	State Forester	State Director
Agency Functional Representative; Annual Operating Agreement Signing Authority; Statewide Suppression Policy; and Fire Service Coordination.	Chief, Fire & Aviation	Manager, Alaska Fire Service

The above personnel will assign acting designees in their absence and inform their counterpart in the other agency as to the acting's name, position, office phone, and home phone number.

XIV. ANNUAL OPERATING AGREEMENT

This Annual Operating Agreement is an addendum to the Master Reciprocal Protection Agreement between the U.S. Bureau of Land Management, Alaska Fire Service and the State of Alaska, Division of Forestry. This Annual Operating Agreement will remain in force until superceded by a new Annual Operating Agreement.

Land management agencies receiving protection services from AFS and/or DOF will have the opportunity to review this Annual Operating Agreement.

XV. ACCIDENT NOTIFICATION PROCEDURES

- A. Whenever a serious accident occurs involving the equipment, aircraft, or personnel of a supporting agency, the protection agency shall take immediate steps to notify the supporting agency that an accident has occurred.
- B. As soon as practical, the protecting agency shall conduct an investigation of the accident.
- C. The investigation shall be conducted by a team made up of appropriate representatives from all affected parties. Reports generated from investigations shall be shared amongst involved agencies.

XVI. MUTUAL SHARING OF INFORMATION

- A. Each agency will reference Incident Reports by both agency fire numbers. When a fire on AFS Protection Responsibility Lands, in the DOF Protection Area is reported, the DOF number will become the fire name on the AFS Incident Report.
- B. Fire reports will be submitted in final form to AICC within 20 days of the fire being declared out.

XVII. EQUAL OPPORTUNITY

(refer to page 9 of the Reciprocal Fire Protection Agreement)

XVIII. PREVIOUS AGREEMENTS CANCELED

02agree.wpd

June 21, 2002

Bold indicates language changed or added since the previous agreement.

Upon signature, this Annual Operating Agreement supersedes all previous Annual Operating Agreements between the AFS and DOF.

XIX. DURATION OF AGREEMENT

This Annual Operating Agreement may be amended at any time by mutual written consent of both parties and will remain in effect until termination of the Master Reciprocal Fire Protection Agreement or replacement by succeeding agreements.

XX. ANNUAL OPERATING AGREEMENT APPROVAL

State of Alaska
Department of Natural Resources
Division of Forestry

United States of America
Department of the Interior
Bureau of Land Management
Alaska Fire Service

By *Osvaldo Bueran*
Chief, Fire & Aviation
6/21/02
(Date)

By /s/ *Scott Bellamy*
Manager, Alaska Fire Service
6/21/02
(Date)

State of Alaska
Department of Natural Resources

United States of America
Department of the Interior
Bureau of Land Management

By *[Signature]* 7-3-02
Procurement Officer
Christopher S. Rutz
Procurement Officer, DNI

By /s/ *[Signature]*
ASO, Procurement Analyst
6/28/02
(Date)

Title
Assistance
officer