

Chapter 13 – Suppression Component Coding

PURPOSE

To provide basic coding information for suppression activity procurement and payroll.

DEFINITIONS

IRIS (Advanced)

The Integrated Resource Information System is the State of Alaska’s accounting system.

IRIS FIN

The Financial Module of IRIS includes accounting, financial, and procurement.

IRIS HRM

The Human Resources Module of IRIS is the State of Alaska’s payroll and HR system.

TASK

Four-character alphanumeric code. Suppression Tasks begin with the letter “F”.

FIRE NUMBER

Six-digit number issued by AICC to each fire, also known as an incident number.

FUNCTION

Ten-digit code required by the IRIS system. Functions are derived from any given fire number as shown in the matrix on page 4 of this chapter.

TEMPLATE

Six-character alphanumeric code that encompasses all the “background” coding elements applied to each Task.

LDP

Five-digit Labor Distribution Profile that encompass all the elements (Task, Function, AR, etc.) required by HRM to process payroll for regular State of Alaska employees.

CODING

Charge Codes for General Procurement

Some invoices may be coded with stand-alone Templates (detection, prepositioning, etc.) but when coding to a specific fire always use a Template/Function combination.

EMERGENCY FIREFIGHTERS (EFF)

EFF timesheets will be coded with the appropriate ten-digit State Function number(s) in the Fire Code block of the OF-288. Do not enter a Task or LDP on the OF-288.

State Code (Fire No. Block)	AFS/USFS Code (Fire No. Block)	Special Provisions
10-digit incident # (ex. – 73X1101300)	(blank)	Enter only State Code
73X3602300	(blank)	Used to code EFF regular and overtime hours when there is no specific incident to charge. Usually applies to extended staffing situations in anticipation of new fire starts.

TEMPLATE	USE	SPECIAL PROVISION
NTF001	Suppression	Always used with a Function/fire number (including PNW Compact incidents) except the 73x37xxx00 series (see next item)
NTFL48	Lower-48 Suppression	Always, and only, used with Function/fire number series 73x37xxx00 (excludes PNW Compact)

TEMPLATE	LOCATION	USE	SPECIAL PROVISION
NTF005	Coastal	Detection Flight Time	Aircraft flight time, fuel, lubricants, specifically used for the discovery of new fires. No payroll.
NTF006	Northern		

NTF002	Northern	Commissary Purchases	The appropriate fire incident number is assigned with these charge codes. Costs for items purchased must be recovered from personnel via payroll deduction.
NTF003	Coastal		

TEMPLATE	LOCATION	USE	SPECIAL PROVISION
NTF10A	Coastal	Fire Force Preposition	<p align="center"><u>Northern/Coastal Region/State Fire Operations Forester approval required</u></p> <p>Covers transportation, meals, and lodging in anticipation of wildland fire activity based on above normal fire danger or multiple fire occurrences when such charges cannot be coded to a specific fire.</p> <p>Preposition Restrictions:</p> <ul style="list-style-type: none"> • Cannot be used for personnel time • Should not be used if charges can legitimately be coded to a specific fire. • Exception: When there is no actual fire to charge, Federal employees may charge their hours to the P-code or Alaska Fire Service (AFS) code equivalent for prepositioning.
NTF11A	Northern		
NTF12A	F&A		
NTF13A	Mat-Su		
NTF14A	Kenai		
NTF15A	Southwest		
NTF16A	Copper River		
NTF17A	Fairbanks		
NTF18A	Delta		
NTF19A	Tok		
NTF20A	Southeast		

*Special Note: Regardless of the coding provided on Preposition Resource Orders, the Emergency Firefighter (EFF) payroll code 73x36023 (73x3602300) cannot be used for any purpose other than EFF payroll.

LDP	LOCATION	USE	SPECIAL PROVISION
30289	Coastal	Standby Time	<p><u>Northern/Coastal Region/State Fire Operations Forester approval required.</u></p> <p>Codes established for standby time for Preparedness Component employees specifically assigned to standby by Regional/Area FMO or State Fire Operations Forester.</p> <p>Use requesting area’s code.</p> <p>If a specific Fire has requested you to standby, use that incident number (L-48 incidents).</p>
30292	Northern		
30295	F&A		
30298	Mat-Su		
30301	Kenai		
30304	Southwest		
30307	Copper River		
30310	Fairbanks		
30313	Delta		
30316	Tok		
30319	Southeast		

LDP	LOCATION	USE	SPECIAL PROVISION
30290	Coastal	High Fire Danger	<p><u>Northern/Coastal Region/State Fire Operations Forester approval required</u></p> <p>In periods of high to extreme fire danger not identified with ongoing fires, use to code overtime (OT) for Preparedness Component Employees. Usually applies to extended staffing situations in anticipation of new fire starts.</p> <p>High Fire Danger OT Restrictions:</p> <ul style="list-style-type: none"> • Cannot be used to code regular/straight time • Cannot be used for EFF time. (See EFF Codes)
30293	Northern		
30296	F&A		
30299	Mat-Su		
30302	Kenai		
30305	Southwest		
30308	Copper River		
30311	Fairbanks		
30314	Delta		
30317	Tok		
30320	Southeast		

SEARCH AND RESCUE INCIDENTS (S&R)

AICC shift coordinator will issue a non-suppression reimbursable code to be used.

AICC ISSUED CODES

Special purpose incident numbers are controlled by the State Fire Program Manager and the State Fire Operations Forester and are issued solely by the AICC State Coordinator. Advance approval by the State Fire Operations Forester or State Fire Program Manager is mandatory. A memo of explanation supporting the request is advised.

2022 DOF Codes				
State #	AFS #	LDP	Agency	Remarks
Central office log books maintained by AICC Coordinator(s)				
USFS Override code for DOI and DOF:1502				
DOF AFS Agreement Codes	NTF001-7323199100	JKJ6	State Fire Warehouse	Alaska Fire Service Support to the State Fire Warehouse when providing fire stores. All AFS supply is issued to this number and is not issued to state fire numbers unless approved by the DOF Coordinator at AICC
	NTF001-7323299200	JKK5	Alaska Fire Service	Division of Forestry Support to the Alaska Fire Service Fire Cache when providing fire stores. All DOF supply is issued to this number and is not issued to AFS fire numbers unless approved by the DOF Coordinator at AICC. Currently overspent.
	NTF001-7323290100	JJ3U	Alaska Fire Service	Division of Forestry Support to MID/Military, non-suppression support.
	NTF001-7323199300	JJ3V	State Regions and Central Office	Alaska Fire Service support to the Regions or Central Office for standby or for prepositioning of Overhead, Equipment, Air Tankers, Lead Planes, Air Attack Aircraft for DOF/AFS crossbilling purposes only.
	NTF001-7323299400	JJ3W	Alaska Fire Service	Division of Forestry Support to the Alaska Fire Service for prepositioning of Overhead, Equipment, Air Tankers, Lead Planes, Air Attack Aircraft for DOF/AFS crossbilling purposes only. Includes Duty Officer time.
	NTF001-7323199500	JJ3X	State Regions and Central Office	Alaska Fire Service support to the Regions or Central Office for standby or for prepositioning of Smokejumper personnel. Includes SMJ aircraft, pilots and aircraft fuel for DOF/AFS crossbilling purposes only.
	NTF001-7323190200	PNJJ3R	State Regions and Central Office	USFS Smokejumper support to DOF.
	(no state equivalent)	JJ1F	Alaska Fire Service	AFS Training Support to DOF-meals, barracks, etc.
	(no state equivalent)	JKK3	Alaska Fire Service	AFS Radio Shop supporting DOF
	NFT001-7323499000	JKJ9	Alaska Fire Service	Division of Forestry and Alaska Fire Service Fire Medic Program
Issued by AICC State Coordinator ONLY	NTF001-7323100100-7323199900		State Reimburses BLM/AFS	Issued to fires on State and privately owned lands within BLM and AFS protection areas or the USFS protection area. Establishes a cross-reference number for incidents which the State will reimburse BLM or the USFS. AFS bills DOF
	NTF001-7323200100-7323299900		BLMAFS reimburses State	Issued to fires in AFS protection that start on federal lands where the State of Alaska providing support. DOF bills AFS.
	NTF001-7323300100-7323399900		State Regions and Central Office	Assigned to Division of Forestry actions that support overall suppression activities that will not be charged to a specific incident: DOF providing standby for a structure fire that may spread to into the wildlands. Issue one number per year for the Area Office but only after the Area has requested the number. Kenai/Kodiak Area Forestry for mutual aid responses on the Chugach National Forest. Issue one number per year. Only resources identified within the Mutual Aid Agreement will charge to this code. Assigned to FEMA incidents in Alaska.
	NTF001-7323400100-7323499900		State Regions and Central Office	Assigned to the Division of Forestry non-suppression reimbursable projects in support of other agencies
	F001-7323500100-7323599900		State Regions and Central Office	Assigned to Northwest Compact requests when the Division is requesting resources from the Northwest Compact member States, Provinces or Territories. Also assigned when the Division of Forestry requests Canadian suppression agencies to respond to fires on the Alaskan
	FL48-7323700100-7323799900		State Regions and Central Office	Assigned to wildfires and severity orders in the L-48; assigned to FEMA incidents in the L-48("F" codes); Can only be assigned to USFS P, S, G, WG, WFSU and F numbers (NO WFPR #)
	NTF001-7323800100-7323899900		State Regions and Central Office	Assigned to Northwest Compact requests when the Division is sending resources or other support to the Northwest Compact member States, Provinces or Territories. Also assigned to Division of Forestry suppression responses to Canada on the Canadian side of the AK/Canadian border.
NTF001-7323900100-7323999900		State Regions and Central Office	Assigned to Non-suppression "ALL Risk" incidents managed by the Alaska Division of Homeland Security and Emergency Management to which DOF is providing support. This may include aircraft, personnel, crews, supply and equipment. ALL ADES INCIDENTS MUST HAVE AN RSA.	