## INCIDENT ACTION PLAN

 SMITH RIVER COMPLEX SOUTH INCIDENT

CA-SRF-000968
P5 QJ6L (0510)


OPERATIONAL PERIOD
11/5/2023


Check-in/Demob Maps

## INCIDENT OBJECTIVES (ICS 202)



## ORGANIZATION ASSIGNMENT LIST (ICS 203)



# Smith River Complex 

Weather Forecast 11/5-11/11<br>Spot weather forecast location Bear Basin Butte

## PERIODS OF HEAVY RAIN WILL INCREASE THE RISK OF DEBRIS AND ROCKSLIDES THROUGH MONDAY

## DISCUSSION

Light to moderate rain showers will continue through the weekend with a marked increase in shower activity expected late Sunday into Monday. This period will most likely see 2.5 to 4.5 inches of rain depending on the elevation. This period will also likely (40 percent chance) see wet thunderstorms in the area, increasing the risk of debris flow. Showers will also bring strong, gusty south winds in exposed areas through early Monday. Relatively calmer conditions are expected mid-week with Wednesday as the one dry day in the current forecast. Another round of showers and possibly thunderstorms is on track late Thursday into Friday with an additional 1 to 2 inches of rain most likely.

## SUNDAY

| Sky/weather | Mostly cloudy. Rain showers in the afternoon. |
| :--- | :--- |
| CWR | 80 percent. |
| LAL | 1. |
| Max temperature | 48 to 52. |
| Min humidity | 80 to 85 percent. |
| Wind (20 ft) | Southwest winds 12 to 18 mph with gusts over 30 mph in exposed areas. Strongest in the evening. |

## SUNDAY NIGHT

Sky/weather

## CWR

LAL
Min temperature Max humidity
Wind (20 ft)

Rain showers through the night. Slight chance of thunderstorms after midnight.
100 percent.
3.

42 to 46.
90 to 95 percent.
Breezy. Southwest winds 15 to 20 mph with gusts up to 40 mph in exposed areas. Gusty and erratic winds expected near thunderstorms.

## MONDAY

Sky/weather
CWR
Chance of thunderstorms in the morning. Rain showers through the day. 100 percent.
LAL 4.
Max temperature
Min humidity
Wind ( 20 ft )

44 to 48.
80 to 85 percent.
Southwest winds 10 to 15 mph with gusts to 22 mph . Gusty and erratic winds expected near thunderstorms.

## FORECAST DAYS 3 THROUGH 7

## TUESDAY

Showers. Lows near 40. Highs in the upper 40s. Northwest winds generally less than 8 mph . Minimum RH as low as 75 percent.

## WEDNESDAY

Partly cloudy. Lows in the mid 30s. Highs in the low 50 s . Terrain Winds generally less than 5 mph . Minimum RH as low as 50 percent.

## THURSDAY

Partly cloudy. Chance of rain. Lows in the upper 30s. Highs in the upper 40s. Moderate south winds generally less than 12 mph . Minimum RH as low as 50 percent.

## FRIDAY

Rain Lows in the upper 30s. Highs in the mid 40s. West winds generally below 8 mph . Minimum RH as low as 80 percent.

| Smith River Complex General Weather Outlook <br> Planning Purposes Only, see the IAP for the Official Forecast Forecast made Saturday, November 4 - IMET James White |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Conditions | Sun | Mon | Tue | Wed | Thu | Fri |
| around 800 FT | 5-Nov | 6-Nov | 7-Nov | 8-Nov | 9-Nov | 10-Nov |
| Highlights | Debris Flow Risk |  | Light Rain | None | Moderate Rain |  |
| Clouds/Smoke @ 1500 (\%) | 100 | 100 | 60 | 20 | 80 | 60 |
| Average Max Temp (F) | 53 | 48 | 47 | 53 | 51 | 46 |
| Min Humidity (\%) | 80 | 85 | 75 | 55 | 50 | 80 |
| Ridge Max Humidity (\%) | 100 | 95 | 100 | 95 | 60 | 90 |
| Rainfall (in) | 1 | 2.3 | 0.4 | 0 | 0.6 | 0.4 |
| ChanceWetting Rain (\%) | 100 | 100 | 85 | 5 | 85 | 70 |
| Ridge Wind Gusts (mph) | 30 | 22 | 14 | 16 | 22 | 16 |
| Wind Direction* | SW | SW | NW | NE | SE | SW -> NW |
| LAL | 3 | 4 | 1 | 1 | 3 | 1 |
| Do not use this matrix after Sunday, November 5 |  |  |  |  |  |  |
| KEY: | Moderate Burning Conditions |  | Take Caution - Critical Burning Conditions |  | Extreme Burning Conditions |  |
| 24 Hour Precipitation Forecast (0500-0500) |  |  |  |  |  |  |
| Chance of >= 0.01" | 100\% | 100\% | 95\% | 10\% | 90\% | 75\% |
| Chance of $>=0.10^{\prime \prime}$ | 100\% | 100\% | 85\% | 5\% | 85\% | 70\% |
| Chance of $>=0.25{ }^{\prime \prime}$ | 100\% | 100\% | 65\% | 0\% | 75\% | 60\% |
| Chance of $>=0.50{ }^{\prime \prime}$ | 100\% | 95\% | 35\% | 0\% | 65\% | 45\% |
| Chance of $>=1.00 "$ | 100\% | 70\% | 15\% | 0\% | 45\% | 25\% |
| 4 or more EXTREME blocks in a day equals the potential for a Critical Weather Day |  |  |  |  |  |  |

## Smith River - Safety Message

## INCIDENT \#CA-SRF-000968

DATE:11/05 - 11/08 TIME: 0700-0700
Complacency

- Stay mentally engaged on the task at hand!
- Give clear briefings. Address complacency in your daily AAR.
- Clearly identify the day's mission and purpose.
- Use the "Buddy System" and watch out for each other. If you see something, say something.
- Ask yourself: "Are you doing the job safely, the way you were trained?"
- Look for a "new" or "fresh" approach to repetitive assignments.


## PREPARE FOR A MEDICAL EMERGENCY

- Practice reporting the Medical Incident Report with all crew members.
- An emergency shouldn't be the first time that the process is reviewed.
- Know where the closest medical staff is located.
- Pre plan travel routes and utilize drop points as rendezvous locations if needed. Have a plan in case aircraft are unavailable.
- Know who else is medically trained within assigned resources.


## OPERATIONAL TEMPO

- Maintaining operational tempo is not solely about speeding up to match or exceed the pace of the environment.
- It's also about knowing when operations should slow down and why.
- We are most vulnerable to accidents and errors when operational tempo changes, especially when it changes quickly.
- Maintaining good situation awareness despite change in operational tempo represents a considerable challenge.
- The key to managing operational tempo successfully is monitoring the changing environment and capabilities of the team, and then applying good judgment to determine whether to push forward or pull back while making necessary adjustments.


## Points to Ponder

- Vehicle accidents are a common cause of firefighter injuries - Drive Smart
- Trees are a major cause of wildland firefighter injuries and fatalities -
Look Up
- FF's can be the cause of, or recipient of rolling debris - Look Around
- Heat and Cold, long hours, and repetition can lead to complacency and injuries - Pace yourself!
- Multiple Resources of multiple typing doing multiple jobs = Multiple potential for injury - Stay Focused - Communicate clearly and get confirmation that your message is understood - Communicate Clearly


## Safety Ron Booker

Safety Rob Pelton 231-629-7242

| BR/DV | HAZARDOUS ACTIONS - CONDITIONS | MITIGATIONS - WARNINGS - REMEDIES |
| :---: | :---: | :---: |
| ALL | WEATHER / THUNDERSTORM SAFETY | - Take weather throughout the shift to get timely and accurate information. <br> - Is what we predicted what you are observing? <br> - Request spot weather forecasts if you notice a notable change in the weather. <br> - Communicate any changes in weather with your crew and adjacent resources. <br> - Take shelter in a vehicle or building if possible. <br> - If outdoors, find a low spot away from tall trees. If in the woods, move to an area with shorter trees. <br> - If in open country, crouch low with feet together and minimize contact with the ground. <br> - Don't stay on ridge tops or in wide open areas. <br> - Get to hard packed roads during rain events. <br> - Follow Thunderstorm Safety in your IRPG (pg. 17). |
| ALL | TRAFFIC HAZARDS AND DRIVING | - Take extra precautions when entering or exiting the roadways. <br> - Maintain high visibility when in the operational area and use warning lights when working on roads or traveling in smoke. <br> - Many roads are narrow and mid-slope, with soft shoulders. Allow heavy vehicles to pass on the uphill side. Use spotters when backing or turning around. <br> - Keep your speed down in all areas. Drive at or below posted speed limits. <br> - Use warning lights when working on roads or traveling in smoke. <br> - Use chock blocks and turn wheels into hills. |
| ALL | COLD STRESS | - Keep extra clothing handy if you get wet and need to change. <br> - Drink warm, sweetened fluids. <br> - Avoid touching cold metal or wet surfaces with bare skin. <br> - Use proper engineering controls, safe work practices, and protective equipment. |
| ALL | DEBRIS FLOW / MUDSLIDES | - Never underestimate a debris flow or mudslide. <br> - Never attempt to cross a debris flow. <br> - Pay attention to weather forecasts for the burn area. <br> - Know the warning signs (listen and watch for rushing water, mud, unusual sounds. <br> - Have an evacuation/escape route planned that is least likely to be impacted by flash flooding. |
| ALL | STEEP TERRAIN \& ROLLING DEBRIS | - Maintain 8'-10' spacing when working \& walking. <br> - Do not work above any personnel. <br> - Evaluate the necessity to send personnel into areas with limited access. |
| ALL | HAZARD / DANGER TREES | - Follow Hazard Tree Safety Guidelines (IRPG p.22.) <br> - Limit the number of personnel around snags and their exposure time. <br> - $\quad$ Fallers must be qualified for the trees being felled. <br> - Be alert around hazard trees during wind events, even green trees. <br> - The hazard zone extends a minimum of $21 / 2$ tree lengths. <br> - Avoid parking vehicles or taking breaks under or near hazard trees. |
| ALL | FATIGUE AND COMPLACENCY | - Be alert, and monitor all resources for signs of fatigue, and take breaks as necessary. <br> - Maintain a 2:1 Work to rest ratio. <br> - Repeated assignments in the same area can lead to complacency, making personnel morevulnerable to accidents. <br> - Take steps to maintain situational awareness for the duration of the incident. <br> - Take tactical pauses as practical and feasible. |
| ALL | HEAVY EQUIPMENT OPERATIONS | - Ensure communications are established with operators. <br> - Use hand signals if other communications are unavailable. <br> - Maintain a $50^{\prime}-100^{\prime}$ exclusion area around equipment. <br> - Use road guards as needed to control traffic. |
| ALL | MENTAL WELL-BEING | - Prioritize sleep and eat a healthy diet. <br> - Include your family and friends. Call home and initiate social connections. <br> - Monitor resources and engage in healthy activities. <br> - Focus on positivity and engage in self-care. |
| ALL | MOP-UP | - Balance the risk of exposure to hazards against the mop-up objective. <br> - Evaluate areas for hazard trees and locate stump holes for avoidance. <br> - Monitor fatigue; shorten shifts to increase rest where appropriate. <br> - Review and follow "Look Up, Look Down, Look Around" procedures. <br> - Evaluate mop-up distances against what is safe and necessary. |
|  | INCIDENT NAME: <br> RIVER COMPLEX SOUTH | OPERATIONAL PERIOD: 0700-0700 <br> SIX RIVERS Nov 5 - Nov 8, 2023 National Forest <br> Date/Time Prepared: 10/26/2023-1000 |

ASSIGNMENT LIST (ICS 204 WF)

| 1. Incident Name: |  |  |  | 2. Operational Period: |  |  |  | 3. Branch Division |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| SMITH RIVER COMPLEX SOUTH |  |  |  | Date From | 11/05/23 | Date To: | 11/08/23 | Hazard Tree / Repair |  |  |
|  |  |  |  | Time From: | 0700 | Time To: | 0700 |  |  |  |
| 4. Operations Personnel: |  |  |  |  |  |  |  |  |  |  |
| Operations Section Chief: JOSH LAMBERT (11/6) |  |  |  |  |  | Night Ops: |  |  |  |  |
| Division/Group Supervisor: GEORGE CHAMBERS (11/6) |  |  |  |  |  | Air Attack: |  |  |  |  |
| 5. Resources Assigned: |  | ** Resources Below in Bold are 12 Hour ** |  |  |  |  |  |  |  |  |
| Resource Identifier |  | ALS | LWD | Leader |  | Personnel | Request \# | Hours | Reporting Loca | ation |
| TFLD BOWSER |  |  | 11/9 | BOWSER, KOREY |  | 1 | 0-1246 | 0700-1900 | GASQUET D.O |  |
| TFLD(T) PRECIADO |  |  | 11/9 | PRECIADO, VICTOR |  | 1 | 0-1248 | 0700-1900 | GASQUET D.O |  |
| TFLD BOOTH |  |  | 11/10 | BOOTH, ADAM |  | 1 | 0-1260 | 0700-1900 | GASQUET D.O |  |
| HEQB BENSON |  |  | 11/14 | BENSON, BRENT |  | 1 | 0-1230 | 0700-1900 | GASQUET D.O |  |
| FMOD PAC RIDGELINE 156 |  |  | 11/14 | GENE GRIFFIN |  | 2 | 0-156 | 0700-1900 | GASQUET D.O |  |
| FMOD REDWOOD EMPIRE |  |  | 11/13 | GONZALES, JESSE |  | 2 | 0-157 | 0700-1900 | GASQUET D.O |  |
| ENG3 CASRF E311 |  |  | 11/9 | MCCULLOCH, BROCK |  | 5 | E-799 | 0700-1900 | GASQUET D.O |  |
| CHSL TIMBERSMITH TRK CHIP 1 |  |  | 11/9 | BRITT, RON |  | 1 | E-743 | 0700-1900 | GASQUET D.O |  |
| EXC2 TIMBERSMITH GRAPPLE 1 |  |  | 11/9 | SIEBENTHALL, SHANE |  | 1 | E-778 | 0700-1900 | GASQUET D.O |  |
| CHSL TIMBERSMITH TRK CHIP 2 |  |  | 11/11 | KIRBY, KEATON |  | 1 | E-746 | 0700-1900 | GASQUET D.O |  |
| EXC2 TIMBERSMITH GRAPPLE 2 |  |  | 11/11 | MCCLURE, CONNOR |  | 1 | E-779 | 0700-1900 | GASQUET D.O |  |
| CHSL TIMBERSMITH TRK CHIP 3 |  |  | 11/13 | YEOMANS, ROBBY |  | 1 | E-747 | 0700-1900 | GASQUET D.O |  |
| EXC2 TIMBERSMITH GRAPPLE 3 |  |  | 11/13 | MARTINEZ, SERGIO |  | 1 | E-780 | 0700-1900 | GASQUET D.O |  |
| CHP1 AXSUS ALBACH |  |  | 11/10 | GARCIA, ROBERTO |  | 2 | E-792 | 0700-1900 | GASQUET D.O |  |
| BLACKWOODS REMS 6 |  | X | 11/13 | LEFEVER, CHANDLER |  | 4 | 0-476 | 0700-1900 | GASQUET D.O. |  |
| AMBO 1 |  | X | 11/9 | COOPER, MARK |  | 2 | E-93 | 0700-1900 | GASQUET D.O. |  |
| SOFR GOUGHNOUR |  |  | 11/13 | GOUGHNOUR, ALBERT |  | 1 | 0-1267 | 0700-1900 | GASQUET D.O. |  |
| REAF GRAY |  |  | 11/10 | GRAY, CORA |  | 1 | 0-180 | 0700-1900 | GASQUET D.O. |  |
| REAF WILSON |  |  | 11/10 | WILSON, SPENCER |  | 1 | 0-1256 | 0700-1900 | GASQUET D.O. |  |
| THSP JOHNSON |  |  | 11/7 | JOHNSON, CODY |  | 1 | 0-1257 | 0700-1900 | GASQUET D.O. |  |
| REAF TURATI |  |  | 11/9 | TURATI, BENJAMIN |  | 1 | 0-1258 | 0700-1900 | GASQUET D.O. |  |
|  |  |  |  |  |  |  |  |  |  |  |
| 6. Work Assignments: <br> Continue working with READs, falling teams, and heavy equipment to mitigate hazardous trees as identified on the hazard tree abatement map. If dry weather and ground conditions allow, identify and continue suppression repair. <br> Continue backhaul of all accountable property. |  |  |  |  |  |  |  |  |  |  |
| 8. Communications |  |  |  |  |  |  |  |  |  |  |
| Name | Ch |  | ction | Rx Freq | Rx Tone | Tx Freq | Tx Tone | Mode | Notes |  |
| SRF ADMIN | 1 | Smith | сомms | 170.4750 | OST | 165.7500 | OST | A | TONE 1,4 OR 12 |  |
| NIFC T1 | 3 | TAC | TICAL | 168.0500 | 0.0 | 168.0500 | 0.0 | A | $\begin{aligned} & \text { HAZARD TREE/REP, } \\ & \text { GROUP } \end{aligned}$ | PAIR |
| CALCORD | 15 | TAC | TICAL | 156.0750 | (T6) 156.7 | 156.0750 | (T6) 156.7 | A |  |  |
| AIRGUARD | 16 | AIRG | UARD | 168.6250 | 0.0 | 168.6250 | (T1) 110.9 | A |  |  |
|  |  |  |  |  |  | PSC3 | Signature | Hthen | phe |  |
|  |  |  |  | Date/Time: 11/4/2023 |  | 2200 |  |  | sonnel Count: | 32 |

CONTROLLED UNCLASSIFIED 10/18/23

0700 | Notes |
| :--- |
| TONE 1, 4 OR 12 |
| NORTH COAST DISPATCH TONE 1, 4,12 | HAZARD TREE/REPAIR GROUP IA TACTICAL


$\qquad$ $\varangle$
$\varangle$






# Smith River Complex Incident: Resource Advisor Message <br> IMPORTANT: Yellow/White Striped flagging ‘Equipment Exclusion' indicates resource AVOIDANCE areas. 

Lil Gasquet fact! With its diverse soils, the Smith River basin supports at least 27 species of rare or endangered plants. These rare plants are protected within specially designated tracts like the Myrtle Creek Botanical Area, North Fork Botanical Area, Bear Basin Butte Botanical Area, and Broken Rib Botanical Area. Darlingtonia californica (right picture)



## CULTURAL AND HERITAGE RESOURCES:

The area you are working in is rich in cultural and heritage resources which may be encountered while fighting fire or during suppression repair. Avoid disturbing cultural or heritage resource if encountered.

- GPS its location and take a photo, do not remove or collect anything. Work with your division to notify a READ for recommendations on how to proceed.
- Some cultural resources present hazardous conditions, such as mining shafts. Be attentive to these potential hazards when working around known mining areas or in rocky areas.
- Known resources may be flagged ahead in work areas.
- Finding of cultural resources should not be reported over the radio.


## PORT ORFORD CEDAR ROOT DISEASE:

Some local drainages are infected with a root disease that spreads via mud and water and kills Port Orford cedar trees. To prevent spreading this disease to uninfected areas, all water tenders and engines will apply bleach to their tanks (1:1000 ratio). Use Designated Draft Site Location in your Division (setup with Bleach and fish screen)


## WEED WASH:

The area in and around the Smith River Complex, are home to many sensitive species. Infestations of highly invasive plant species are one of the largest threats to sensitive species populations here. Spread via vehicles and foot traffic as well as re-activation via fire is of high concern. To help protect these sensitive places, do not park in and try to avoid areas flagged areas. Make sure to visit the WEED WASH just north of Gasquet Ranger District Office on
the south side pullout State Highway 199.


## HAZARD TREE ABATEMENT GUIDELINES

## Treatment Extent Includes Items 1-3

1) Cutting trees within 1.5 tree lengths above the road and 0.5 dominant tree height (roughly 80 ') below the road.
2) Only cutting completely dead trees. Trees with a single green needle shall stay unless impeding operations (ie. completely dead trees beyond trees with few green needles).
3) Felling of all trees less than 18 " dbh , trees over 18 " dbh may be cut if within striking distance of areas of moderate use. This includes areas of moderate and high personnel residence time such as landings, campgrounds, and bathrooms. Coordinate with Timber Resource Advisors on moderate use determination.

## Key Operational Side Bars

- Ground equipment will be limited to slopes of $35 \%$ or less.
- Coordinate with Resource Advisors for equipment exclusion zone and site-specific treatments.
- No equipment is allowed within Riparian Reserves (Equipment Exclusion Zones) - 320 feet slope distance of perennial and 160 feet intermittent stream channels. Retain trees in Riparian Reserves, unless excessive fuels loading.
- Within Equipment Exclusion Zones, with coordination with resource advisors, material may be removed from these areas if full suspension can be achieved in order to prevent excess fuels loading.
- Whole tree yard and skid to greatest extent practicable.
- Minimize Landing Sizes
- $\leq 1 \mathrm{ft}$. stump height


## Rules and Guidelines:

- Always buck for the longest preferred length. Preferred Lengths are 16’ $\mathbf{6}^{\prime \prime}$, 33' and 41.
- Logs not capable of being bucked to a preferred length shall be bucked to the next longest length in two-foot (2') multiples.
- Minimum scaling diameter is $6^{\prime \prime}$ DIB. Minimum log length is $10^{\prime}$. Maximum log length is $41^{\prime}$ for tree less than 36" dbh.
- All trees 36 " dbh or higher felled and retained onsite, unless excessive fuels loading.

Unless otherwise specified during operations, each piece less than or equal to 20 feet will have a trim allowance of 6 inches. All logs 22-40 feet will have a 12-inch trim allowance.

## Slash

(1) Chipping is the preferred method - chip depth should not exceed 6 inches.
(2) Machine piles - this is second preferred method of slash disposal. No soil in piles. Follow site specific of pile size and placement. Cover piles with black $\mathbf{6 m l}$ plastic over a minimum of $75 \%$ of the pile.
(3) Stack hardwood boles separately. Keep stacks < 10 ft . in height.
(4) Slash must be spread to a depth of not more than six (6) inches.

## Flagging Colors

o Red: Private Property boundary
o Yellow: Boundary of Little Jones Timber Sale
o Orange: Landing
o White and yellow striped "EQUIPMENT EXCLUSION": Avoidance area (Exceptions: work with Resource Advisors for special circumstances)

- Minimize walking equipment across chip sealed or asphalt surface. Rubber mats or tires are required when crossing.
- Keep road surface and ditches free and clear of debris.
- Protect all structural improvements.
***REFER TO HAZARD TREE ABATEMENT PLAN FOR FULL DETAILS***


New Traffic Schedule for U.S. 199 in Del Norte County


Route 199 (19.1/33.5) - Emergency work east of Gasquet from the Grassy Flat Bridge to the Collier Tunnel Rest Area continues. One-way traffic control is in effect from 8 a.m. to 5 p.m. weekdays and motorists should anticipate up to one-hour delays. LC\#T199CA

The work on U.S. 199 involves the removal of hazardous trees, repairing and replacing damaged guardrails and slope stabilization.

This plan is subject to change if there is a safety risk to the traveling public and/or personnel.

## U.S. 199 Traffic Schedule in Del Norte County

Weekdays: 8:00 a.m. to 5:00 p.m. Open to one-way controlled traffic.

5:00 p.m. to 8 a.m. Open to two-way uncontrolled traffic.
Weekends: Open to two-way uncontrolled traffic.
Follow Caltrans District 1 social media for more updates, and check quickmap.dot.ca.gov or the QuickMap app for the latest road conditions.

## FINANCE MESSAGE

| Fire Name: Smith River Complex |
| :--- |
| Fire Number: CA-SRF-000968 |
| Accounting Code: P5 QJ6L (0510) |
| Email: |
| 2023.smithrivercomplex.finance@firenet.gov |

## Finance will be located at the Gasquet Ranger Station Please email if you have any questions.

Finance Documents Needed upon "Check In" (If Not Already Submitted):

| Please email these documents or scan the QR Code below, attach \& submit. |  |  |  |
| :---: | :---: | :---: | :---: |
| FED Equipment/ Crews: <br> - Manifest - showing employment type (GS or WG) or AD rates if applicable | Overhead: <br> - AD/Casual Hire Form <br> - If regular Agency please ensure "GS" or "WG" is written on your first CTR | Contract <br> Equipment/ <br> Contract Crews: <br> - Agreement <br> - Manifest <br> - Resource Order <br> - Inspections | Cooperator: <br> - Cooperative Agreement <br> - Resource Order |

CLAIMS- If you have a claim please email it in as soon as possible.
Prior to your demob date, please contact Finance via email to expedite the demob process. Upon submittal of your final CTR/Shift Tickets, Finance will email you copies of your pay documents for review and signature.


Local Government Resources on CFAA
If you are demobing from the incident and there is not an OES AREP on site:

Email your 213 to shelly_dennis@firenet.gov
Utilize your MARS account for your F-42
Once your draft is complete call:
Chief Wakefield 916-704-3445
Or
Chief Courson 916-281-4484
If claiming any expenses, you MUST have Finance sign your form 213 and demob 221
Call the above numbers if you have any questions

## Smith River Complex

(South)

## CHECK-IN

1. Scan the $Q R$ code and select INITIAL CHECK IN. If returning from $R \& R$ use the same QR code but fill out the RETURN FROM R\&R link.

Submit all required documents to Finance by emailing them to 2023.SmithRiverComplex.Finance@firenet.gov
2. Go find your incident supervisor or attend morning briefing.

E-Mail: 2023.SmithRiverComplex.Checkin@firenet.gov

## DEMOB

1. Come to the District Office at 10600 US-199 in Gasquet and pick up a 221
-OR-
2. Scan the QR code on the front of your IAP and select the Demob questionnaire
3. Make sure you are current with your CTR's or Shift Tickets.
4. Nikki Green will be at the District Office to handle Supplies and Communications.
5. Finalize time with Finance.
6. Submit the completed paper 221 to $D E M O B$ or submit the electronic questionnaire Safe Travels!

If you need a flight home contact DEMOB 72 hours ( 3 days) before your demob date. Stop by to fill out an Air Travel Request form.

DEMOB questions ? 541 801-3761

Email: 2023.SmithRiverComplex.demob@firenet.gov




## ACTIVITY LOG (ICS 214)



## ACTIVITY LOG (ICS 214)





