

MIDC- Incident Organizer

Initial Dispatch

Date:	Time:	Resource:
Reporting Party:	Geographic Location: _____	
Access:	T: _____ R: _____ S: _____ 1/4: _____ 1/4: _____	
	Lat: _____	
	Long: _____	
Resources Responding	Fire Behavior:	
Additional Notes (Hazards, Frequencies)		

Initial Attack Arrival Report

(Call into dispatch as soon as possible; don't repeat in detailed size-up is no changed condition)

Fire Name:		Estimated Size:		
IC/Trainee:				
Fire is Burning in:	Grass	Brush	Timber	Slash
Character of Fire:	Smoldering	Creeping	Spotting	Torching
	Running		Crowning	
Potential:	Low	Moderate	High	Extreme
Structure Threatened?	Yes-Specify _____			No
Values Threatened?	Yes-Specify _____			No
Control Problems?	Yes-Specify _____			No
Additional Resources Needed?	Yes-Specify _____			No
Can You Handle?	Yes			No
* If NO Request higher level IC			ICT4/ICT3	

- L: Has fire been thoroughly scouted/sized-up and lookouts posted (if necessary)? YES
 NO
- C: Are communications with dispatch and firefighting personnel adequate? YES NO
- E: Have escape routes been identified, communicated and understood? YES NO
- S: Have safety zones been identified, communicated and understood? YES NO

**Michigan Interagency Dispatch Center
DETECTION and FIRE SIZE UP**

DO NOT REPEAT THE INFORMATION GIVEN IN THE ARRIVAL REPORT UNLESS THERE IS A CHANGE

Date		Time (Start/Discovery)		WildCad#	Charge Code	Override	District Fire#
		Time (Initial Action)					
Fire Name		Incident Complexity T5 T4 T3		Incident Commander		Trainee Incident Commander	
Location: Datum WGS84 (preferred) or NAD83 (Degrees Decimal Minutes) Latitude _____ Longitude _____							
Ownership _____ Legal: T _____ N, R _____ W, ¼ _____, ¼ _____, SEC _____							
Geographic:						Non-Wilderness / Wilderness	
Cause: Lightning Human → Need Investigator: Yes / No						Elevation	
Equipment		Smoking	Campfire	Debris Burning	Railroad	Unable to Determine	
1	FUEL TYPE		2	ADJACENT FUEL TYPE		3 UPDATED SIZE	
	Grass	Logging Slash		Grass	Logging Slash	Spot- 1/10Acre	1 - 5 Acres
	Brush	Thinning Slash		Brush	Thinning Slash	¼ - ½ Acre	5 - 10 Acres
	Re-prod	Logs and Duff		Re-prod	Other:	½ - ¾ Acre	10 - 15 Acres
	Light Timber	Snag		Light Timber		1 Acre	15+ Acres
	Heavy Timber	Other:		Heavy Timber			
4	ESTIMATED WINDS (MPH)			5 WIND DIRECTION			
	None -Light	10 - 15 mph		North	NE	Up Canyon	
	0 - 5 mph	15 - 20 mph		South	SE	Down Canyon	
	5 - 10 mph	20 mph+		East	NW	Up Slope	
				West	SW	Down Slope	
				Variable		None	
6	SLOPE EXPOSURE / ASPECT			7 SLOPE PERCENT			
	North	NE	Flat	Flat	40 - 60%		
	South	NW	Ridge Top	0 - 20%	61%+		
	East	SE		20 - 40%			
	West	SW					
8	POSITION ON SLOPE			9 FLAME LENGTH			
	Top	Upper 1/3		0 - 1 ft	4 - 8 ft		
		Middle 1/3		1 - 4 ft	8+ ft		
	Bottom	Lower 1/3					
10	CHARACTER OF FIRE			11 SPREAD POTENTIAL			
	Smoldering	Spotting	Running	Low	High		
	Creeping	Torching	Crowning	Moderate	Extreme		
12	ACCESS (Nearest trail, road, helispot, etc.)			13 ESTIMATE RESOURCE/EQUIP NEEDS			
				None at this Time: OR			
				Engine (type)	Helicopter w/ Bucket		
				Portable Pumps	Retardant		
				Handcrew	Helitack		
				Smoke Jumpers	Resource Advisor		
				Equipment			

Briefing Checklist:

- Situation:** Fire Name, Location, Terrain, Fuel Type & Conditions, Fire Behavior, Weather
- Mission:** Command Structure, Tactical Assignments, Contingency Plans
- Communication:** Communication Plan (Tactical, Command, Air/Ground), Medevac Plan
- Service/Support:** Adjacent Resources, Available Resources
- Risk Management:** Known Hazards/Risks, Control Measure for Hazards/Risks, Trigger Points
- Questions/Concerns?**

Incident Objectives

1. **SAFETY of Firefighters and Public**

2.

3.

4.

Your goal is to manage the incident and not create another.

Org Chart

(represent the current incident or stage of incident)

MAP SKETCH

Prepared by:

Position:

Date/Time

Resource Summary/Work Rest Documentation

This worksheet is designed to help the IC document and calculate amount of rest required to meet the Work/Rest guidelines. For every 2 hours of work or travel provide 1 hour of sleep or rest.

IC must justify and document work shifts exceeding 16 hours and those that do not meet the 2:1 work/rest guidelines -- see below.

Resource Type/ID	Ordered/ Released	ETA/ Arrival Time	Briefed	Assignment	Off shift at (time)	Total Hours Worked	Rest Time (hrs)

Approval for shift length exceeding 16 hours given by:

Date/Time approval given:

IC signature:

Date:

Weather Observation and Spot Weather Forecast Request
 Submit Spot Wx Request at: www.weather.gov/spot/
 Monitor Spot Wx Requests at: www.weather.gov/spot/monitor/

1. Name of Incident or Project	2. Control Agency:	3. Request Made	
		Date:	Time:
4. Location: (Township, Range, Section)	5. Drainage Name:	6. Exposure / Aspect	
7. Size of Incident or Project (acres):	8. Elevation		10. Project On:
	Top	Bottom	
9. Fuel Type:			

11. Weather Conditions at Incident or Project or from RAWs:									
Place	Elev.	Observation Date/Time	Wind Direction/ Velocity		Temperature				Sky Condition
			20 ft	Eye-level	Dry bulb	Wet bulb	RH	DP	

Returned Spot Weather Forecast

Discussion:

Today:

Sky weather:

Max Temp	Min RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Tonight:

Sky Weather:

Min Temp	Max RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Tomorrow:

Sky Weather:

Max Temp	Min RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Extended Forecast:

Weather Observation and Spot Weather Forecast Request

Submit Spot Wx Request at: www.weather.gov/spot/

Monitor Spot Wx Requests at: www.weather.gov/spot/monitor/

1. Name of Incident or Project		2. Control Agency:		3. Request Made			
				Date:		Time:	
4. Location: (Township, Range, Section)			5. Drainage Name:		6. Exposure / Aspect		
7. Size of Incident or Project (acres):		8. Elevation		9. Fuel Type:		10. Project On:	
		Top	Bottom				

11. Weather Conditions at Incident or Project or from RAWS:									
Place	Elev.	Observation Date/Time	Wind Direction/ Velocity		Temperature				Sky Condition
			20 ft	Eye-level	Dry bulb	Wet bulb	RH	DP	

Returned Spot Weather Forecast

Discussion:

Today:

Sky weather:

Max Temp	Min RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Tonight:

Sky Weather:

Min Temp	Max RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Tomorrow:

Sky Weather:

Max Temp	Min RH	Eye Level Wind	Ridge Top Wind	Chance Wetting Rain	LAL	Haines	Mix ht	Trans Wind	Smk Disp

Extended Forecast:

Medical Evacuation Pre-Plan

BE SPECIFIC!

Employees using this form should prepare it in advance. Inform other firefighters of its location so the information is readily available to transmit to Michigan Interagency Dispatch (via radio, cell phone, etc.) should an emergency arise. All medical emergencies will be handled by Michigan Interagency Dispatch Center.

Fire Name: _____ IC Name: _____

Radio Freq/Repeater: _____ Sat/Cell Number: _____

Fire Location By: Lat: _____ Long: _____

Legal: T. _____ R: _____ Section: _____ 1/4: _____

Geographic Location / Medivac Zone: OTF-WZ ___ HIF-CZ ___ HIF-EZ ___

Potential Helispots/Extraction Points

Helispot Name (H-1, Jones Meadow, etc.)	Legal Location	Lat/Long Location (hddd°mm.mmm /WGS 84)

Road and Trail Numbers

Road #	Trail #

Ground Extraction Points (Legal, Lat/Long)

Location Name (Campground, Road, etc.)	Legal Location	Lat/Long Location (hddd°mm.mmm /WGS 84)

Medical Qualifications of Personnel

Name	Qualifications

Medical Incident Report

Use items one through eight to communicate situation to dispatch

1. Contact Communications/Dispatch (Verify correct frequency prior to starting report)

Ex: “Communications, DIV. Alpha. Stand-by for Emergency Traffic

2. **Incident Status:** Provide incident summary (including number of patients) and command structure. EX: “Communications I have a Red priority patient, unconscious, struck by a falling tree. Requesting air ambulance to Forest Road 1 at (Lat./Long.) This will be the Trout Meadow Medical, IC is TFLD Jones, EMT smith is providing medical care.”

Severity of Emergency/ Transport Priority		
RED/Priority 1 Life or limb threatening injury or illness. Evacuation need is Immediate. EX: Unconscious, difficulty breathing, bleeding severely, 2nd-3rd degree burns more than 4 palm sized, heat stroke, disoriented.		
YELLOW/Priority 2 Serious injury or illness. Evacuation may be delayed if necessary. Ex: Significant trauma, unable to walk, 2nd-3rd degree burns not more than 1-3 palm sizes.		
GREEN /Priority 3 Minor injury or illness. Non-emergency transport. Ex: Sprains, strains, minor heat related illness.		
Nature of injury or illness & mechanism of injury		Brief summary of injury or illness
Transport Request		Air Ambulance/Short Haul/Hoist/Ambulance
Patient Location		Descriptive Location & Lat./Long.
Incident Name		Geographic name + “Medical”
On-Scene Incident Commander		Name of on-scene IC of incident within an incident
Patient Care		Name of care provider

3. Initial Patient Assessment: Complete this section for each patient as applicable (start with the most severe patient)

Patient Assessment: See IRPG page 106
Treatment:

4. Transport Plan:

Descriptive Location, Patient ETA to Evacuation Location
Helispot/Extraction Site Size and Hazards:

5. Additional Resource/Equipment Needs:

___ Paramedic ___ Crews ___ SKED/Backboard ___ Burn Sheet(s) ___ Oxygen
 ___ Trauma Bag ___ Medication(s) ___ IV/Fluids ___ Cardiac Monitor/AED ___ Other

Medical Incident Report Continued

Use items one through eight to communicate situation to dispatch

6. Communications:

Function	Channel Name	Rx	Tone/ NAC*	Tx	Tone/NAC*
Command					
Air-To-Ground					
Tactical					

7. Contingency:

Considerations: If primary options fail, what actions can be implemented in conjunction with primary evacuation method? Be thinking ahead....

8. Additional Information: Updates/Changes, etc.

Remember:

- ⇒ Confirm ETAs of resources ordered.
- ⇒ Act according to your level of training.
- ⇒ Be Alert. Keep Calm. Think Clearly. Act Decisively
- ⇒

Wildland Fire Risk and Complexity Assessment

Instructions:

Incident Commanders should complete Part A and Part B and relay this information to the Agency Administrator. If the fire exceeds initial attack or will be managed to accomplish resource management objectives, Incident Commanders should also complete Part C and provide the information to the Agency Administrator.

Part A: Firefighter Safety Assessment

Evaluate the following items, mitigate as necessary, and note any concerns, mitigations, or other information.

Evaluate these items	Concerns, mitigations, notes
LCES	
Fire Orders and Watch Out Situations	
Multiple operational periods have occurred without achieving initial objectives.	
Incident personnel are overextended mentally and/or physically and are affected by cumulative fatigue.	
Communication is ineffective with tactical resources and/or dispatch.	
Operations are at the limit of span of Control.	
Aviation operations are complex and/or aviation oversight is lacking.	
Logistical support for the incident is inadequate or difficult.	

Part B: Relative Risk Assessment

Values				Notes/Mitigation
<u>B1. Infrastructure/Natural/Cultural Concerns</u> Based on the number and kinds of values to be protected, and the difficulty to protect them, rank this element low, moderate, or high.	L	M	H	
<u>B2. Proximity and Threat of Fire to Values</u> Evaluate the potential threat to values based on their proximity to the fire, and rank this element low, moderate, or high.	L	M	H	
<u>B3. Social/Economic Concerns</u> Evaluate the potential impacts of the fire to social and/or economic concerns, and rank this element low, moderate, or high.	L	M	H	
Hazards				Notes/Mitigations
<u>B4. Fuels Conditions</u> Consider fuel conditions ahead of the fire and rank this element as low, moderate, or high.	L	M	H	
<u>B5. Fire Behavior</u> Evaluate the current fire behavior and rank this element low, moderate, or high.	L	M	H	
<u>B6. Potential Fire Growth</u> Evaluate the potential fire growth, and rank this element low, moderate, or high.	L	M	H	
Probability				Notes/Mitigation
<u>B7. Time of Season</u> Evaluate the potential for a long-duration fire and rank this element low, moderate, or high.	L	M	H	
<u>B8. Barriers to Fire Spread</u> If many natural and/or human-made barriers are present and limiting fire spread, rank this element low. If some barriers are present and limiting fire spread, rank this element moderate. If no barriers, rank this element high.	L	M	H	
<u>B9. Seasonal Severity</u> Evaluate fire danger indices and rank this element low/moderate, high, or very high/extreme.	L/ M	H	VH /E	

Enter the number of items circled for each column.				Low —Majority of items are “L”, with a few as M or H Moderate —Majority of items are “M”, with a few L or H High —Majority of items are “H”, with a few L or M
--	--	--	--	---

Part C: Organization

Relative Risk Rating (From Part B)					
Circle the Relative Risk Rating (from Part B)		L	M	H	
Implementation Difficulty					Notes/Mitigation
<u>C1. Potential Fire Duration</u> Evaluate the estimated length of time that the fire may continue to burn if no action is taken and amount of season remaining. Rank this element low, moderate, or high.	N/A	L	M	H	
<u>C2. Incident Strategies (Course of Action)</u> Evaluate the level of firefighter and aviation exposure required to successfully meet the current strategy and implement the course of action. Rank this element as low, moderate, or high.	N/A	L	M	H	
<u>C3. Functional Concerns</u> Evaluate the need to increase organizational structure to adequately and safely manage the incident, and rank this element as low (adequate), moderate (Some additional support needed), or high (current capability inadequate).	N/A	L	M	H	
Socio/Political Concerns					Notes/Mitigations
<u>C4. Objective Concerns</u> Evaluate the complexity of the incident objectives and rank this element as low, moderate, or high	N/A	L	M	H	
<u>C5. External Influences</u> Evaluate the effect external influences will have on how the fire is managed and rank this element low, moderate, or high.	N/A	L	M	H	
<u>C6. Ownership Concerns</u> Evaluate the effect ownership/jurisdiction will have on how fire is managed and rank this element low, moderate, or high.	N/A	L	M	H	
Enter the number of items circled for each column.					

Part C: Organization (continued)

Recommended Organization (circle one):

Type 5	Majority of items rated as “N/A”, a few items may be rated in other categories.
Type 4	Majority of items rated as “L”, with some items rated as “N/A”, and a few items rated “M” / “H”
Type 3	Majority of items rated as “M”, with a few rated in other categories.
Type 2	Majority of items rated as “M”, with a few items rated as “H”.
Type 1	Majority of items rated as “H”, a few items may be rated in other categories.

Rationale:

Use this section to document the incident management organization for the fire. If the incident management organization is different than the Wildland Fire Risk and Complexity Assessment recommends, document why an alternative organization was selected. Use the “Notes/Mitigation” column to address mitigation actions for a specific element, and include these mitigations in the rationale.

Name of Incident: _____ Unit(s): _____

Date/Time: _____ Signature of Preparer: _____

Mechanical Intrusions in Wilderness:

A request must be made and approved prior to using mechanical equipment in the Wilderness. Where immediate action is necessary to protect or save human life, any personnel may initiate that action without prior approval.

The District Ranger has been delegated the authority to approve use of mechanical equipment .

- *What tools/equipment are you requesting
- *What the duration of the impact will be
- *What tactical objectives you are trying to meet

What safe tactical alternatives do you have to using mechanical tools (safe disengagement is a tactical alternative)

- *What are the likely outcomes for each tactical alternative

After approval, limit your use to the minimum necessary to accomplish the objective. The IC is responsible for tracking mechanical intrusions (e.g. helicopter landings, # of sling loads delivered, # of sling loads retrieved, # of bucket drops, #'s of smokejumpers, loads of paracargo, hours of chainsaw work, hours of pump work). Provide the information to the DO, District Ranger, or Resource Advisor

Creation or improvement of helispots in the Wilderness should be limited, and must be coordinated with the DO. Document any need for rehabilitation and any rehabilitation work done.

Retardant avoidance zones:

Retardant drops not allowed in mapped avoidance areas:

- *300ft. Buffer on the perennial/ intermittent streams & sensitive species locations.

Which are mostly associated with water and riparian areas.

- *Document location and number of drops

Exception: In cases where human life or public safety is threatened

