

R3 FALL IA SUPPORT

District Support Packet

NC-NCS-230037

Fiori Time Code: G/T/F 1434



November 10, 2023

Operational Period Day 0700-1900 hrs.

Operational Period Night 1900-0700 hrs.



INCIDENT OBJECTIVES	1. INCIDENT NAME 2023 R-3 Fall IA Support	2. DATE PREPARED 11/9/23	3. TIME PREPARED 1700
4. OPERATIONAL PERIOD (DATE/TIME) ⁹ November 10, 2023 Day 0700-1900 / Night 1900-0700			
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES) <ol style="list-style-type: none"> 1. Provide for safety of our firefighters, assigned resources and public through adequate work rest ratios, risk assessments, hazard mitigation and information dissemination. 2. Assist North Carolina Forest Service Mountain Region in planning, resource tracking, and financial tracking of the 2023 R3 Fall IA Support resources. 3. Manage fires in cost effective manner. Maintain accurate cost estimates of the incident and provide daily updates through morning reports and afternoon situation reports. 			
6. WEATHER FORECAST FOR OPERATIONAL PERIOD Districts should provide updated weather forecast to resources			
7. GENERAL SAFETY MESSAGE <u>HYDRATION/HEAT STRESS</u>- drink often and drink a lot, before you get thirsty. 4:1 water to sports drinks.			
8. ATTACHMENTS (✓ IF ATTACHED) <input checked="" type="checkbox"/> ORGANIZATION LIST (ICS 203) <input checked="" type="checkbox"/> MEDICAL PLAN (ICS 206) <input checked="" type="checkbox"/> SAFETY MESSAGE <input checked="" type="checkbox"/> ASSIGNMENT LIST (ICS 204) <input type="checkbox"/> INCIDENT MAP <input checked="" type="checkbox"/> PHONE LIST <input type="checkbox"/> COMMUNICATIONS PLAN (ICS 205) <input type="checkbox"/> TRAVEL MAP <input type="checkbox"/>			
9. PREPARED BY (RESOURCE UNIT LEADER) Lisa Hartrick		10. APPROVED BY (INCIDENT COMMANDER) Kevin Harvell	

ORGANIZATION ASSIGNMENT LIST		9. Operations Section	
1. Incident Name R3 Fall IA Support		Ops Day	David LaFon / Dwayne Vigil(t) / Brian Rogers (t)
		Ops Night	Rob Davis
2. Date 11/9/23		3. Time 1700	
4. Operational Period: November 10, 2023 Day 0700-1900 Night 1900-0700		a. Branch I Days	
		Branch Director	
		Division/Group	District 1 Trent Duncan
		Division/Group	District 2 Duane Truslow
5. Command and General Staff		Division/Group	District 9 Ruthie Edwards
		Division/Group	District 12 Matt Barker
Incident Commander	Kevin Harvell	Division/Group	
Deputy IC		Division/Group	
Safety Officers	Greg Riggs Chad Brandon(t)	b. Branch II Night	
Information Officers	Carrie McCullen / Philip Jackson	Branch Director	
Liaison Officers	Jason Guidry / James Kimes	Division/Group	
6. Agency Representatives		Division/Group	
		Division/Group	
Agency	Name	Division/Group	
NCFS	Michael Cheek	Division/Group	
		c. Branch III	
		Branch Director	
7. Planning Section		Division/Group	
		Division/Group	
Chief	Dennis Register	Division/Group	
Deputy		Division/Group	
Resources Unit	Austin Harriett	d. Branch IV	
Resource Unit		Branch Director	
Situation Unit	Richard Cockerham	Division/Group	
Documentation	Robin Roberson	Division/Group	
Demobilization Unit	Lisa Hartrick	Division/Group	
Fire Behavior Analyst		Division/Group	
Field Observers		Division/Group	
GIS	Matthew Bishop / Matthew Haunsperger / Aaron Chamblee(t)	Division/Group	
Status Check-in	John Willis	e. Other Groups	
8. Logistics Section		UAS Group	
Chief	Jamie Logan	f. Air Operations Branch	
Deputy		THSP / Air OPS	Jonathan Ross
Supply Unit	Patrick Raynor	Air Attack Supervisor	
Facilities Unit	Derek Arney	Air Support Supervisor	
Ground Support Unit	Frankie Britt	Helicopter Coordinator	
Communications Unit	Jimmy Meadows Jr.	Air Tanker Coordinator	
Communication Tech	Bruce Scott	Helibase Managers	
Radio Operator		10. Finance Section	
Equipment Manager	Wayne Pugh	Chief	Ron Meyers / Bridgit Gallagher(t)
Ordering Manager	Jason Wade(t)	Deputy	
Food Unit	Clyde Leggins	Time Unit	
Medical Unit	Stewart Niemyer	Time Unit	Renee Strickland
Receiving & Dist		Cost Unit	Bridgit Gallagher
Security Unit		Equipment Time Recorder	Jeana McDuffie
Mechanics		Personel Time Recorder	Kristi Wilson
Driver		Compensation / Claims Unit	
Driver		Computer Specialist	
		Prepared by (Resource Unit Leader) Austin Harriett	

DIVISION ASSIGNMENT LIST		1. BRANCH		2. Division/Group District 1			
3. Incident Name 2023 R3 Fall IA Support		4. Operational Period Date: 11/10/23 Time: 0700-1900					
5. Operations Personnel							
Operations Chief		Division/Group Supervisor		Trent Duncan			
Branch Director							
6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	EMT	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
ICT4 3-61	M. Frye O-21	11/16		1			
ICT4(t) 11-20	G. Johnson O-19	11/16		1			
ICT5 4-71	K. Toomer O-20	11/16		1			
ICT5 5-21	P. Pennington O-22	11/16		1			
HEQB 7-4	Mike Blake O-78	11/21		1			
HEQB 8-61	Mike Davis O-79	11/21		1			
Ops Officer	Paul Mowrey O-67	11/20		1			
7. Control Operations Assist with Initial Attack of new starts and mop up existing fires within District.							
8. Special Instructions O-19 Johnson and O-20 Toomer report to Buncombe County Office O-21 Frye and O-22 Pennington report to Henderson County Office O-67 Mowrey report to District 1 Office O-78 Blake report to McDowell County HQ, pair with 1x2 O-79 Davis report to Transylvania County HQ, pair with 1x3							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command		NCFS		Logistics		NCFS	
Tactical Div/Group		NCFS		Air to Ground		NCFS	
Prepared By (Resource Unit Leader)		Approved By (Planning Sect. Ch.)		Date		Time	
Lisa Hartrick		Dennis Register		11/9/23		1900	

DIVISION ASSIGNMENT LIST		1. BRANCH		2. Division/Group District 2			
3. Incident Name 2023 R3 Fall IA Support		4. Operational Period Date: 11/10/23 Time: 0700-1900					
5. Operations Personnel							
Operations Chief		Division/Group Supervisor		Duane Truslow			
Branch Director							
6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	EMT	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
ICT3 13-1	John Cook O-72	11/19		1			
DIVS w/ICT4 8-41	Raymond "Rex" Strickland O-12	11/16		1			
TFLD w/ICT4 6-60	Robert "Robby" Freeman O-13	11/15		1			
ICT4 3-4	Will Bell O-14	11/15		1			
NCWRC Crew Mod C-4	Brandon Bridges	11/20		7			
Ops Officer R1-31	Billy Barnette O-15	11/16		1			
7. Control Operations							
<p>Continue to safely perform mop up duties as assigned in Burke County. Be prepared to shift over to IA support as needed in Burke and surrounding counties.</p>							
8. Special Instructions							
<p>O-72 Cook report to Elk Creek Fire - Watauga Co. O-15 Barnette report to D2 HQ Ops Room O-14 Bell report to D2 HQ O-12 Strickland report to D2 HQ O-13 Freeman report to D2 Avery County HQ C-4 Crew report D2 HQ</p>							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command		NCFS		Logistics		NCFS	
Tactical Div/Group		NCFS		Air to Ground		NCFS	
Prepared By (Resource Unit Leader)		Approved By (Planning Sect. Ch.)		Date		Time	
Lisa Hartrick		Dennis Register		11/9/23		1900	

DIVISION ASSIGNMENT LIST		1. BRANCH		2. Division/Group District 9			
3. Incident Name 2023 R3 Fall IA Support		4. Operational Period Date: 11/10/23 Time: 0700-1900					
5. Operations Personnel							
Operations Chief		Division/Group Supervisor		Ruthie Edwards			
Branch Director							
Can 6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	EMT	Number Persons	Trans Needed	Drop Off PT / Time	Pick Up Pt / Time
ICT4 3-16	Matt Parker O-4	11/10		1			
ICT5 6-52	Casey Corbett O-5	11/12		1			
FFEO 13-66	Jon van Riper O-6	11/12		1			
HEQB 7-24	Jack Keller O-7	11/12		1			
FFT1 13-74	Landise Cuthrell O-8	11/12		1			
FFT1 5-82	Justin McLemore O-9	11/12		1			
ICT4 6-21	Blake Arnold O-75	11/21		1			
7. Control Operations Assist with Initial Attack of new starts and mop up existing fires within the District.							
8. Special Instructions O-4 Matt Parker report to Graham County HQ O-5 Casey Corbett report to Haywood County HQ O-6 John van Riper report to Cherokee County HQ O-7 Jack Keller report to District 9 HQ O-8 Landise Cuthrull report to Cherokee County HQ O-9 Justin McLemore report to Haywood County HQ O-75 Blake Arnold report to Swain County HQ							
9. Division/Group Communication Summary							
Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command		NCFS		Logistics		NCFS	
Tactical Div/Group		NCFS		Air to Ground		NCFS	
Prepared By (Resource Unit Leader) Lisa Hartrick		Approved By (Planning Sect. Ch.) Dennis Register		Date 11/9/23		Time 1900	

Ordering, Check-in, Demob, and Finance Procedures

- Districts will call Region 3 and ask for Severity Ordering to place all resource and supply orders.
 - Severity ORDM will generate Request Number and will submit through expanded/R3 to go up to CO
- Assigned resources will travel to the District that ordered them.
- Upon arrival, resources will complete the following:
 - NC-211 NCFS Check-in Sheet and email, along with Resource Orders to ncfs.imt.plans@ncagr.gov
 - District Mechanics and/or FFEOs will perform an equipment inspection on all equipment on the OF-296 Inspection form and email a copy to frankie.britt@ncagr.gov
- All resources being released from a fire will need to be submitted to R3 Ops for reassignment/area of staging.
 - District Ops should update Severity Resources daily by emailing ncfs.imt.plans@ncagr.gov daily by 1000 hours.
- **LODGING**
 - District Office will arrange lodging as needed for resources.
 - District Office Manager will add information to lodging tracking spreadsheet daily.
 - Rooms will be paid for by Buying Team.
 - Resources will CHECK OUT from the hotel when they leave but are not responsible for invoices.
- **SUPPLIES**
 - Severity ORDM will generate S# for supplies and submit to Buying Team for fulfillment.
 - Supply orders will be filled by a local BUYM who is assigned to the Buying Team.
 - BUYM will deliver all documentation related to purchases to the Buying Team.
- **Finance**
 - Submit CTRs and Shift Tickets Daily
 - See attached document for daily procedures
 - Paid-out costs will be submitted daily to CO-Ops by IMT Finance

- Resources that are preparing to demob from the District or a large fire should notify Demob Unit Leader Lisa Hartrick and Finance 3 days prior to their scheduled demob date.
 - 1st working day is the day following travel to the incident/assigned district, regardless of distance traveled.
 - Unless an extension is granted through the proper channels, resources will have a 14-day assignment.
 - Resources will be required to RON on their last working day and travel home the next day, unless their home is within 2-hours driving time from assigned District Office.
 - The Demob Unit Leader will email the resource the ICS 221, Demobilization Check out form.
 - A District representative will sign off on Facilities, Ground Support, and Supply; indicating that they have checked out of hotels, had their equipment inspected, and returned any supplies issued by the District.
 - A District representative will indicate an ETD from the District and an ETA to their home unit.
 - The following documents will be emailed to ncfs.imt.plans@ncagr.gov
 - ICS 221, Demobilization Check out form
 - A copy of the evaluation for the resource
 - The following documents will be emailed to ncfs.imt.finance@ncagr.gov
 - All remaining CTRs and Equipment Shift Tickets
 - Completed Equipment inspection forms, OF-296
 - Finance will email the resource their final documentation package.

2023 R-3 IA Support Finance Information for Districts and Incoming Resources

Submit CTRs and Shift Tickets **DAILY**

Paper copies can be left at the district office to be picked up by a team member or emailed to: ncfs.imt.finance@ncagr.gov

- Include the **Fire Name** and **District** you are assigned to in the remarks section of all CTRs and STs.
- Include dollar amount of fuel purchased in *Box 14 Remarks* on the shift ticket.
- Please show travel time on your documents and include **TRAVEL** in remarks.
- Legibly complete your CTRs and Equipment Shift Tickets using the examples below.
- Make sure you use your legal name (not a nickname) on ALL documentation.
- Only one day per CTR/Equipment Shift Ticket.
- Make sure your incident supervisor signs your tickets before submitting them to finance.

CREW TIME REPORT					
1) CREW NAME		2) CREW NUMBER		O-12	
3) OFFICE RESPONSIBLE FOR FIRE		4) FIRE NAME		5) FIRE NUMBER	
NCFS		2023 R-3 IA Support		NC-NCS-230037	
16. NAME NO	17. NAME OF EMPLOYEE	18. CLASSIFICATION	19. DATE		20. MILITARY TIME
			21. ON	22. OFF	
T	Chester Von Wiggins	DIVS	0700	1130	
			1130	1230	
			1300	1700	
11) REMARKS					
T= Travel					
Fire Name: Roadrunner Fire					
District 1 (Use District you are assigned to that day)					
12) OFFICER-IN-CHARGE (Signature)			13) TITLE (Officer-in-Charge)		
Bridgit Gallagher			FSCC(T)		
14) NAME (Person Posting to Emergency Time Report)			15) DATE		

17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE		18. GOVERNMENT OFFICER'S SIGNATURE		19. DATE SIGNED	
<i>Chester Von Wiggins</i>		Bridgit Gallagher		11/6/23	
OPTIONAL FORM 297 (Rev. 7-30) (USDA/USDI)					
EMERGENCY EQUIPMENT SHIFT TICKET					
NOTE: The responsible Government Officer will update this form each day or shift and make initial and final equipment inspections.					
1. AGREEMENT NUMBER		2. CONTRACTOR (name)		3. OPERATOR (name)	
		NCFS		VonWiggins, Chester	
4. INCIDENT OR PROJECT NAME		5. INCIDENT NUMBER		6. OPERATOR FURNISHED BY	
2023 R-3 IA Support		NC-NCS-230037		CONTRACTOR	
7. EQUIPMENT MAKE		8. EQUIPMENT MODEL		9. OPERATING SUPPLIES FURNISHED BY	
Ford		F-350		CONTRACTOR	
10. LICENSE NUMBER		11. OPERATING SUPPLIES FURNISHED BY		12. DATE	
Pk-1234		CONTRACTOR (nc)		11/6/23	
13. EQUIPMENT USE		14. REMARKS (released, down time and cause, problems, etc.)		15. EQUIPMENT STATUS	
ROADRUNNER FIRE		District 1 (Use District you are assigned to that day)		a. Inspected and under agreement	
16. INVOICE POSTED BY (Recorder's initials)		17. EQUIPMENT STATUS		b. Released by Government	
		c. Withdrawn by Contractor			
12. DATE		13. EQUIPMENT USE		14. REMARKS (released, down time and cause, problems, etc.)	
11/6/23		ROADRUNNER FIRE		District 1 (Use District you are assigned to that day)	
15. EQUIPMENT STATUS		16. INVOICE POSTED BY (Recorder's initials)		17. EQUIPMENT STATUS	
a. Inspected and under agreement				b. Released by Government	
b. Released by Government				c. Withdrawn by Contractor	
c. Withdrawn by Contractor					
18. GOVERNMENT OFFICER'S SIGNATURE		19. DATE SIGNED		20. MILITARY TIME	
Bridgit Gallagher		11/6/23			
19. DATE SIGNED		20. MILITARY TIME		21. ON	
11/6/23					
21. ON		22. OFF		23. MILITARY TIME	
22. OFF		23. MILITARY TIME		24. FUEL COST	
				Rate: \$67.00	
				Fuel Cost \$95.00	
				25. FUEL COST	
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				Fuel Cost \$95.00	
				26. FUEL COST	
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				Fuel Cost \$95.00	
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				Rate: \$67.00	
				Fuel Cost \$95.00	
				100. FUEL COST	
				Rate: \$67.00	
				Fuel Cost \$95.00	

*Resource is responsible for turning in all documentation to finance
 ** Any finance questions can be emailed to ncfs.imt.finance@ncagr.gov

(NC-211A, 2/4/05) **NCDNR Incident Management Check-in Sheet**

Instructions Section 1: Single Resources, Crewboss, Strike Team Leaders, & Task Force Leaders fill in blanks and circle items. Place Crews, Strike Teams, or Task Force personnel on back manifest only.

Incident #: NC-NCS-230037

Incident Name: 2023 R3 Fall IA Support

Trainee: Y / N
 Task Book: Y / N
 Trainee: Y / N
 Task Book: Y / N
 Trainee: Y / N
 Task Book: Y / N
 Trainee: Y / N
 Task Book: Y / N

Request # _____ Assignment (Kind/Position): _____

Contracted Resource? Yes / No _____ Other Qualifications: _____

Name (Last,First): _____

Name of Crew/ST/TF _____

Agency Name: _____ Mobilization Date: _____

Are You A? (check one) Single Resource Strike Team Task Force _____ Your last day off? Date: _____

Check-in Date: _____ Call Sign: _____

Check-in Time: _____ Cell Phone Number: _____

Total # of Personnel: _____ Pager Number: _____

Unit Id (Usually NC-NCS) _____ Emergency Contact Name: _____

Demob NCDNR Unit: _____ Demob City: _____ Emergency Contact Phone: _____

Demob State: _____ Home- Address: _____

Jetport (Only if flying): _____ City: _____ ST NC Zip 28504

Travel Method:	Air/Rental	Air	AOV	Bus	For Plan Use Only:	Posted	T-Card	Red Card
	Passenger	POV	Rental					

Instructions Section 2: Provide Call Sign, Tag #, and/or Serial # for all applicable equipment

VEHICLE	CALL SIGN / TAG #	Check one <input type="checkbox"/>	TPL-TRACTOR PLOW <input type="checkbox"/>	DOZ-DOZER <input type="checkbox"/>	CALL SIGN
PU-Pick Up	_____	Type 1 (Komatsu DP65, TD-15C, TD-15E, TD-15F)			_____
AUTO-Car/Sedan	_____	Type 2 (D6D, 1450 Case, Fiat 10, D5H, TD-12, TD-12XP, JD750C)			_____
SUV - Sport Util	_____	Type 3 (1150 Case B, 1150 Case E, JD700)			_____
VAN - Van	_____	Type 4 (TD-9, D4H, D5C, Fiat 8, JD650, Leibher 711, 850 Case)			_____
MISC-Radio En. Van	_____	Type 5 (TD-8, JD450)			_____
MEC-Mech. Truck	_____	Type 6 (TD-6, JD350, D-3)			_____
TRUCKS	CALL SIGN / TAG #	MISCELLANEOUS EQUIP.	SERIAL# / CALL SIGN	MISC-TRACK VEH.	CALL SIGN
LOWB-Hauling Unit	_____	CS-Chainsaw	_____	Flex-Tracs/Nodwell	_____
STK-Stake body truck	_____	FORK-Forklift	_____	Full-Tracs	_____
TDMP -Dump Truck	_____	MISC-Incident Trailer	_____	AIRCRAFT	TAIL #
TOW-Wrecker	_____	TRAC-Wheeled Tractor	_____	AA- PA-18	_____
MISC-Bridge Truck	_____	MISC-Portable Bridge	_____	AA-C-182 TRANS	_____
ENG-ENGINES	CALL SIGN / TAG #	MISC-Air Compressor	_____	AA-C-185 TRANS	_____
Type 1 - 1000 GPM	_____	FBT-Boat	_____	AA-C-L19 Patrol	_____
Type 2 - 500 GPM	_____	ATV-ATV	_____	AT- CL-215	_____
Type 3 - 120 GPM	_____	GRD-Motor Grader	_____	AA-DHC-2 Utility	_____
Type 4 - 70 GPM	_____	PP- PUMPS	SERIAL #	LP- T-34	_____
Type 5 - 50 GPM	_____	1" - 2.5" Dia Discharge (MarkIII, Homelite F250)	_____	AT-M-18	_____
Type 6 - 50 GPM	_____	3" - 4" Dia Discharge	_____	LP- PA-31	_____
Type 7 - 20 GPM	_____	6" Irrigation	_____	HEL- UH-1 IA	_____
WAT-WATERTENDER	CALL SIGN / TAG #	Self Contained Volume Lift	_____	HEL- AS350-B3	_____
Type 1 (5,000 Gallon)	_____	Volume Lift	_____		
Type 2 (2,700 Gallon)	_____	GEN-GENERATOR	SERIAL #	OTHER EQUIP.	UNIT ID
Type 3 (1,200 Gallon)	_____	25 KW and below	_____		
		26 KW and above	_____		

(NC-211B, 9/1/04) **NCDFR Incident Management Manifest Sheet**

Request #: _____

Instructions Crews, Strike Teams, Task Force, or Groups fill in blanks. Reference equipment types on Check-in Sheet (NC-211A) to complete manifest

Incident Name: _____

Unit Name: _____

Leader's Name: _____

PERSONNEL

#	Name (Last, First)	Position Code	Call Sign	Home Unit	Home City	Last Day Off
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

EQUIPMENT

#	Kind Code	Equip. Description (Call Sign & Make/Model)	Tag #, Tail # or Serial #	Operator's Name (Last,First)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

MEDICAL PLAN (ICS 206 WF)

Controlled Unclassified Information//Basic

Medical Incident Report

FOR A NON-EMERGENCY INCIDENT, WORK THROUGH CHAIN OF COMMAND TO REPORT AND TRANSPORT INJURED PERSONNEL AS NECESSARY.

FOR A MEDICAL EMERGENCY: IDENTIFY ON-SCENE INCIDENT COMMANDER BY NAME AND POSITION AND ANNOUNCE "MEDICAL EMERGENCY" TO INITIATE RESPONSE FROM IMT COMMUNICATIONS/DISPATCH.

Use the following items to communicate situation to communications/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	<input type="checkbox"/> RED / PRIORITY 1 Life or limb threatening injury or illness. Evacuation need is IMMEDIATE <i>Ex: Unconscious, difficulty breathing, bleeding severely, 2° – 3° burns more than 4 palm sizes, heat stroke, disoriented.</i> <input type="checkbox"/> YELLOW / PRIORITY 2 Serious Injury or illness. Evacuation may be DELAYED if necessary. <i>Ex: Significant trauma, unable to walk, 2° – 3° burns not more than 1-3 palm sizes.</i> <input type="checkbox"/> GREEN / PRIORITY 3 Minor Injury or illness. Non-Emergency transport <i>Ex: Sprains, strains, minor heat-related illness.</i>	
Nature of Injury or Illness & Mechanism of Injury		<i>Brief Summary of Injury or Illness (Ex: Unconscious, Struck by Falling Tree)</i>
Evacuation Request		<i>Air Ambulance / Short Haul/Hoist Ground Ambulance / Other</i>
Patient Location		<i>Descriptive Location & Lat. / Long. (WGS84)</i>
Incident Name		<i>Geographic Name + Medical (Ex: Trout Meadow Medical)</i>
On-Scene Incident Commander		<i>Name of on-scene IC of Incident within an Incident (Ex: TFLD Jones)</i>
Patient Care		<i>Name of Care Provider (Ex: EMT Smith)</i>

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. EVACUATION PLAN:

Evacuation Location (if different): (Descriptive Location (drop point, intersection, etc.) or Lat. / Long.) Patient's ETA to Evacuation Location:

Helispot / Extraction Site Size and Hazards:

5. ADDITIONAL RESOURCES / EQUIPMENT NEEDS:

Example: Paramedic/EMT, crews, immobilization devices, AED, oxygen, trauma bag, IV/fluid(s), splints, rope rescue, wheeled litter, HAZMAT, extrication

6. COMMUNICATIONS: Identify State Air/Ground EMS Frequencies and Hospital Contacts as applicable

Function	Channel Name/Number	Receive (RX)	Tone/NAC *	Transmit (TX)	Tone/NAC *
COMMAND					
AIR-TO-GRND					
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.

