

R3 FALL IA SUPPORT

NC-NCS-230037
Fiori Time Code: G/T/F 1434

FY24 NCFS INCIDENT SUPPORT

NC-NCS-230041
Financial Code: PN QRN9



November 13, 2023

Operational Period Day 0700-1900 hrs.



INCIDENT OBJECTIVES	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED
	2023 R-3 Fall IA Support and FY24 NCFS Incident Support	11/12/23	1700
4. OPERATIONAL PERIOD (DATE/TIME) ⁹ November 13, 2023 Day 0700-1900			
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. 4. All incident personnel will be treated with dignity and respect. We exhibit care, concern, or consideration for others. This incident has zero tolerance for harassment, alcohol or drug use. 			
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 and FY24 NCFS Incident Support		Ops Day	David LaFon / Dwayne Vigil(t) / Brian Rogers (t)
		Ops Night	
		a. Branch I	
2. Date 11/12/23	3. Time 1700	Branch Director	
4. Operational Period: November 13, 2023 Day 0700-1900		District Forester	District 1 Trent Duncan
		District Forester	District 2 Duane Truslow
		District Forester	District 9 Ruthie Edwards
5. Command and General Staff		District Forester	District 12 Matt Barker
Incident Commander	Kevin Harvell	Division/Group	
Deputy IC		Division/Group	
Safety Officers	Greg Riggs Chad Brandon(t)	b. Branch II	
Information Officers	Carrie McCullen Philip Jackson	Branch Director	
Liaison Officers	Jason Guidry / James Kimes	Division/Group	
		Division/Group	
6. Agency Representatives		Division/Group	
Agency	Name	Division/Group	
NCFS	Michael Cheek	Division/Group	
WADNR	Todd Welker	c. Branch III	
ODF	Blake Ellis	Branch Director	
		Division/Group	
7. Planning Section		Division/Group	
Chief	Dennis Register	Division/Group	
Deputy		Division/Group	
Resources Unit	Austin Harriett	d. Branch IV	
Resource Unit			
Situation Unit	Richard Cockerham	Branch Director	
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	
		Division/Group	
		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) / Travis Ruff	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	
		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 and FY24 NCFS Incident Support			4. Operational Period Date: 11/13/23 Time: 0700-1900				
5. Operations Personnel							
Operations Chief		District Forester			Trent Duncan		
Branch Director							
6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	Resource #	Number Persons	Phone #	Reporting Location	
ICT4 3-61	M. Frye	11/17	O-21	1	910-638-5364	Henderson County Office	
ICT5 5-21	P. Pennington	11/17	O-22	1	252-567-0825	Henderson County Office	
ICT4(t) 11-20	G. Johnson	11/17	O-19	1	336-214-1908	Buncombe County Office	
ICT5 4-71	K. Toomer	11/17	O-20	1	910-507-0970	Buncombe County Office	
HEQB 7-4	Mike Blake	11/21	O-78	1	252-260-1000	McDowell County HQ	
HEQB 8-61	Mike Davis	11/21	O-79	1	910-271-1762	Transylvania County HQ	
DIVS	Jeb Schumache	11/26	O-28	1	541-580-0489	D-1 HQ	
DIVS	Benjamin Duda	11/26	O-27	1	541-480-6139	D-1 HQ	
TFLD	Bill Huserik	11/26	O-30	1	503-781-7830	D-1 HQ	
TFLD	Leo Williamson	11/26	O-24	1	541-207-6038	D-1 HQ	
Ops Officer	Paul Mowrey	11/20	O-67	1	252-286-0862	D-1 HQ	
7. Control Operations							
Assist with Initial Attack of new starts and mop up existing fires within District 1.							
8. Special Instructions							
O-78 Blake paired with 1x2							
O-79 Davis paired 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			11/12/23	1900	

DIVISION ASSIGNMENT LIST			1. BRANCH			2. Division/Group District 2		
3. Incident Name 2023 R3 Fall IA Support and FY24 NCFS Incident Support			4. Operational Period Date: 11/13/23 Time: 0700-1900					
5. Operations Personnel								
Operations Chief			District Forester			Duane Truslow		
Branch Director								
6. Resources Assigned This Period								
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	Resource #	Number Persons	Phone #	Reporting Location		
ICT3 13-1	John Cook	11/19	O-72	1	252-542-0119	Elk Creek Fire Watauga Co.		
ICT3	Walter Escobar	11/25	O-17	1	509-398-1222	D2 HQ		
ICT4 3-4	Will Bell	11/16	O-14	1	910-434-4023	D2 HQ		
DIVS w/ICT4 8-41	Raymond Rex" Strickland	11/17	O-12	1	910-770-2971	D2 HQ		
DIVS	George Brown	11/20	O-102	1	336-583-6590	D2 HQ		
DIVS	Robert Hinds	11/25	O-12	1	509-675-1346	D2 HQ		
DIVS	Timothy Love	11/25	O-14	1	509-563-9367	D2 HQ		
DIVS(t)	Brett Walker	11/25	O-26	1	509-680-4029	D2 HQ		
TFLD	Joe Thorpe	11/25	O-8	1	509-899-1847	D2 HQ		
TFLD	Shannon Clark	11/25	O-5	1	360-770-4977	D2 HQ		
TFLD(t)	Austin Russell	11/25	O-25	1	360-878-4824	D2 HQ		
TFLD	Connor Lane	11/25	O-21	1	541-842-0203	D2 HQ		
ENG6 Crooks FD – Scat 36	Anthony Beam	11/26	E-5	3	970-580-2955	D2 HQ		
ENG6 Trumen Bob E-09759	Kolten Bob	11/26	E-7	3	575-937-8686	D2 HQ		
ENG 6 National Wildland Fire	Austin Martin	11/26	E-6	3	505-360-4517	D2 HQ		
ENG6 Vakkyrie	Charles Reese	11/26	E-9	2	520-603-1239	D2 HQ		
ENG6 Fire Cat	Bob Harrow	11/26	E-20	3	308-872-2096	D2 HQ		
HCM NCWRC Asheville	Brandon Bridges	11/21	C-4	7	828-764-3816	D2 HQ		
HCM NC Parks	Jesse Anderson	11/14	C-1000	11	484-680-3141	D2 HQ		
SMOD SE Washington	Jeffrey Delarosa	11/25	O-1	11	509-899-0837	D2 HQ		
SMOD Highlands WA	Hunter Forthun	11/25	O-2	10	509-419-9530	D2 HQ		
TFLD w/ICT4 6-60	Robert "Robby" Freeman	11/15	O-13	1	910-618-6760	D2 Avery County HQ		
Ops Officer R1-31	Billy Barnette	11/17	O-15	1	252-560-5467	D2 HQ OPS Room		
7. Control Operations Assist with Initial Attack of new starts and mop up existing fires within District 2.								
8. Special Instructions								
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	Time	
						11/12/23	1900	

DIVISION ASSIGNMENT LIST			1. BRANCH		2. Division/Group District 9		
3. Incident Name 2023 R3 Fall IA Support and FY24 NCFS Incident Support			4. Operational Period Date: 11/13/23 Time: 0700-1900				
5. Operations Personnel							
Operations Chief		District Forester			Ruthie Edwards		
Branch Director							
Can 6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	Resource #	Number Persons	Phone #	Reporting Location	
ICT5 6-52	Casey Corbett	11/13	O-5	1	919-631-2284	Haywood County HQ	
FFT1 5-82	Justin McLemore	11/13	O-9	1	910-320-1947	Haywood County HQ	
FFEO 13-66	Jon van Riper	11/13	O-6	1	252-305-6020	Cherokee County HQ	
FFT1 13-74	Landise Cuthrell	11/13	O-8	1	252-385-1916	Cherokee County HQ	
ICT4 6-21	Blake Arnold	11/21	O-75	1	910-705-5058	Swain County HQ	
DIVS	Hoerner Thomas	11/25	O-13	1	509-859-6779	D-9 HQ	
DIVS	Joshua Mohler	11/25	O-15	1	360-515-1523	D-9 HQ	
DIVS	Brent O'Nion	11/26	O-29	1	503-781-2391	D-9 HQ	
ICT3	Gene Phillips	11/25	O-18	1	360-319-6670	D-9 HQ	
TFLD	David Westscott	11/25	O-6	1	360-708-6385	D-9 HQ	
TFLD	Anthony Dobson	11/25	O-7	1	509-310-3229	D-9 HQ	
TFLD	Jana Peterson	11/25	O-20	1	541-207-6095	D-9 HQ	
ENG6 WL741	Matthew Fry	11/26	E-3	2	307-256-9061	D-9 HQ	
ENG6 National Wildland Fire	Brian Ennis	11/26	E-4	3	970-779-0819	D-9 HQ	
ENG6 SSD Brush	Patrick Perry	11/26	E-11	2	435-790-5858	D-9 HQ	
ENG6Enterprise 567	Chris Teter	11/26	E-13	2	435-231-1201	D-9 HQ	
TFLD	Jason Wickizer	11/26	O-22	1	712-579-8781	D-9 HQ	
HEQB 7-24	Jack Keller	11/19	O-7	1	509-310-3229	D-9 HQ	
HCM NCWRC Sylva	Jonathan McCall	11/21	C-5	5	828-550-6820	D-9 HQ	
SMOD Thunder Mountain UT	Janik Sundberg	11/25	O-19	12	385-277-2126	D-9 HQ	
7. Control Operations Assist with Initial Attack of new starts and mop up existing fires within the District 9.							
8. Special Instructions							
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 11/12/23	Time 1900	

DIVISION ASSIGNMENT LIST			1. BRANCH		2. Division/Group District 12		
3. Incident Name 2023 R3 Fall IA Support and FY24 NCFS Incident Support			4. Operational Period Date: 11/13/23 Time: 0700-1900				
5. Operations Personnel							
Operations Chief		District Forester			Matt Barker		
Branch Director							
6. Resources Assigned This Period							
Strike Team/Task Force/ Resource Designator	Leader	Last Shift	Resourc e #	Number Persons	Phone #	Reporting Location	
ICT4 8-42	Jonathan Spivey	11/17	O-17	1	910-840-0421	Rutherford Co HQ	
ICT4 8-51	Jonathon Paluck	11/17	O-18	1	910-789-0178	Gaston Co HQ	
TFLD	Larry Kazakoff	11/25	O-23	1	541-821-6627	D12 HQ	
7. Control Operations Assist with Initial Attack of new starts and mop up existing fires within District 12.							
8. Special Instructions							
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 11/12/23		Time 1900	

Ordering, Check-in, Demob, and Finance Procedures

- **Resources that were ordered through the FY24 NCFS Incident Support:**
 - **Will check-in with the Harvell IMTC at the Justice Academy**
 - **Will demob with the Harvell IMTC at the Justice Academy**

- 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 ordered through **R3 Fall IA Support** 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 FFEs will perform an equipment inspection on all equipment on the OF-296 Inspection form and email a copy to frankie.britt@ncagr.gov
 - **Out-of-State resources will check-in at the Justice Academy.**

- 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 (including out-of-state resources) 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.
 - **Out-of-State resources will travel to the Justice Academy to demob.**
 - 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.

Finance Information for Districts and 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. You only have travel on your first and last day.
- 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.**

2023 R-3 Fall IA Support, NC-NCS-230037 Examples

CREW TIME REPORT						
(1) CREW NAME			(2) CREW NUMBER			
NCFS			O-25			
(3) OFFICE RESPONSIBLE FOR FIRE		(4) FIRE NAME		(5) FIRE NUMBER		
NCFS		2023 R-3 FALL IA Support		NC-NCS-230037		
(6) RE-MARKS NO.	(7) NAME OF EMPLOYEE	(8) CLASSIFICATION	(9) DATE		(10) DATE	
			11/10/2023		DATE	
T	Chester VonWiggins	DIVS	Military Time		Military Time	
			ON	OFF	ON	OFF
			0700	1130		
			1200	1900		
(11) REMARKS						
T = Travel						
Fire Name						
District you are working in						
(12) OFFICER-IN-CHARGE (Signature)			(13) TITLE (Officer-in-Charge)		(15) DATE	
Bridgit Gallagher			FSCC(T)		11/11/23	
(14) NAME (Person Posting to Emergency Time Report)						

EMERGENCY EQUIPMENT SHIFT TICKET						E-25	
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. INCIDENT OR PROJECT NAME			4. INCIDENT NUMBER		5. OPERATOR (name)		
2023 R-3 Fall IA Support			NC-NCS-230037		VonWiggins, Chester		
6. EQUIPMENT MAKE			7. EQUIPMENT MODEL		8. OPERATOR FURNISHED BY		
Ford			F-150		<input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> GOVERNMENT		
9. SERIAL NUMBER			10. LICENSE NUMBER		11. OPERATING SUPPLIES FURNISHED BY		
last 5 of VIN #			PP-1234		<input checked="" type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)		
12. DATE		13. EQUIPMENT USE				14. REMARKS (released, down time and cause, problems, etc.)	
MO/DAY/YR	START	STOP	HOURS/DAYS/MILES(circle one)		T=Travel		
			WORK	SPECIAL	Rate=\$32.00		
11/10/23	0800	1200	4	T	Fire Name		
11/10/23	1200	1230	.50		District you are working in		
11/10/23	2000	2030	.50		15. EQUIPMENT STATUS		
					<input type="checkbox"/> a. Inspected and under agreement		
					<input type="checkbox"/> b. Released by Government		
					<input type="checkbox"/> c. Withdrawn by Contractor		
16. INVOICE POSTED BY (Recorder's initials)							
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE			18. GOVERNMENT OFFICER'S SIGNATURE		19. DATE SIGNED		
Chester VonWiggins			Bridgit Gallagher		11/11/23		
NSN 7540-01-119-562850297-102							
OPTIONAL FORM 297 (Rev. 7-90) USDA/USDI							

2024 NCFS Incident Support, NC-NCS-230041 Examples (All Out-of-State Resources only)

CREW TIME REPORT						
(1) CREW NAME			(2) CREW NUMBER			
NCFS			O-25			
(3) OFFICE RESPONSIBLE FOR FIRE		(4) FIRE NAME		(5) FIRE NUMBER		
NCFS		2024 NCFS Large Inc Supp		NC-NCS-230041		
(6) RE-MARKS NO.	(7) NAME OF EMPLOYEE	(8) CLASSIFICATION	(9) DATE		(10) DATE	
			11/10/2023		DATE	
T	Chester VonWiggins	DIVS	Military Time		Military Time	
			ON	OFF	ON	OFF
			0700	1130		
			1200	1900		
(11) REMARKS						
T = Travel						
Fire Name						
District you are working in						
(12) OFFICER-IN-CHARGE (Signature)			(13) TITLE (Officer-in-Charge)		(15) DATE	
Bridgit Gallagher			FSCC(T)		11/11/23	
(14) NAME (Person Posting to Emergency Time Report)						

EMERGENCY EQUIPMENT SHIFT TICKET						E-25	
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. INCIDENT OR PROJECT NAME			4. INCIDENT NUMBER		5. OPERATOR (name)		
2024 NCFS Large Incident Support			NC-NCS-230041		VonWiggins, Chester		
6. EQUIPMENT MAKE			7. EQUIPMENT MODEL		8. OPERATOR FURNISHED BY		
Ford			F-150		<input checked="" type="checkbox"/> CONTRACTOR <input type="checkbox"/> GOVERNMENT		
9. SERIAL NUMBER			10. LICENSE NUMBER		11. OPERATING SUPPLIES FURNISHED BY		
last 5 of VIN #			PP-1234		<input checked="" type="checkbox"/> CONTRACTOR (wet) <input type="checkbox"/> GOVERNMENT (dry)		
12. DATE		13. EQUIPMENT USE				14. REMARKS (released, down time and cause, problems, etc.)	
MO/DAY/YR	START	STOP	HOURS/DAYS/MILES(circle one)		T=Travel		
			WORK	SPECIAL	Rate=\$32.00		
11/10/23	0800	1200	4	T	Fire Name		
11/10/23	1200	1230	.50		District you are working in		
11/10/23	2000	2030	.50		15. EQUIPMENT STATUS		
					<input type="checkbox"/> a. Inspected and under agreement		
					<input type="checkbox"/> b. Released by Government		
					<input type="checkbox"/> c. Withdrawn by Contractor		
16. INVOICE POSTED BY (Recorder's initials)							
17. CONTRACTOR'S OR AUTHORIZED AGENT'S SIGNATURE			18. GOVERNMENT OFFICER'S SIGNATURE		19. DATE SIGNED		
Chester VonWiggins			Bridgit Gallagher		11/11/23		
NSN 7540-01-119-562850297-102							
OPTIONAL FORM 297 (Rev. 7-90) USDA/USDI							

*Resource is responsible for turning in all documentation to finance

**Any finance questions can be emailed to ncfs.imt.finance@ncagr.gov

(NC-211A, 9/21/2023) **NCFS Incident Check-In-Sheet**

Incident Name: _____

Instructions Section 1: Single Resources, Crew Boss, Strike Team Leaders, & Task Force Leaders fill in blanks and appropriate check boxes. Place Crews, Strike Teams, or Task Force personnel and equipment on back manifest only.

Incident #: _____

Request #: _____ Contracted Resource? Yes No AD

Assignment (Kind/Position): _____
Trainee: Y N
Task Book: Y N

Name (Last, First): _____

Trainee: Y N

Name of Crew/ST/TF: _____

Other Qualifications: _____
Task Book: Y N

Agency Name: _____

Trainee: Y N

Resource Type: Single Resource Strike Team Task Force Total # of Personnel: _____

Task Book: Y N

Check-in Date: _____ Check-in Time: _____

Trainee: Y N

Unit ID: _____ Call Sign: _____

Task Book: Y N

Demob NCFS Unit: _____

(Region, District, County)

Mobilization Date: _____

Demob City: _____ Demob State: _____

Last Day Off: _____

Jetport (if flying): Departure: _____ Arrival: _____ DOB: _____

Cell Phone Number: _____

Travel Method: Air/Rental Air AOV Bus Passenger POV

Pager Number: _____

Rental Company: _____ Make/Model/Yr: _____ Tag#/St: _____

Emergency Contact Name: _____

Home Address: _____

Emergency Contact Phone: _____

City St Zip

For Plans Use Only:	Posted	T-Card	Red Card
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Instructions Section 2: Provide Call Sign, Tag # and/or Serial # for all applicable equipment

VEHICLE (Transportation)	CALL SIGN/TAG#	Check one	TPL-TRACTOR PLOW	DZR-DOZER	CALL SIGN
AUTO-Car/Sedan	_____	Type 1 (Komatsu DP65, TD-15C, TD-15E, TD-15F)	_____	_____	_____
PUP1-Pickup Type 1 (ex. F-350)	_____	Type 2 (D6D, 1450 Case, Fiat 10, D5H, TD-12, TD-12XP, JD750C)	_____	_____	_____
PUP2-Pickup Type 2 (ex. F-250)	_____	Type 3 (1150 Case B, 1150 Case E, JD700)	_____	_____	_____
PUP3-Pickup Type 3 (ex. F-150)	_____	Type 4 (TD-9, D4H, D5C, Fiat 8, JD650, Leibher 711, 850 Case)	_____	_____	_____
RADV-Radio Engineer Vehicle	_____	Type 5 (TD-8, JD450)	_____	_____	_____
SUVL-Sport Utility Vehicle	_____	Type 6 (TD-6, JD350, D-3)	_____	_____	_____
VANP-Passenger Van	_____	HEAVY EQUIPMENT	CALL SIGN/TAG#	PUMPS - MBLP	SERIAL#
VATV-All Terrain Vehicle	_____	BHOE-Backhoe	_____	Portable (Mark III)	_____
VUTV-Utility Terrain Vehicle	_____	EXCA-Excavator, Type Any	_____	4"-6" Discharge	_____
TRUCKS	CALL SIGN/TAG#	FORK-Forklift (_____ lb)	_____	Volume Lift	_____
LOWB-Lowboy/Hauling Unit	_____	FTRA-Farm Tractor (_____ hp)	_____	Volume Lift + Farm Tractor	_____
STK-Stakeside, Type Any	_____	GRD-Road Grader	_____	AIRCRAFT	NCFS#/TAIL#
STML-Mechanic Truck, Light (F-350)	_____	LDFR-Front End Loader	_____	AOSU-Air Ops Cmd. Trailer	_____
STMH-Mechanic Truck, Heavy (F-450)	_____	TDMP-Dump Truck	_____	ATS3-SEAT (AT802F)	_____
VBOX-Box Truck, (_____ Duty)	_____	MISC EQUIP	CALL SIGN/TAG#/SERIAL#	FWAA-Cessna 182	_____
ENGINE - ENG	CALL SIGN/TAG#	CS-Chainsaw	_____	FWAA-Cessna 185	_____
Type 1-1000+ GPM (300+ gal)	_____	EBAM-E-BAM	_____	FWAA-Cessna 206	_____
Type 2-500+ GPM (300+ gal)	_____	FT-Fuel Tender	_____	FWCA-Kodiak 100	_____
Type 3-150 GPM (500-1500 gal)	_____	GENR-Generator (_____ KW)	_____	FWLP-T-34 Lead Plane	_____
Type 4-50 GPM (750-1500 gal)	_____	OFFT-Mobile Office (_____ ft)	_____	HEL2-UH-1H IA	_____
Type 5-50 GPM (400-749 gal)	_____	PTBD-Portal Bridge/Bridge Truck	_____	HEL4-UH-1H+ IA	_____
Type 6-50 GPM (150-399 gal)	_____	RAWP-Mobile RAWS	_____	HEL3-AS350-B3 Trans IA	_____
Type 7-10 GPM (50-200 gal)	_____	RGTR-Rain Gun Trailer	_____	HOSU-Helio Ops Support Unit	_____
TRACK VEHICLES	CALL SIGN/SERIAL#	TBOT-Boat	_____	MRBM-Mobile Retardant Base	_____
SKDS-Fire Track	_____	TRAT-Tractor/Trailer	_____	UAR2-Unmanned Rotor Wing Type 2	_____
SKGS-Nodwell/Flex Track/Softtrack	_____	TRLR-Trailer	_____	UAR4-Unmanned Rotor Wing Type 4	_____
WATERTENDER	CALL SIGN/TAG#	OTHER EQUIP	UNIT ID	OTHER EQUIP	UNIT ID
WAT-Water Tender, All Sizes	_____	_____	_____	_____	_____

(NC-211A, 9/21/2023) **NCFS Incident Manifest Sheet**

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

Request #: _____

Incident Name: _____

Unit Name: _____

Leaders 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	Equipment 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.

