AC3/NIROPS Daily Work Schedule

Updated 04/11/2024

**\*\*Early Morning Tasks (Due by ~0700 per timezone.)\*\***

The day begins based on incident-requested delivery timeframes. In general, we do our best to get products out to incidents by 0700 their time. This can be quite dynamic; 0500 for Eastern fires, 0900 for Alaskan incidents.:

1. Obtain analysis/product delivery status from analysis team and update incident staff as needed.
2. QA/QC posted products.
3. Relay products to incidents or mark UTF on website.

**\*\*Mid-Morning Tasks (prior to ~1130 MST)\*\***

As the morning progresses, I shift my attention to planning for the night’s activities. AC3 has an “official” order submission deadline by 0930MDT. After all expected orders are received:

1. Monitor Incoming orders and communicate with incidents and national coordinator on expected or planned support for that evening.
2. Check in with NGA or USGS analysts on any changes or updates for that night’s coverage.
3. Email new scanboxes and list of requested support for the evening to NGA/USGS analysts.
4. If new incident is assigned, reach out to incident directly with summary of how AC3 coverage works and what to expect.
5. National summary emails to cooperators.

**\*\*Daytime Activities (Majority of working hours, ~1200-1700 MST)\*\***

Activity declines during most of the working day as coverage docket/schedule has been determined and analysts have gone home after starting quite early that morning. I try to wrap up my workday by 1400 MST daily if early mornings are currently required. Regular NIROPS has an order deadline of 1530 MST which can on occasion require later coordination if for example a plane has a mechanical issue and coverage must shift to AC3:

1. Respond to questions/requests from incidents receiving support.
2. Communicate with National Coordinator on needs and expected changes to support and plans for the next day.

**\*\*Evening Tasks (Timezone Dependent, ~1900-2200)\*\***

Gather most recent perimeters for each supported incident. This can occur early for Eastern incidents, but Western incidents, especially AK, can on occasion not have perimeters uploaded until 2100MST or later.

1. Gather latest perimeter for NIFS or other determined source for each incident receiving AC3 support that evening.
2. Check weather and current cloud cover over each incident.
3. Email perimeters to analysts with overview of support and any changes that may be on horizon.