



# Great Basin Incident Organizer

Incident Name	
Incident Number	
Accounting Code	
Other Code	
Unit	

Incident Commander/s	Time	Date

Yes	No	IC's Checklist
		An Incident Complexity Analysis has been completed.
		Risk Management Process completed.
		Hazard mitigation in place.
		IRPG Briefing Checklist used for all incoming resources and documented.
		Work Rest Guidelines reviewed and tracked.
		Personnel are qualified for positions.
		Performance evaluations completed for resources assigned from outside local area.
		Type 3 IC accepts no collateral duties except for unfilled command and general staff positions.

Yes	No	Management Check
		After incident review (AIR) by Agency Administrator, Fire Program Manager, or Safety Program Manager.
		DATE:

**IC's Signature:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



## Initial Attack Fire Size-Up

<b>Fire Name:</b>		<b>Fire Number</b>	<b>DOI:</b>	
<b>IC Name:</b>			<b>USDA:</b>	
			<b>State:</b>	
<b>Descriptive Location:</b>				
<b>**Arrival Date:</b>			<b>Time:</b>	
<b>**Legal:</b>	Township	Range	Section(s)	
<b>**Coordinates</b>	Latitude		Longitude	
	UTM:	E:	N:	
<b>Reported by:</b>				
<b>**Estimated Size:</b>		<b>acres</b>	<b>Ownership:</b>	
<b>Estimated Containment</b>	Date:		Time:	
<b>Estimated Control</b>	Date:		Time:	
<b>Fire Investigator?</b>	<input type="checkbox"/> No	<input type="checkbox"/> Yes, on order	<b>Name:</b>	
<b>Resources Responding (show how many of each type):</b>				
Engines (Type )	Handcrews (Type )		Helicopters (Type )	
Engines (Type )	Handcrews (Type )		Helicopters (Type )	
Engines (Type )	Retardant (Loads )		Dozers (Type )	
Watertenders	Misc. Aircraft (Type )		Other	

## Initial Fire Size-Up

<b>**Are any structures threatened?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes - specify:				
<b>Does the fire constitute any control problems?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes - specify:				
<b>Are additional resources needed?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes - specify:				
<b>**Hazard(s):</b>				
<b>**Spread Potential:</b>	1. Low	2. Moderate	3. High	4. Extreme
<b>**Character of Fire:</b>	1. Smoldering	3. Running	5. Torching	7. Crown/spotting
	2. Creeping	4. Spotting	6. Crowning	8. Erratic
<b>**Slope at Head of Fire:</b>	1. 0-25%	2. 26-41%	3. 41-55%	4. 56-75%    5. 76+%
<b>Position on Slope:</b>	1. Ridgetop		4. Middle 1/3 of slope	7. Valley bottom
	2. Saddle		5. Lower 1/3 of slope	8. Mesa/Plateau
	3. Upper 1/3 of slope		6. Canyon bottom	9. Flat or rolling
<b>**Fuel Type:</b>	1. Grass		4. Pinon/Juniper	7. Aspen
	2. Grass/brush		5. Lodgepole/pine	8. Logging/Thinning Slash
	3. Oakbrush		6. Spruce/fir	9. Other (specify)
<b>**Windspeed:</b>	mph			
<b>**Wind Direction:</b>	1. Calm	3. NE	5. SE	7. SW    9. NW
	2. North	4. East	6. South	8. West    10. Erratic

**\*\*Call into Dispatch immediately.**







Hazard Evaluation 18 Situations that shout "Watch Out!"			Hazard Control Standard Firefighting Orders		
Present	Absent				
		Fire not scouted and sized up.	<ul style="list-style-type: none"> <li><input type="checkbox"/> Keep informed on fire weather conditions and forecasts.</li> <li><input type="checkbox"/> Know what the fire is doing at all times.</li> <li><input type="checkbox"/> Base all actions on current and expected fire behavior.</li> <li><input type="checkbox"/> Have escape routes and safety zones, and make sure they are known.</li> <li><input type="checkbox"/> Post a lookout when there is possible danger.</li> <li><input type="checkbox"/> Be alert, keep calm, think clearly and act decisively.</li> <li><input type="checkbox"/> Maintain prompt communications with your forces, your supervisor and adjoining forces</li> <li><input type="checkbox"/> Give clear instructions and be sure they are understood.</li> <li><input type="checkbox"/> Maintain control of your forces at all times.</li> <li><input type="checkbox"/> Fight fire aggressively, but provide for safety first.</li> </ul> <p><b>Have you complied with LCES?</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Lookouts</li> <li><input type="checkbox"/> Communications</li> <li><input type="checkbox"/> Escape Routes</li> <li><input type="checkbox"/> Safety Zones</li> </ul>		
		In country not seen in daylight.			
		Safety zones and escape routes not identified.			
		Unfamiliar with weather and local factors influencing fire behavior			
		Uninformed on strategy, tactics, and hazards.			
		Instructions and assignments not clear.			
		No communication link with crew members/supervisor.			
		Constructing fireline downhill with fire below.			
		Attempting frontal assault on fire.			
		Unburned fuel between you and the fire.			
		Cannot see main fire, not in contact with anyone who can.			
		On a hillside where rolling material can ignite fuel below.			
		Weather is getting hotter and drier.			
		Wing increases and/or changes directions.			
		Getting frequent spot fires across line.			
		Terrain and fuels make escape to safety zones difficult.			
		Taking nap near fireline.			
<p><b>What other safety hazards exist?</b></p> <p>List any other hazards and what you will do to mitigate them.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>(Use IRPG for other hazard ID &amp; mitigation.)</p>					
			P P		INITIATE

## Incident Organization Complexity

### Type 5 Incident

- ✓ The incident is generally contained within the first burning period and often within a few hours after resources arrive.
- ✓ Resources required typically vary from two to six firefighters.

### Type 4 Incident

- ✓ Command staff and general staff functions are not activated.
- ✓ Resources vary from a single module to several resources.
- ✓ The incident is usually limited to one operational period in the control phase.
- ✓ No written IAP is required. However, a documented operational briefing will be completed for all incoming resources.

### Type 3 Incident

- ✓ In-briefings and out-briefings are more formal
- ✓ Some or all of the command and general staff positions may be activated, usually at the division/group supervisor and/or unit leader level.
- ✓ Resources vary from several resources to several task forces/strike teams.
- ✓ The incident may be divided into divisions.
- ✓ Type 3 teams manage initial attack fires with a significant number of resources, an extended attack fire until containment/control is achieved, or an escaped fire until a Type 1 or 2 Team assumes command.
- ✓ The Incident may involve multiple operational periods prior to control, which may require a written action plan.
- ✓ A documented operational briefing will be completed for all incoming resources, and before each operational period. Refer to *Incident Response Pocket Guide* for outline.
- ✓ Staging areas and a base may be used.
- ✓ A Type 3 IC will not serve concurrently as a single resource boss.

### Extended Attack Complexity Analysis

<i>If you check "Yes" on 3 or more items, consider ordering an Incident Management Team</i>	YES	NO
Fuels extremely dry and susceptible to long range spotting or You are currently experiencing extreme fire behavior.		
Weather forecast indicating no significant relief or worsening conditions.		
Current or predicted fire behavior dictates indirect control strategy with large amounts of fuel within planned perimeter.		
Performance of firefighting resources affected cumulative fatigue.		
Overhead overextended mentally and/or physically.		
Communication ineffective with tactical resources or dispatch.		
150 or more personnel assigned to incident or more that 3 divisions.		
Incident action plans, briefings, etc., missing or poorly prepared.		
Variety of specialized operations, support personnel or equipment.		
Unable to properly staff air operations.		
Limited local resources available for initial attack.		
Heavy commitment of local resources to logistical support.		
Existing forces have worked 24 hours without success.		
Resources unfamiliar with local conditions and tactics.		
Urban interface; structures, developments, recreational facilities, or potential for evacuation.		
Fire burning or threatening more than one jurisdiction and potential for unified command with different or conflicting management objectives.		
Unique natural resources, special designation areas, critical municipal watershed, T&E species habitat, cultural value sites.		
Sensitive political concerns, media involvement, or controversial fire policy.		





## Work Rest Ratio Documentation Worksheet

This worksheet is designed to help IC's document and calculate amount of rest required to meet the 2:1 Work/Rest guidelines.

- Initial Attack operational period is not to exceed 24 hours except if Agency Administrator approves if 1) accomplish immediate and critical objectives or 2) address immediate and critical firefighter or public safety issues.
- The operational period commences when the employee comes on duty that morning. Subsequent operational shifts are not to exceed 16 hours.
- Rest Time is defined as time when the employee has the opportunity to sleep.

Date	Resource	Operational Period Start Time	Operational Period Stop Time	Total Hours Worked	Rest Time (document hours when employee or module rested)
<b>Approval for shift lengths exceeding 16 hrs given by:</b>			<b>Date/Time Approval Given:</b>		
<b>IC Signature:</b>				<b>Date:</b>	

**Official Document for Extended Work Shift  
And/or  
Deviation From 2:1 Work Rest Policy**

Date:	Time:	Incident Number:	Incident Name:	Unit:
Incident Type:	Operational Period:	Incident Commander:	IC Type (1-5)	

**Justification**

**Name of Individual(s) or Crew:**


**Description of Situation: (Y)**

Shifts in excess of 16 hours on \_\_\_\_\_ was due to:

- Travel Time not administratively controllable.
- Mobilization and travel of resources to incident location or relocation to incident facilities.
- Establishing and maintaining administrative, planning, and logistical support for incident.
- Evacuation, triage, structure protection, or emergency rescue.
- Establishing initial control of lines of the fire.
- Extended attack efforts to control potentially devastating incident activity.
- Incident unable to provide personnel with adequate food and lodging.
- Other/Additional:

<b>Extended hour(s)</b>	Date:	Work Hours:	Total Hours:
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**Rational: (Y)**

- Emergency mobilization of resources to and from incident or facilities.
- Efforts required setting up, supporting, and undertaking incident control actions.
- Imperative operational defensive actions to prevent loss of life, resources and property damage.
- Extenuating circumstances resulted in personnel being left on-location without food and lodging.
- Other/Additional:

**Mitigation Measures**

**Actions taken to reduce impact on firefighter safety and reduce fatigue: (Y)**

- Rest extended into the following operational period. Hours adjusted \_\_\_\_\_ On shift by:
- Other:

<b>Mitigation hour(s)</b>	Date:	Hours:	Total Hours:
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\_\_\_\_\_  
Incident Supervisor



## AFTER ACTION REVIEW

<b>Incident Name:</b>	<b>IC:</b>
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<b>Date</b>	<b>IC Type:</b>	<b>Resources:</b>
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**Critiqued by:** (List names of attendees)


The purpose of this After Action Review is to evaluate decisions, actions and how well they worked. Were they within the Standard Operating Procedure and the rules?

<b>AAR Leader Signature:</b>	<b>Date:</b>
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<b>Reviewed by:</b>	<b>Date:</b>
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**Comments:** (Refer to Page 16 of the IRPG for recommended format of AAR Questions. Comment as applicable.)