

# Northern Rockies Interagency Support Cache

## Incident/Project Support Policy

2008

### Mission Statement

Incorporating sound business, personnel and financial practices, the Cache will provide excellent quality goods and services in direct logistical, material support to regional, national and international organizations responding to wild fire and other emergency incidents as well as wildland and prescribed fire management.

### GENERAL SUPPORT POLICY

The Northern Rockies Interagency Support Cache is **committed to excellence** in providing quality logistical and material support to all customers regardless of agency, jurisdiction, status or position. **We are obligated above all to fully support wildfire and other emergency incidents, wildland fire management and prescribed fire projects.** As a good neighbor, the Cache will support activities unrelated to fire, when circumstances and available resources permit. The Cache's ability to support activities is subject to legal, financial, human and physical constraints.

**The Cache will serve all customers fairly and equitably, regardless of social, economic or political status.** Should the situation arise where multiple events are occurring, in absence of any strategic management changes, the priority of support will comply with the following guideline:

Priority	Event
1	Wildfire Suppression and Wildland Fire Use
2	Non-Fire Emergency (Natural or human caused)
3	Cache-to-Cache Restock / Incident Support
4	Prescribed Fire Support
5	Preparedness Support
6	Replacement Orders For Fire Suppression Activity
7	Replacement Orders For Non-Fire Emergency Activity
8	Project Support with Advance Notice
9	Projects With Short Notice Planning / Special Events

Priorities are subject to change based on Regional and/or National fire management strategies, tactical priorities and preparedness levels. Cache management may also revise priorities for such reasons as inventory depletion, changing fire conditions and expanded emergency activity. A low priority does not translate to "no support": The Cache will ensure all customers have capacity to meet their mission and will work with each customer to locate an alternate source if necessary, whether it is from another cache, from a government supply center or through purchasing.

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### EMERGENCY INCIDENTS VERSUS PLANNED ACTIVITIES

**EMERGENCY** INCIDENTS are natural or person caused events, which threaten life, property and/or resources. **Emergency response** support will **always** command **top priority** for Cache support. The only exception will occur when the event is determined to fulfill wildland fire management objectives and strategic decision minimizes need for Cache support.

**PLANNED** ACTIVITIES are deliberate events, conceived, developed and executed to achieve management objectives. Planned activity support will require a minimum of two weeks lead-time for placing orders of supplies intended for short-term usage. NRK's ability to supply the requested material will be contingent upon available inventory relative to needs of on-going emergency activities in accordance with established priorities.

When ordering supplies from the Cache, keep the following facts in mind:

1. **The Cache does not accept credit card purchase orders, standard purchase orders or requisitions for purchase.**
2. **Be prepared with a resource order form or requisition**, which identifies the customer and provides the incident order number and/or an accounting code or a reimbursement code, NFES number, unit of issue, quantity requested and date needed.
3. **Customers must have a valid accounting or reimbursement code to place a resource order, regardless of agency or status.** If not a Forest Service unit, the customer must have, or be party to, an interagency agreement with the Northern Region.
4. **There is no distinction of cost or utility between new and previously used items.**
5. **It is presumed any item received from the Cache will be returned to the Cache.**
6. **Customers intending to keep ordered items are expected**, and will be directed, **to order directly from the vendor per FSM 5160.3.** The Cache will *assist* customers with information about vendors and other sources.
7. **Upon return, the customer will be given full credit less any refurbishment cost.**
8. **Any item lost, destroyed or damaged beyond repair will be documented and replaced at current full market cost.** (Accountable property shall be documented with a Form AD-112 per Federal Management Regulations.)
9. Federal fire suppression accounts will not be billed for refurbishment or replacement costs. All other accounts will be charged and reimbursed to the U. S. Forest Service.

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