FS Agreement No. **11-FI-11051345-053**
BLM Agreement No. **BAA111000**
Fish and Wildlife Service No. _____
Cooperator Agreement No. _____

Exhibit B
2011
ANNUAL OPERATING PLAN
FOR COOPERATIVE FIRE PROTECTION AGREEMENT
Between
KERN COUNTY FIRE DEPARTMENT
And the
U.S. FOREST SERVICE, SEQUOIA NATIONAL FOREST
And the
USDI BUREAU OF LAND MANAGEMENT,
BAKERSFIELD FIELD OFFICE AND CALIFORNIA DESERT DISTRICT
And the
US FISH AND WILDLIFE SERVICE, KERN AND HOPPER MOUNTAIN NWRC

ANNUAL OPERATING PLAN

The Parties will meet annually, prior to the initiation of fire season to review and update the Annual Operating Plan (AOP). This annual review will be documented by signing and dating the review block on the signature page of this AOP. This AOP will include protection area maps for all Parties, rates for use of department equipment and personnel, lists of principal personnel, dispatching procedures, and any other items identified in this Agreement as necessary for efficient implementation. This AOP shall become attached to and be a part of the Agreement. This AOP takes effect as of the date of the last signature and will remain in effect until superseded by a new AOP or upon expiration of the agreement.

MUTUAL AID RESPONSE PROCEDURES

Mutual aid is the initial attack response by both Department and Federal agencies suppression resources that are identified in each Party's Emergency Command Center's run cards or computerized automated dispatch system (CAD). The Protecting Party will not be required to reimburse the Supporting Party for initial attack actions taking place in these areas within the first **12** hours (as identified in the Agreement) following initial dispatch of suppression resources. All assistance beyond this "Mutual Aid" period will be assistance by hire and will be billed retroactively for the full period from the time of initial dispatch.

Aircraft (fixed and rotary-winged) including pilot(s) shall always be Assistance by Hire, EXCEPT when the response is under a unified command and the fire threatens both local and federal jurisdictions. Fiscal responsibility for all aircraft will be determined by the ordering process, utilization and cost share agreements.

DESCRIPTION OF FEDERAL AGENCY DIRECT PROTECTION AREA (DPA)

The FEDERAL AGENCIES have the responsibility for prevention, protection and suppression of wildland fires on National Forest, Bureau of Land Management, Fish and Wildlife Service administered lands, and on adjacent or intermingled State and private forested lands as identified through written agreement.
THIS INCLUDES THE SEQUOIA NATIONAL FOREST, BUREAU OF LAND MANAGEMENT BAKERSFIELD FIELD OFFICE AND CALIFORNIA DESERT DISTRICT, FISH AND WILDLIFE SERVICE, KERN AND HOPPER MOUNTAIN NWRC.

DESCRIPTION OF DEPARTMENT DIRECT PROTECTION AREA (DPA)

The Department has the responsibility for prevention, protection and suppression of structure and other non-wildland fires within the established fire district. These structures and lands protected by the Department are intermingled or adjacent to lands protected by the FEDERAL AGENCIES.

CLOSEST FORCES

The Department and the Federal Agencies agree to adopt the "Closest Forces" concept for initial attack. This philosophy dictates that the closest available appropriate resource regardless of ownership shall be utilized initially. The emphasis to get the closest appropriate resources to respond to initial attack fires" is in the best interest of both Parties. This concept of "Closest Forces" will also be applied to ongoing incidents whenever there is a critical and immediate need for the protection of life and property. Beyond initial attack, the "Closest Forces" concept is modified and the Protecting Party will request the most appropriate resource to aid in the suppression of a wildfire.

MOVE-UP AND COVER

"Move-up and Cover" is the reallocation of fire suppression resources from their established location to a temporary location. For this agreement, "Move-up and Cover" is limited to moving Supporting Party engine companies and dozers (if applicable) to Protecting Party facilities which have been temporarily vacated because of emergency activity. The Protecting Party may provide subsistence and lodging at no cost to the Supporting Party. Mutual Aid (if applicable) "Move-up and Cover" will be at no cost to the Protecting Party for the initial Mutual Aid period agreed to in this Agreement. While in the Mutual Aid period (if applicable), if the Supporting Party's resources are dispatched by the Protecting Party to a fire, Assistance by Hire will apply unless the fire is located in an area of predetermined aid (as agreed to in this Agreement). In no case will Federal Agency resources be held in "Move-up and Cover" status beyond the end of their 16 hour maximum duty day.

SINGLE POINT RESOURCE ORDERING

Any and all requests for emergency assistance and incident support on cross boundary incidents must be clear and precise and shall be processed and recorded through a single dispatching center identified by the Incident Commanders of both Parties (Unified Command) and supported by order and request numbers.

DISPATCHING SERVICES AND PRE-DESIGNATED UNIFIED ORDERING POINTS (UOP)

Due to safety concerns in dispatching multiple aircraft to an incident in the **interagency area** of Kern County, CCICC is pre-designated as the initial attack UOP when it involves one or more of the FEDERAL agencies and Kern County. Once both a FED and Kern IC are on scene of the incident and in

unified command and the DPA is determined then the UOP can be determined. See CA MOB Guide for more information on UOP.

Each dispatch office (CCICC and ECC) will dispatch their pre designated initial attack resources to incidents, CCICC will generate a ROSS order for aircraft and federal resources responding to the incident. ECC will not generate a ROSS order until the UOP is determined; If ECC is the UOP, CCICC ROSS will be merged into ECC ROSS, if CCICC is the UOP CCICC will send ECC resource order request for resources on scene at the incident.

On SRA/LRA DPA incidents within the interagency area where there is no FEDERAL response or presence, ECC will be the UOP.

Once federal agency or KRN resource presence on an incident has terminated, the UOP will cease to exist and any incident resource ordering will resume between CCICC or ECC.

The agencies operate communications centers as follows:

CCICC - The Central California Interagency Communications Center in Porterville providing dispatching services for SQF, Tule River Indian Agency (TIA) and Central California District (CND).

FICC - The Federal Interagency Communications Center in San Bernardino providing dispatching services for California Desert District (CDD).

ECC - The Emergency Communications Center in Bakersfield jointly operated by the Kern County and Bakersfield Fire Departments, and provides dispatching for Kern County.

a. ***"Kern River Valley Interagency Area"***—This area of Kern County, generally surrounding the Lake Isabella area, includes Direct Protection Areas of both Federal (SQF and CND), and State agencies (CAL FIRE - with KRN providing Initial Attack fire protection services by Agreement). Due to the inter-mix of DPA, it is agreed that CCICC will be the pre-designated initial attack AIRCRAFT ORDERING POINT in the "Interagency Area.

The "Interagency Area" is comprised of the following designated Response Areas:

Havilah	Claraville	Isabella	Breckenridge	Piute
Greenhorn	Democrat	Weldon	Kiavah	Kelso
Granite	Adelaid	Glennville	Domeland	Canbrake

CCICC will generate a Federal Order Number (SQF or CND prefix) for Resource Orders.

Out side of the interagency area the UOP and aircraft dispatching will be determined by whose DPA the initial report of a fire comes in on and all resource orders will be processed by that dispatch office until someone gets on scene and can determine DPA if different.

b. ***"BLM Protection Area"***

This area of Kern County, lying primarily east of the "Interagency Area", is primarily CDD DPA. Therefore, the agencies agree that FICC will be the pre designated UOP in the "BLM Protection Area".

The "BLM Direct Protection Area" is comprised of the following designated Response Areas:
A-56 Jawbone B-54 Inyokern B-56 Mojave A-57 Castle Butte Wall B-57 White
FICC will generate a CDD Order Number for all Resource Orders.

c. ***"KRN Protection Area"***

This area of Kern County will be comprised of all areas outside the "Interagency Area" and "BLM Protection Area", exclusive of the Los Padres National Forest (LPF). This area is primarily SRA (KRN DPA) or Local Responsibility Area (LRA), with KRN providing fire protection. Therefore, the agencies agree that ECC will be the pre-designated UOP in the "KRN Protection Area".

ECC will generate a KRN Order Number for all resource orders.

SPECIAL MANAGEMENT AREAS

Each agency has a responsibility to protect life and property values, as well as resources threatened by wildfire on lands under its direct protection as part of its wildfire protection mission. All fire suppression action conducted by the Protecting Agency in its direct protection area and/or on lands of another agency will be consistent with Protecting Agency fire suppression policy.

Any restriction to normal firefighting techniques, such as the use of heavy mechanized equipment in Special Management Areas such as wilderness areas, wild and scenic rivers, road less areas, and archaeological sites will be delineated on Protection Unit maps or otherwise identified. The Federal Agencies will provide an Agency Representative or Resource Advisor to advise the County on any special considerations that may influence suppression action on fires threatening or burning Federal Lands. The Incident Commander will consider special conditions, but retain final authority or implementation of mutually acceptable strategy and tactics.

COMMUNICATIONS AND FREQUENCY MANAGEMENT

The Parties agree to utilize the frequencies assigned by the Emergency Command Centers for the management of an incident. This includes the assigned Command and Tactical Frequencies. In the case where the Parties' administrative frequencies have not been assigned for those purposes, the use of those frequencies must be temporarily suspended. While away from the home geographic area and traveling to and from an incident, the Parties agree to suspend the use of their respective pre-assigned frequencies. These frequencies are licensed through the Federal Communications Commission for specific geographic areas and are not to be used outside those areas. Family recreational "walkie-talkie" type radios are prohibited from use while traveling to and from an incident or while on any federal incident.

SHARING FREQUENCIES

The Department agrees to authorize use by the Forest Service of the following frequencies:

Command Nets:	**SEE EXHIBIT E**		
Tactical Nets:	**SEE EXHIBIT E**		

These frequencies will be used for fire/emergency only within or adjacent to the Department's responsibility area.

The Federal Agencies agree to authorize use by the Department of the following frequencies:

Command Nets:	**SEE EXHIBIT F**		
Tactical Nets:	**SEE EXHIBIT F**		

These frequencies will be used for fire/emergency only within or adjacent to the Forest Service's responsibility area.

OPERATIONAL & DUTY OFFICER CONTACTS

DEPARTMENT OPERATIONAL AND DUTY OFFICER CONTACTS

SEE EXHIBIT G

FOREST SERVICE OPERATIONAL AND DUTY OFFICER CONTACTS

SEE EXHIBIT H

BUREAU OF LAND MANAGEMENT OPERATIONAL AND DUTY OFFICER CONTACTS

SEE EXHIBIT I

FISH AND WILDLIFE SERVICE OPERATIONAL AND DUTY OFFICER CONTACTS

SEE EXHIBIT J

ICS QUALIFIED LIST AND IMT PERSONNEL

The list of qualified personnel is maintained by the Department's Command/Dispatch Center. The resources may be available on an Assistance-by-Hire basis depending on Party's drawdown and commitments.

THE USE OF TRAINEES

Both Parties agree to the use of trainees when practical; however, the automatic dispatch of or use of trainees will not occur without prior approval of the hosting unit or Incident Commander. Department trainees identified in the IMT Priority Trainee lists are pre-approved. The Federal Agencies agree to pay for the Department's trainees that are pre-approved and/or attached to a Type 1 or Type 2 IMT and type 3 organizations.

All other Department trainees that are not pre-approved will be the cost responsibility of the sending unit.

PAYMENT OF STRUCTURE PROTECTION

For wildfires within the Department's or Federal DPA, the financial responsibility for the protection and suppression of structures remains with the Party who has statutory responsibility for structure suppression and protection.

For incidents involving both Department and Federal DPAs the cost share agreement should reflect the Department's structure protection/suppression responsibilities and financial obligation within its jurisdiction.

In situations when the Department orders additional resources and initiates additional actions beyond the level deemed necessary by the unified command, the Department is responsible for the costs.

REIMBURSEMENT RATES AND METHODOLOGY (non-aviation)

Department Personnel and Equipment:

Reimbursement for personnel will be based on personnel rates on file with the California Emergency Management Agency (Cal EMA) at the time of the incident and reimbursement methodologies outlined in the California Fire Assistance Agreement (CFAA).

The Department and Federal Agencies acknowledge the special legal requirements of each Party to provide backfill coverage (to respond to subsequent emergencies) that becomes necessary as a result of the execution of the Agreement. Actual costs associated with backfill needs are not reimbursable. Reimbursement rates and methods under the CFAA are designed to provide financing for backfill needs.

Personnel that routinely respond to emergencies (Chief Officers, Company Officers, and Firefighters) will be reimbursed portal to portal for time committed to the incident. All other personnel (civilian) will be reimbursed for actual time worked on the incident unless there is a MOU or governing body resolution that dictates the specific position is to be reimbursed portal to portal for the time committed to an emergency incident. The MOUs or resolutions must not be contingent on this agreement or executed on the sole basis that there is reimbursement from the federal or state agency. Firefighters also include crew members, helicopter pilots and dozer operators.

Reimbursement for equipment will be based on the CFAA Rate Letter applicable at the time of the incident. The Protecting Party will provide fuel and lubricants while the equipment is on the incident. The Supporting Party will provide fuel and lubricants while the equipment is en route to the incident and while returning to the home unit. The Protecting Party shall pay or reimburse for damages in excess of normal wear and tear, and shall replace or reimburse items lost or destroyed, except for damages occurring as a result of negligence by the Supporting Party.

Organized Emergency Crew resources including Type 1 and 2 crews, Fuels Crews, and flight crews will be reimbursed at actual hours worked per day consisting of straight and overtime as applicable unless labor agreements otherwise specify. Rates for these crews will be developed, agreed to in advance and published annually herein.

An Administrative Rate can be added to the total of the personnel, support equipment, and other approved reimbursements. The current standard Administrative Rate is 10% unless the Department has submitted an agency specific administrative rate to Cal EMA under the CFAA. The rate on file with Cal EMA at the time of the incident will be used.

The Department will prepare a FSLA-5 (Record of Activities). The FSLA-5 and supporting documentation is the basis for reimbursement and invoice preparation. This form is provided by the Forest Service and is attached as Exhibit C to this agreement. The form FSLA-5 must be signed by a responsible officer of the Department and by the Forest Service Incident Commander or Finance Chief and attached to the invoice.

For Reimbursement under the terms of this agreement all resource orders must be dispatched and processed by the CCICC or FICC Emergency Communication Centers. Any request not dispatched or processed by these ECC's will not be reimbursed under this local agreement.

Federal Agency Personnel and Equipment:

Reimbursable Federal Agency costs will include actual costs associated with the direct fire operations and incident support ordered by or for the incident (except as otherwise described as reciprocal initial attack as identified herein, and independent action situations). The Department will be billed for support to incidents that are the jurisdictional responsibility of the Department.

The Administrative Rate for the Federal Agencies is published in the agency's Annual Program Direction.

ASSISTANCE BY HIRE AND RESOURCE ORDER PROCESS

BLM is the "designated" agency for County personnel and equipment **EXCEPT Aircraft** on all Federal emergency incidents outside the areas of the Agreement. County aircraft will be available for dispatch outside the interagency area through Southern California Geographic Area Coordination Center (OSCC) utilizing federal, state and local agreements. CCICC will be the dispatch center to mobilize all County resources **(EXCEPT aircraft)** ordered for Federal incidents outside the areas of the Agreement. When orders are received by KRN ECC for Federal incidents fill information will be provided to CCICC. CCICC will make all travel arrangements for County overhead personnel, following Federal mobilization procedures (CCICC Operating Plan and the California Mobilization Guide). Any travel not authorized by the incident will not be reimbursed. County will submit a bill for reimbursement to the Federal Agencies, including actual costs to the County and an Administrative Charge.

Orders for COUNTY personnel on California Incident Management Teams (IMT) will be ordered direct from the incident host GACC to COUNTY ECC, (this is a ROSS business practice). South OPS will go direct to COUNTY ECC for Rio Bravo Interagency Hot shot Crew as needed to meet GACC type 1 crew rotations. All other orders for COUNTY resources ***should*** go to CCICC in an effort to send federal resources first to federal incidents outside of the areas of the agreement. If CCICC is unable to fill (UTF) then South OPS can go to COUNTY ECC to fill the request.

Each year all agency personnel and equipment rates will be developed and attached to this operating plan by July 1.

REIMBURSEMENT RATES AND METHODOLOGY (aviation)

Federal Excess Property Program (FEPP) Equipment

Under the FEPP program, FEPP rates apply when federal property is loaned to the State Forester, who may place it with local fire departments to improve local fire programs. If this loaned federal property is used on a Forest Service incident, the Department will only charge the Forest Service operating costs that include maintenance, fuel, oil, etc. Charges may not include amortization, depreciation, replacement costs, modification, start-up costs, or related charges.

Aircraft

Flight and stand-by rates for aircraft will be developed, agreed to in advance, and published annually herein, utilizing the rates and/or methodology utilized by the California Department of Forestry and Fire Protection (CAL FIRE). Assistance by Hire rates and reimbursements for aircraft will be based on the following guidelines:

1. Fixed Wing
   Reimbursements will be based on aircraft rate which includes pilot costs. The Air Tactical Group Supervisor ("ATGS") will be itemized separately. ATGS Stand-by rates will be determined based on personnel costs.

2. Helicopter
   Reimbursement will be based on actual cost to the county which includes pilot costs. Helitack crew with Helitender, Fuel Truck and chase vehicle (e.g. 1-Ton Pickup) will be itemized separately. Flight Crew and Crew Carrying Vehicle (CCV) will also be itemized separately.

WHERE TO SEND REIMBURSEMENT INVOICES

Invoices for services under this agreement must be sent to the following addresses as appropriate. This address supersedes any invoice mailing address which may be reflected in the existing cooperative agreement.

Invoices for services under this agreement must be sent to:

U.S. Forest Service	Department
Name: **USDA FOREST SERVICE SEQUOIA NATIONAL FOREST CCICC** 2750 Yowlumne Suite B Porterville CA 93257 Telephone: 559-782-3120 FAX: 559-781-3320 Email: sjphillips@fs.fed.us	Name: **KERN COUNTY FIRE DEPARTMENT** 5642 Victor Street Bakersfield CA 93308 Telephone: 661-391-7024 FAX: 661-391-7921 Email: mcody@co.kern.ca.us

U.S. Fish and Wildlife Service	Bureau of Land Management
Name: **US FISH AND WILDLIFE SERVICE** 2800 Cottage Way Suite W-2606 Sacramento CA 95825 Telephone: 916-414-6501 FAX: 916-414-6486 Email:	Name: **USDI BUREAU OF LAND MANAGEMENT BAKERSFIELD OFFICE** 3108 Pegasus DR Bakersfield CA 93308 Telephone: 661-391-6000 FAX: 661-391-6072 Email: karen_kleinman@blm.gov

ITEMS NOT REIMBURSABLE

The following items are not reimbursable in the execution of this Agreement and are considered standard personal support supply/equipment.

- Incident position support kits
- Calculators
- Computers
- Printers
- GPS units
- Cell phones (except as provided below)
- Personal telephone charges
- Support items normally available in Supply Unit, e.g. tents, sleeping bags, pads, water coolers, etc.

Costs of agency cell phones in excess of normal monthly charges are reimbursable when supported by cell phone provider bills.

Incase of damage a claim could be filed and or S number given for items listed above

DURATION OF ASSIGNMENTS

Consideration must be given to the health and safety of personnel when assigned to fires of long duration. It is agreed that duration of assignments is dictated by each Party's policy. Extension of assignments beyond the Supporting Party's policy may be requested. It is the responsibility of the Protecting Party to request relief personnel in advance of the Supporting Party's policy time limit. The Protecting Party is further responsible for the transportation costs of moving personnel to the fire and returning those relieved personnel back to their home stations. In all cases, the Department and Federal Agencies agree that their Incident Commanders will release suppression resources to their primary mission responsibilities as soon as priorities allow. The National Wildfire Coordinating Group (NWCG) has established guidelines for the length of assignments for resources and personnel who accept out of state assignments. Personnel who accept assignments out of the state are expected to adhere to the guidelines identified by NWCG. For incidents within the state, there is a required 7 day minimum commitment. Both Parties agree to honor the minimum length of assignments guidelines.

REST AND RECUPERATION

The National Wildfire Coordinating Group (NWCG) establishes Rest and Recuperation (R & R) guidelines that govern R & R on all Federal incidents. These guidelines may change throughout the year

depending on fire activity and physical condition of fire resources. Department personnel assigned to a Federal Agency incident may be given R & R during the incident in which case the R & R is in pay status and charged against the incident. However, if the Department wishes to grant their personnel R & R upon their return to home, the R & R is not compensable under the terms of this agreement.

AIR BOTTLE SUPPORT

The Department agrees to refill breathing apparatus bottles when requested by the Federal Agencies subject to compliance with all laws and policies pertaining to breathing apparatus.

NON-WILDFIRE INCIDENTS

The Department has jurisdictional responsibility for all non-wildfire emergencies within its protection area even when these areas include Federal DPA. The only exceptions are for those emergency incidents under the jurisdiction of the California Highway Patrol, County Sheriff, California Department of Fish & Game and the U.S. Coast Guard.

FIRE PREVENTION

JOINT PRESS RELEASES Develop joint press releases on cooperative fire protection issues to ensure that the interests of both Parties are adequately addressed.

SMOKEY BEAR PROGRAM The Parties will cooperate in the delivery of Smokey Bear programs.

LOCAL EDUCATION PROGRAMS The Parties agree to cooperatively conduct local school and other fire prevention education programs.

FIRE PREVENTION SIGNS Coordination and placement of fire prevention signs should be coordinated by both Parties in order to prevent duplication of effort and sending mixed messages. This is especially important for fire danger rating signs.

LOCAL EVENTS The Parties agree to cooperatively conduct fire prevention programs at local community events.

FIRE INVESTIGATION - All agencies will cooperate jointly to investigate wildfires for the purpose of determining fire cause, issuance of citations, and recovery of costs. Each agency will provide personnel and equipment as appropriate. A coordinated joint cost recovery is authorized with pro-rata apportionment of settlements provide for each incident involved. The Code of Federal Regulations, State of California Penal Code, and Public Resources Code will be applied appropriately for incidents that occur on public lands.

BURNING AND CAMPFIRE PERMITS

In accordance with current instructions, permits for campfire (CDF form LE-63), dooryard premises burning (CDF form LE-62), and other burning (CDF form LE-5) (except vegetation management program and brushland conversion burning (CDF form LE-7) on State Responsibility lands in Federal Agency DPAs will be issued by the Federal Agency or local fire protection district personnel authorized to do so by the Director of CDF. If both Parties' personnel are authorized to issue campfire and burning permits by CDF, both Parties agree to issue burning and campfire permits for each others DPAs. Both Parties agree to notify one another when burn permits are issued. Fire Restrictions, Red Flag or other situations that may affect the safe execution of campfire and/or burn permits will be shared by each Party.

NON-FIRE PROJECT USE OF RESOURCES

Each of the Parties may jointly conduct appropriate mutual interest projects such as prescribed burns and facility/compound maintenance. Any shared cost or reimbursement will be governed in accordance with a Supplemental Project Agreement (See Exhibit M) signed by each Party prior to the start of the project.

WILDLAND FIRE DECISION SUPPORT SYSTEM (WFDSS)

Forest Service policy requires the use of "Wildland Fire Decision Support System" (WFDSS) for all fires on or threatening Federal Agency administered lands that have escaped initial attack. In Unified Command situations the Federal Agencies will include the Department's input into the development of control objectives, strategy and priorities.

SUPPRESSION AND DAMAGE COLLECTION

The Department and the Federal Agencies reserve the right to pursue independent and separate courses of litigation and cost collection for suppression and damage on the fires that affect both Parties. Any costs recovered as a result of independent litigation will not be subject to apportionment with the other affected Party. Whenever collections that result from joint legal action have the effect of reducing next expenditures of either Party to accomplish services provided for in this Agreement, then such collections may be reported and shared proportionately, after deducting the cost of collection.

REPAIR OF SUPPRESSION ACTIVITY DAMAGE

Repair of suppression related activity damage (e.g., spreading of dozer berms, installations of water bars, minor road repairs, minor fence repair, etc.) will normally be done by the Party with direct protection responsibility for the fire as an integral part of overhaul/mop-up. Any rehabilitation beyond this level may be the responsibility of the landowner.

MAPS TO SUPPORT ANNUAL OPERATING PLAN

On an as needed basis, maps needed to support this AOP will become attachments to the AOP. These may include the DPA boundary, fire protection facilities by Party and location, pre-planned "Mutual Aid" initial attack response areas, "Mutual Aid Move-up and Cover" facilities or special management consideration areas.

POSSESSION OF AGREEMENT AND AOP ON INCIDENTS

On incidents, the Supporting Party shall furnish the Protecting Party, upon demand, a signed copy of the Agreement and current AOP.

APPROVAL:

IN WITNESS WHEREOF, the Parties have executed this Annual Operating Plan as of the last date written below:

NICK DUNN, Department Chief Kern County Fire Department	4/29/11 Date
DEBRA L. WHITMAN, Acting Forest Supervisor U.S. Forest Service, Sequoia National Forest	4/22/11 Date
TIM SMITH, Field Officer Manager U.S. Bureau of Land Management, Bakersfield Office	5/4/11 Date
For TERESA A. RAML, District Manager U.S. Bureau of Land Management, California Desert District	5/16/2011 Date
DAVE HARDT, Refuge Manager U.S. Fish and Wildlife Service, Kern NWRC	5/23/11 Date
SEE NEXT Page ~~TRACY COPELAND~~, Acting Project Leader U.S. Fish and Wildlife Service, Hopper Mountain NWRC	Date

The authority and format of this instrument has been reviewed and approved for signature.

LYNNE W. SHOLTY
U.S. Forest Service Grants & Agreements Specialist
Pacific Southwest Region

4/18/11
Date

APPROVAL:

IN WITNESS WHEREOF, the Parties have executed this Annual Operating Plan as of the last date written below:

NICK DUNN, Department Chief Kern County Fire Department	Date
DEBRA L. WHITMAN, Acting Forest Supervisor U.S. Forest Service, Sequoia National Forest	Date
TIM SMITH, Field Officer Manager U.S. Bureau of Land Management, Bakersfield Office	Date
TERESA A. RAML, District Manager U.S. Bureau of Land Management, California Desert District	Date
DAVE HARDT, Refuge Manager U.S. Fish and Wildlife Service, Kern NWRC	Date
Jesse Grantham Jesse Grantham ~~KEN CONVERY~~, Acting Project Leader U.S. Fish and Wildlife Service, Hopper Mountain NWRC	6/13/2011 Date

The authority and format of this instrument have been reviewed and approved for signature.

Lynne W. Sholty 4/19/11

LYNNE W. SHOLTY Date

U.S. Forest Service Grants & Agreements Specialist

ANNUAL REVIEW:

IN WITNESS WHEREOF, the Parties have completed the annual review of this AOP on the date written below:

NICK DUNN, Department Chief Kern County Fire Department	Date
DEBRA L. WHITMAN, Acting Forest Supervisor U.S. Forest Service, Sequoia National Forest	Date
TIM SMITH, Field Officer Manager U.S. Bureau of Land Management, Bakersfield Office	Date
TERESA A. RAML, District Manager U.S. Bureau of Land Management, California Desert District	Date
DAVE HARDT, Refuge Manager U.S. Fish and Wildlife Service, Kern NWRC	Date
JESSE GRANTHAM, Acting Project Leader U.S. Fish and Wildlife Service, Hopper Mountain NWRC	Date

The authority and format of this instrument have been reviewed and approved for signature.

LYNNE W. SHOLTY Date

U.S. Forest Service Grants & Agreements Specialist

EXHIBIT C

ACTIVITY RECORD
FOREST SERVICE, REGION 5
LOCAL COOPERATIVE FIRE AGREEMENT

AGREEMENT NO: 11-FI-11051345-053 **DEPARTMENT:** _____

Date and Time Departed: _____ / _____ hrs.	**Return Date and Time:** _____ / _____ hrs.

DISPATCH INFORMATION

Incident Name:	_____	Reporting Location	_____
Incident Number:	_____	Incident Code:	_____
Resource Order Number		Reporting Date/Time:	

PERSONNEL INFORMATION

Dates of Services	*Request Number*	*Payroll Name(s)*	*ICS Position*	*Total Hours to be reimbursed*

APPARATUS/EQUIPMENT/VEHICLE INFORMATION

Dates of Services	*Type of Apparatus / Module* *Engine, Water Tender, Dozer, Crew or Other*	*Strike Team #*	*Apparatus or Vehicle #*	*Vehicle Category* *Sedan SUV Van PU 2x4 4x4*	*Vehicle Information* *POV or Rental Company*	*Total Mileage Or Operating Hours*

Signature of Authorizing Officer For Department: _____

Date Signed: _____

Approved by
IC or FSC:
_____

Date: _____

Form Distribution:
Original: Local Government Agency
(Attach to Dept invoice/bill)
Copy: **Incident Management Team**
Finance Section

EXHIBIT E

COUNTY FREQUENCIES AUTHORIZED FOR USE

KRN operates on a VHF radio system with the primary frequencies identified as follows:

Channel	Receive	Tone	Transmit	Tone	Use
Kern 1	153.7850	167.9	158.8950	167.9	Dispatch
Kern 2	155.8800	167.9	158.9400	131.8	Secondary CMD County wide
Kern 3	155.6250	167.9	158.8500	167.9	Southern Command
Kern 4	154.8600	167.9	158.8200	167.9	Northern Command
Kern 5	151.1000	167.9	156.9900	167.9	Eastern Command

Pre-approved Air-to-Ground Frequencies

The following are the pre-planned air-to-ground frequency allocations for use in Kern County on SRA Wildfire Incidents:

AIR TO GROUND	151.2200	151.2200	CAL-FIRE AIR TO GROUND
AIR TO GROUND	170.0000	170.0000	FEDERAL AIR TO GROUND

EXHIBIT F

FEDERAL FREQUENCIES AUTHORIZED FOR USE

SEQUOIA NATIONAL FOREST

SQF FREQUENCIES ***NOTE: we have gone to narrow band radios**

Channel 1	Emergency	168.675	Tone 8
Channel 2	Emergency	170.575 TX	168.675 RX
Channel 3	Fire 1 Forest Net	168.775 TX	168.775 RX
Channel 4	Fire 1 Forest RPTR	170.600 TX	168.775 RX
Channel 5	Inter Squad	168.200	
Channel 6	Air to Ground	170.000	
Channel 5	Administrative	168.175	
	SQF Air Tactics	169.150	
	VHF	135.975	
	Air Guard	168.625	
	Zone Net	315.525 RX	311,525 TX
	Service Net	172.400 TX	171.500 RX
	Flight Following	168.650	
	R-2508 Cross Talk	168.625	Tone 2
	Air Tanker Base	123.975	

SQF TONE REPEATER DESIGNATION

Delilah	Tone 1	110.9	West part of HLRD
Buck Rock	Tone 2	123.0	East part of HLRD
Mule Peak	Tone 3	131.8	Tule Reservation, HSRD Johnsondale, east side of TRRD
Baker Point	Tone 4	136.5	Kern Valley to Johnsondale And HSRD
Oak Flat	Tone 5	146.2	Lower Kern canyon, front Country
Piute	Tone 6	156.7	South and east side of Piutes, Kern Valley, Kelso Valley
Chimney Peak	Tone 7	167.9	Kern Valley to Balck Rock East side of CMRD, Kern Plateau, Kelso Valley
Jordan Peak	Tone 8	103.5	TRRD, Balch Peak, Blue Ridge, Porterville
Sherman Peak	Tone 9	100.0	Kern Plateau, Johnsondale Tule River back country
Tobias Peak	Tone 10	107.2	HSRD, Glenville
Breckenridge	Tone 11	114.8	Kern Valley, front country
Parkridge	Tone 12	127.3	HLRD
Olancha	Tone 14	151.4	South Sierra & Dome land wilderness

BUREAU OF LAND MANAGEMENT
CENTRAL CALIFORNIA DISTRICT
Central California Communication Center (CCICC), Porterville, CA

Bakersfield and Hollister Field Offices:

FREQUENCY		FREQ ID	OPS CONTROL	COOR CONTACT	OPERATIONS AREA
TX	RX				
169.725	166.900	Admin RPT	CND	CND	Tone 8 Caliente Mtn Tone 4 Park Ridge
166.900	166.900	Admin Simplex	CND	CND	Local
169.775	167.125	Fire Command Repeat	CND	CND	Tone 2 Bear Peak Tone 3 Oak Flat Tone 4 San Benito Mtn Tone 5 Breckenridge Tone 6 Fremont Peak Tone 8 Caliente Mtn
167.125	167.125	Fire Simplex	CND	CND	Local
168.300	168.300	Tactics	CND	CND	Statewide SOA
169.2875	169.2875	IA Air	CND	CND	BLM A/G North CND
169.0875	169.0875	IA Air	CND	CND	BLM A/G South CND

Folsom Field Office

FREQUENCY		FREQ ID	OPS CONTROL	COOR CONTACT	OPERATIONS AREA
TX	RX				
167.075/	166.4875	Fire RPT	CND	Statewide	Tone 1 Oso Mountain Tone 2 Bullion Mtn. Tone 3 Fowler Peak Tone 5 Lover's Leap Tone 8 Oregon Peak Tone 9 Pine Hill
166.4875	166.4875	Fire Simplex	CND	Local	Local
168.300	168.300	Tactics	CND	Statewide	Statewide SOA
170.000	170.000	IA Air	CND	Statewide	Statewide A/G
166.2875	166.2875	IA Air	CND	Statewide	BLM A/G North CND

BUREAU OF LAND MANAGEMENT
CALIFORNIA DESERT DISTRICT

FREQUENCY		FREQ ID	OPS CONTROL	COOR CONTACT	OPERATIONS AREA
TX	RX				
166.375	166.975	Admin RPTR	CDD	CDD	TONES 1 - 16
					Tone 1 Government Pk. Tone 2 O Woman/Snow Tone 3 Rogers PK. Tone 4 Turquoise Pk. Tone 5 Frost Pk. Tone 6 Bird Springs Tone 7 Cerro Gordo Tone 8 Onyx PK. Tone 9 No Assignment Tone 10 Toro PK. Tone 11 Chuckwalla Tone 12 Lyons PK. Tone 13 Mt Laguna Tone 14 Black Mt. Tone 15 Christmas Tree Tone 16 Hayden PK.
166.375	166.375	ADMIN SMPLX	CDD	CDD	LOCAL
167.075	167.075	FIRE RPTR	CDD	CDD	TONE 1
166.4875	166.4875	FIRE SMPLX	CDD	CDD	RIVERSIDE AREA LOCAL
168.300	168.300	TAC	CDD	CDD	STATEWIDE SOA
169.0875	169.0875	IA GROUND	CDD	CDD	STATEWIDE A/G
166.675	166.675	IA AIR	CDD	CDD	STATEWIDE AIR/AIR

EXHIBIT G

OPERATIONAL AND DUTY OFFICER CONTACTS

Kern County Fire Department

	Name	STAFF AND FIELD POSITIONS Assignment	Phone #
Command 1	**Fire Chief Nick Dunn**	Fire Department	661-330-0121
Command 3	**Deputy Chief Heidi Dinkler**	Operations "C" Shift Wildfire Programs, Air Ops, Logistics & Support Services	661-330-0123
Command 4	**Deputy Chief Mike Miller**	Operations "A" Shift ECC & Training	661-330-0124
Command 5	**Deputy Chief Mike Cody**	Administration Operations	661-330-0125
Command 6	**Deputy Chief Brian Marshall**	Operations "B" Shift Fire Prevention & Fleet	661-330-0126

KERN COUNTY FIRE DEPARTMENT BATTALION CHIEFS

	Don Brady	Fire Plan & Air Ops	661-330-0194
	Chris Angello	Fire Investigation	661-330-0141
	Benny Wofford	Fire Prevention	661-330-0151
	Tim Holliday	Training & Safety	661-330-0191
"A" SHIFT	Open	Battalion 1	
	Brent Moon	Battalion 2	661-330-0196
	Dave Goodell	Battalion 3	661-330-0138
	Charles Truvillion	Battalion 4	661-330-0192
	Kirk Kushen	Battalion 5	661-330-0184
	Allen Montes	Battalion 6	661-330-0497
"B" SHIFT	Steve Kinsey	Battalion 1	661-330-0182
	Sean Fraley	Battalion 2	661-330-0186
	Rey Ramirez	Battalion 3	661-332-3800
	Vern Brothers	Battalion 4	661-330-0185
	John Smith	Battalion 5	661-330-0470
	Jack Froggatt	Battalion 6	661-330-0208
	Dennis Monahan	Battalion 7	661-330-0180
"C" SHIFT	Mark McDowell	Battalion 1	661-330-0183
	Dave Witt	Battalion 2	661-330-0187
	Dean Boller	Battalion 3	661-330-0189
	Steve Shoemaker	Battalion 4	661-330-0498
	John Peterson	Battalion 5	661-330-0218
	John Silliman	Battalion 6	661-330-0190
	Mike Heffner	Battalion 7	661-330-0136

EXHIBIT H

OPERATIONAL AND DUTY OFFICER CONTACTS

Sequoia National Forest Fire and Aviation - Supervisor's Office

Name	Title	Radio	Phone
Brent Skaggs	Forest Fire Management Officer	CH 1	C (559) 280-1744
Joe Reyes	Deputy Forest FMO	CH 2	C (559)
Joel Lane	Aviation Officer	DIV 9	C (559)
Steve Phillips	CCICC Center Manager	DIV 1	(559) 782-3120
Maribel H. Moreno	CCICC Assistant Manager	BC 11	(559) 782-3120
VACANT	Fire Management Specialist	DIV 12	
Jonel Wagoner	Fire Training Specialist	BC 12	(559) 784-1500
VACANT	Fuels Specialist	DIV 8	
Vacant	Fire Planner	BC 81	
Raul Contreras	Air Tanker Base Manager	BC 71	(559) 784-0828

Sequoia National Forest - Tule River/Hot Springs Ranger District

Paul Gibbs	District Fire Management Officer	DIV 2	(559) 539-2607
Robert Sanders	Assistant DFMO Fuels	BC 21	(559) 539-2607
Mike Ruiz	Assistant DFMO Prevention	BC 22	(559) 539-2607
Eric Smith	Assistant DFMO Suppression	BC 23	(559) 539-2607
	Superintendent	SUP 522	
Joaquin Medina	Superintendent Crew 9	SUP 9	(559) 539-2607

Sequoia National Forest - Hume Lake Ranger District

Neil Metcalf	District Fire Management Officer	DIV 3	(559) 338-2251
Steve Orsaba	Assistant DFMO Suppression	BC 31	(559) 338-2251
Paul Lusch	Assistant DFMO Fuels	BC 32	(559) 338-2251
Joe Gonzales	Horseshoe Hotshot Superintendent	SUP 3	(559) 336-2551

Sequoia National Forest Fire and Aviation Kern River Ranger District

Name	Title	Radio	Phone
Mike Ryan	District Fire Management Officer	DIV 4	C (661) 301-8154
Bart Kicklighter	District Fire Management Officer	DIV 5	C (661) 301-8155
Steve Griffin	Assistant DFMO Suppression	BC 41	(760) 379-5646
Carl Sarrubbi	Assistant DFMO Suppression	BC 42	(760) 379-5646
Angela Yearwood	Assistant DFMO Prevention	BC 43	(760) 376-3781
Vacant	Assistant DFMO Prevention	BC 44	(760) 379-5646
Ernie Villa	Fuels Battalion	BC 45	
VACANT	Fuels Battalion	BC 46	(760) 376-3781
Isidoro Solis	Superintendent H523	SUP 523	(760) 376-3781
Ron Bollier	Fulton Hotshot Superintendent	SUP 5	(661) 536-8311
Adam Sanders	Breckenridge Handcrew Superintendent	SUP 8	(661) 867-2634
John Carothers	Rincon Hand Crew Superintendent	SUP 6	(760) 376-3781

EXHIBIT I

OPERATIONAL AND DUTY OFFICER CONTACTS

Bureau of Land Management
Central California Region/Bakersfield Field Office

Name	Position	Call Sign	Phone
Kevin Chambers	District FMO	3100	(661) 391-6110
David Brinsfield	Fire Management Officer Bakersfield	3106	(661) 391-6103
Mickey Bridges	CCIC Assistant Manager	3110	(559) 782-3120
VACANT	CCIC Dispatcher		(599) 782-3120
Chris Ryan	Soil,Air And Water Spec.		(661) 391-6107
Tim Smith	Field Office Manager	1600	(661) 391-6006
Karen Kleinman	Fire Support Assistant		(661) 391-6104
Steve Watkins	Battalion Chief	3115	(661) 391-6074
Debbie Santigo	Fire Mitigation And Prevention	3112	(661) 391-6097
Ruth Ellison	Fire Mitigation And Prevention	3156	(661) 391-6169

Bureau of Land Management
California Desert District

Name	Position	Call Sign	Phone
Ron Woychak	District FMO Moreno Valley	CH 3600	O (951) 697-5355 C (951) 903-4137
Sue Rocha	Deputy DFMO, Moreno Valley	CH 3601	O (951) 697-5274 C (951) 903-4135
Tom Sherman	Unit Aviation Manager Moreno Valley	BC 3602	O (951) 697-5307 C (951) 903-4136
Elizabeth Barrera	FICC – Center Manager San Bernardino		(909) 382-2749
Sandy Nieman	FICC – BLM Dispatcher San Bernardino		(909) 383-5652
Larry Stanford	FICC – BLM Dispatcher San Bernardino		(909) 383-5652
Don Washington	**Ridgecrest Zone FMO**	**DIV 3605**	**O (760) 384-5785** **C (760) 608-2515**
Hector Villalobos	Ridgecrest Field Manager		(760) 384-5400
Shawn Compton	Salt Wells Fire Station Captain	E3635	(760) 384-5760
Vacant	Olancha Fire Station Captain	E3634	(760) 764-2538
James Aragon	**Barstow Zone FMO**	**DIV 3608**	**O (760) 252-6008** **C (928) 486-0450**
Roxie Trost	Barstow Field Manager		(760) 252-6000
Brian Willbond – Fire Prevention/Investigation	Apple Valley Fire Station	BC3658	(760) 240-8541
Eric Downard	Barstow Zone Fire Ops. Sp.	BC 3618	(760) 240-8500
Jesse Monzillo	Apple Valley Fire Station Captain	E3637	(760) 240-8500
Kyle Humphrey	Apple Valley Fire Station Captain	E3638	(760)240-8500
Wayne Cannon	Apple Valley Helitack Base SUP 554	H554	(760) 240-8505
Art Curley	Apple Valley Fire Station WT- Operator	WT3690	(760)240-8500

EXHIBIT J

OPERATIONAL AND DUTY OFFICER CONTACTS

U.S Fish and Wildlife Service Pacific Southwest Region 8
Kern National Wildlife Refuge Complex Contact List

Name	Position	Phone
Dave Hardt	Project Leader –Kern Refuge	(661) 725-2767
Jihadda Govan	Deputy Project Leader – Kern Refuge	(661) 725-2767
Peter Kelly	Fire Management Officer- So. Central Valley	(209) 826-3508 *11

EXHIBIT K

FC33

KERN COUNTY FIRE DEPARTMENT
INCIDENT ACTIVITY RECORD

(1) Incident Order Number	(2) Resource Request Number	(3) Strike Team/Task Force #	(4) Overtime Authorization Number	(5) KRN Incident Number

(6) Dispatch Information:

Incident Name: _____ Reporting Location: _____ Telephone: _____

Resource Kind & Type/ICS Position: _____ County: _____ State: _____ Thomas Bros. Page # _____

Responding Date: _____ Time: _____ Arrived Date: _____ Time: _____ Released Date: _____ Time: _____ Returned Date: _____ Time: _____

(7) Re-Dispatched Date: _____ Time: _____ New Incident Order Number: _____ New Incident Request Number: _____

(8) Vehicle Information:

Kind: _____ Type: _____ Radio Call-Sign: _____

Vehicle Ownership: _____ Agency County Vehicle #: _____

_____ POV License Plate #: _____

_____ Rental - Agency _____

E # _____ License Plate #: _____

(9) Personnel Summary:

Ref. #	Employee #	Payroll Name	Rank	Station	Shift
1					
2					
3					
4					
5					
6					

(10) Cell Phone #: _____ S # _____

(11) ACTIVITY RECORD:

Personnel (Record Straight Time and Overtime Hours each date; Note any Staffing Overtime Hours and explain in Comments Section):

Date:																			Total This Page		Grand Total All Pages	
Time On/Off:																						
Ref. #	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.	S.T.	O.T.
1																						
2																						
3																						
4																						
5																						
6																						

Equipment (Actual Mileage; Actual Hours Assigned, including travel time to and from assigned location):

										Total This Page	Grand Total All Pages
Beginning Mileage											
Ending Mileage											
Total Miles											
Engine Hrs.											
Dozer Hrs.											
Chainsaw Hrs.											

(12) Comments (Note all significant events; Continue on reverse where necessary):

Date:	Time:	

(13) KRN Departmental Information:

Printed Name: _____ Title: _____ Signature: _____

Page _____ of _____

(14) Incident Verification:

Printed Name: _____ ICS Position/Title: _____ Signature: _____

(15) Battalion/Program Payroll Information:

Batt./Program: _____ Date: _____

Workbook: _____

B/C Initials:

9/15/2003

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EXHIBIT L

FC33 Hand crews

KERN COUNTY FIRE DEPARTMENT
INCIDENT ACTIVITY RECORD

(1) Incident Order Number	(2) Resource Request Number	(3) Strike Team/Task Force #	(4) Overtime Authorization Number	(5) KRN Incident Number

(6) Dispatch Information:
Incident Name: _____ Reporting Location: _____ Telephone: _____
Resource Kind & Type/ICS Position: _____ County: _____ State: _____ Thomas Bros. Page # _____
Responding Date: _____ Time: _____ Arrived Date: _____ Time: _____ Released Date: _____ Time: _____ Returned Date: _____ Time: _____
*) Re-Dispatched Date: _____ Time: _____ New Incident Order Number: _____ New Incident Request Number: _____

(8) Vehicle Information:
Kind: _____ Type: _____ Radio Call-Sign _____ County Vehicle #: _____ License Plate #: _____

(9) Personnel Summary:
KRN Crew _____ (10) Cell Phone #: _____ S # _____

	Employee #	Payroll Name	Rank		Employee #	Payroll Name	Rank		Employee #	Payroll Name	Rank
1				6				11			
2				7				12			
3				8				13			
4				9				14			
5				10				15			

(11) ACTIVITY RECORD:
Personnel (Record Straight Time and Overtime Hours each date; Note any Staffing Overtime Hours and explain in Comments Section

Date:																														
Time On/Off:																														
			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.
	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.
Crew Hours																												

Equipment (Actual Mileage; Actual Hours Assigned, including travel time to and from assigned location):

Beginning Mileage																												
Ending Mileage																												
Total Miles																												

Date:																														
Time On/Off:																														
			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.
	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.
Crew Hours																												

Equipment (Actual Mileage; Actual Hours Assigned, including travel time to and from assigned location):

Beginning Mileage																												
Ending Mileage																												
Total Miles																												

Date:																														
Time On/Off:																														
			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.			S.T.	O.T.
	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.	S.T.	O.T.	w/H.P.	w/H.P.
Crew Hours																												

Equipment (Actual Mileage; Actual Hours Assigned, including travel time to and from assigned location):

Beginning Mileage																												
Ending Mileage																												
Total Miles																												

GRAND TOTALS	S.T.	O.T.	S.T. w/H.P.	O.T. w/H.P.		Vehicle #1 - This Page	Vehicle #2 - Page 2	Vehicle #3 - Page 3
Crew Hours					**Vehicle Miles**			

(12) Comments (Note all significant events; Continue on reverse where necessary):

Date:	Time:	

(13) KRN Departmental Information:
Printed Name: _____ Title: _____ Signature: _____ Page _____ of _____

(14) Incident Verification:
Printed Name: _____ ICS Position/Title: _____ Signature: _____

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EXHIBIT M
PROJECT AND FINANCIAL PLAN

SUPPLEMENTAL # <Agreement Number>
To
COOPERATIVE FIRE AGREEMENT
<ORIGINAL AGREEMENT NUMBER>

I. INTRODUCTION

This Project and Financial Plan (project) is hereby made and entered into by and between the <Cooperators Name>, hereinafter referred to as <name>, and the USDA Forest Service, <FS Unit name>, hereinafter referred to as the Forest Service, as specified under the authority and provisions of agreement <original agreement number>.

II. PURPOSE OF SUPPLEMENT AGREEMENT AND DURATION:

SAMPLE: The objective of this supplemental agreement is to reimburse the <Cooperators Name> for firefighter support to the Forest Service for <activity such as prescribed burning> taking place upon <duration of agreement>. The <Cooperators Name> will be ordered, when needed, under provision <reference provisions in original agreement>. This Supplemental Agreement specifies that the <Cooperators Name> assistance falls under provisions <reference provisions in original agreement>. The maximum amount to be reimbursed to the <Cooperators Name> under this Supplemental Agreement is <Amount>.

The approved reimbursement rate will be <rate> per hour per firefighter.
Transportation costs will not be reimbursed.

This Project Agreement will terminate on <date> unless extended in writing.

III. PRINCIPAL CONATACTS:

Principal contacts for each agency for the administration of the project are:

Forest Service Project Contact	<Cooperator Name> Project Contact
Forest Service Financial Contact	<Cooperator Name> Financial Contact

IV. REIMBURSEMENT:

A. SAMPLE: Payment/Reimbursement. The Forest Service shall reimburse the <Cooperator Name> for the Forest Service's proportional share of actual expenses incurred, not to exceed <amount>. The <Cooperator Name> is approved to submit a monthly billing(s). The Forest Service will make payment for its share of project costs upon receipt of an invoice(s).

USDA Forest Service
Albuquerque Service Center
Payments – Grants and Agreements
101B Sun Ave NE
Albuquerque, NM 87109

B. <Cooperator Name> Tax identification number is <number>
<Cooperator Name> DUNS number is <number>

REVIEW:
The authority and format of this project and financial plan have been reviewed and approved for signature.

_____ _____
<name> Date
Grants and Agreements Specialist

In witness whereof, the parities hereto have executed this Project and Financial Plan as of the last date written below.

_____ _____
<Cooperator Official Name> Date
<Cooperator Name>

_____ _____
<Forest Service Official Name> Date
USDA Forest Service, <Unit Name>

Job Code: <Job Code Number>

Exhibit N

LIST OF EXHIBITS

Exhibit A: Agreement Definitions

Exhibit B: Annual Operating Plant (AOP)

Exhibit C: CFSLA-5 Activity Record

Exhibit D: Agreement Supplemental Fire Department Resources

Exhibit E: Department Command Nets & Tactical Nets

Exhibit F: Federal Agencies' Command Nets & Tactical Nets

Exhibit G: Department Operational and Duty Officer Contacts

Exhibit H: Forest Service Operational and Duty Officer Contacts

Exhibit I: Bureau of Land Management Operational and Duty Officer Contacts

Exhibit J: Fish and Wildlife Service Operational and Duty Officer Contacts

Exhibit K: Department Incident Activity Record FC33

Exhibit L: Department Incident Activity Record FC33 Hand crews

Exhibit M: Supplemental Project and Financial Plan

Exhibit N: List of Exhibits