INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor - ALL RISK

INSTRUCTOR GUIDE
FIRST EDITION
APRIL 2000

FIRESCOPE
CALIFORNIA

FIREFIGHTING RESOURCES OF CALIFORNIA ORGANIZED FOR POTENTIAL EMERGENCIES
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CERTIFICATION STATEMENT

On behalf of

FIRESCOPE

The following training material meets the minimum standards prescribed for courses developed under FIRESCOPE to meet California needs for "ALL RISK" ICS position specific training. This course is accredited by the State Board of Fire Services and approved by the FIRESCOPE Board of Directors. The curriculum is based upon NWCG training material. Agencies participating in and desiring certification from NWCG should utilize the NWCG training materials. Instructors are encouraged to use and blend specific local policies and procedures in presenting this course. The instruction is certified for interagency use and is known as:

DIVISION/GROUP SUPERVISOR S-339

Certified at Level I

FIRESCOPE ALL RISK Version
ACKNOWLEDGMENTS

The CDF/State Fire Training Curriculum Development Division coordinated the development of the material contained in this guide.

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Special acknowledgement and thanks are extended to the U.S.D.A. Forest Service for funding the development of this S-339 Division/Group Supervisor “ALL RISK” course. Additional acknowledgements and thanks are extended to the following members of CDF/State Fire Training Curriculum Development Division for their diligent efforts and contributions that made the final publication of this document possible.

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The material contained in this document was compiled and organized through the cooperative effort of numerous professionals within, and associated with, the California fire service. We gratefully acknowledge the following individuals who served as the principal developers for this document.

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COURSE STRUCTURE

Division/Group Supervisor, S-339 ALL RISK, is a 24-hour course designed to meet the training needs of a Division/Group Supervisor to manage ALL RISK incidents.

The course is designed to be presented in a lecture/discussion format with group exercises. This course meets all requirements of the FIRESCOPE ALL RISK Qualifications System for the position of Division/Group Supervisor.

For an individual to become fully qualified as a Division/Group Supervisor, the individual should also meet the standards set forth in the Wildland Fire Qualifications Subsystem, 310-1.

The Wildland Fire Qualifications Subsystem, 310-1, provides guidance and a national fire standard for establishing minimum training, skills, knowledge, experience, and physical fitness requirements for the participating agencies of the NWCG.

Along with the NWCG requirements, the FIRESCOPE Task Force Subgroup recommends for a Division/Group Supervisor to be qualified as "ALL RISK" within California, he or she meet the following minimum training pre-requisites:

- I-300, Intermediate I.C.S., is required before taking S-339 and
- Must be Strike Team Leader I-330 qualified and
- Multi-Resource Emergency Management experience consistent with S-339 and I-300 level.

This course has been developed by an interagency development group and is based upon NWCG curriculum from the National Interagency Fire Center, National Fire and Aviation Training Support Group, under authority of the National Wildfire Coordinating Group.

Material for an "ALL RISK" course approved by FIRESCOPE is available through CDF/OSFM State Fire Training.

This course identifies the basic S-339 Division/Group Supervisor fundamentals. Currently, some local government agencies in California are using a certification and qualification system. Position Task Books are supplied as reference material for this course, however, they are not required for CDF/OSFM State Fire Training certification.
Additional copies of this publication may be ordered from:

The California Department of Forestry and Fire Protection
Office of the State Fire Marshal (Training)
P.O. Box 944246, Sacramento, CA 94244-2460

Or

Office of Emergency Services
Document Control
2524 Mulberry Street
Riverside, CA 92501

- CDF/State Fire Training (916) 445-8500
- OES (FIRESCOPE) (909) 782-4174
- OES (FAX) (909) 782-4239

This section contains instructions and information essential in making an effective presentation. This section should be read thoroughly prior to the course presentation. These instructions are specific for this course, Division/Group Supervisor, S-339 ALL RISK.

**Description of the Performance Based System**

The FIRESCOPE ALL RISK Qualifications System is a "performance-based" qualifications system. In this system, the primary criteria for qualification is individual performance as observed by an evaluator using approved standards. This system differs from previous qualifications systems which have been "training based." Training-based systems use the completion of training courses or a passing score on an examination as a primary criteria for qualification.

A performance based system has two advantages over a training-based system:

1. Qualification is based upon real performance, as measured on the job, versus perceived performance, as measured by an examination or classroom activities.

The components of the FIRESCOPE ALL RISK qualifications system are as follows:

**FIRESCOPE ALL RISK POSITION TASK BOOK**

Position Task Books (PTB) contain all critical tasks which are required to perform the job. PTB's have been designed in a format which will allow documentation of a trainee's ability to perform each task. Successful completion of all tasks required of the position, as determined by an evaluator, will be the basis for recommending certification.
IMPORTANT NOTE: Training requirements include completion of all required training courses prior to certification of a PTB. Use of the suggested training courses or job aids is recommended to prepare the trainee to perform in the position.

Training Courses and Job Aids provide the specific skills and knowledge required to perform tasks as prescribed in the PTB.

Agency Certification is issued by departments and agencies that certify by FIRESCOPE standards that the individual is qualified to perform in a specified position.

A Job Aid is provided for reference and course study. (Student Manual – Appendix C)

2. Responsibilities

The department or agency is responsible for selecting qualified trainees, initiation and proper use of task books, and certification of trainees.
INSTRUCTOR REQUIREMENTS

INSTRUCTOR PREREQUISITES

This course needs to be presented by individuals fully qualified as Division/Group Supervisor, who have several years of experience in the position of Division/Group Supervisor.

NOTE: The ideal situation for presentation of this course is to have several well-qualified Division/Group Supervisors from different agencies. Instructors should have an ALL RISK background. A team teaching format is recommended.

The instructors must be good facilitators and demonstrate good instructional skills. It is required that these individuals have attended a formal instructor training courses as defined and established by NFPA 1041, "Fire Service Instructor Professional Qualifications", guidelines.

TRAINEE TARGET GROUP

This course is intended for individuals who have shown an interest, demonstrated the necessary skills, and met all the prerequisites, including established minimum training, skills, knowledge, experience, and physical fitness requirements for the position of Division/Group Supervisor ALL RISK.

TRAINEE PREREQUISITES

Along with the NWCG Requirements, the FIRESCOPE Board of Directors recommends for a Division/Group Supervisor to be qualified as "ALL RISK" within California, he or she meet the following minimum training pre-requisites:

- I-300, Intermediate I.C.S., is required before taking S-339 and
- Must be Strike Team Leader I-330 qualified and

EVALUATION

The instructor will evaluate the individual trainees as they participate as part of the group in working through exercises. A set of criteria should be made up by each individual instructor to accomplish this task. This criteria should include:

1. Participation by each individual in the group
2. Goal oriented methods of reaching the objective of the exercise
3. Knowledge of subject matter
4. Verbalizing and cooperative sharing of ideas
5. Development and discussion of alternatives
6. Demonstration of leadership vs. passive participation

The course has a final examination covering all units. A passing grade is 80%.
CLASS REQUIREMENTS AND SPACE

The characteristics of the classroom and support facilities have a great impact on the learning environment and the instructor's success or failure. For this course it is advisable for the instructor to adhere as closely as possible to the following guidelines.

EQUIPMENT:

(1) Computer and audiovisual equipment to present PowerPoint® presentations
(2) Appropriate video equipment and screen
(3) Overhead projector if not using PowerPoint

Note: If you're not using PowerPoint you will need to have PowerPoint slides converted to overhead transparency sheets

MATERIALS:

The following materials should be obtained to successfully conduct this course.

(1) Instructor Guide
(2) Samples of ALL RISK incident Action Plans
(3) Pre-Course Workbook (to be mailed to Students 30 days prior to course)
(4) Student Manual for each student
(5) S-339 ALL RISK Job Aid Reference Guide (included in Student Manual)
(6) Division/Group Supervisor Position Task Book (PTB) [included in Student Manual]
(7) Whiteboard, Flip chart, office supplies

Required Student Reference: (Information for students obtaining these references has been included in the student pre-course workbook.)

Field Operations Guide (FOG) ICS 420-1
Incident Command System for Fire Department Structure Fire Operations
Incident Command System – Urban Search and Rescue – Operational System Description (ICS-US&R –120-1)
Incident Command System – Hazardous Materials Operational System Description (ICS-HM-120-1)
NWCG Fireline Handbook, NFES 0065 (with Appendix B, NFES 2165)
Wildland Fire Suppression Tactics Reference Guide, NFES 1256
Aids for Determining Fuel Models for Estimating Fire Behavior, NFES 1574
Interagency Incident Response Pocket Guide, NFES 1077
The following student references may be obtained from the following sources:

California Department of Forestry and Fire Protection
California State Fire Training
1131 S. Street, P.O. Box 944246
Sacramento, CA 94244-2460
Phone: (916) 445-8200    FAX: (916) 445-8162

Field Operations Guide (FOG) ICS 420-1
Incident Command System for Fire Department Structure Fire Operations
Incident Command System – Urban Search and Rescue – Operational System Description (ICS-US&R –120-1)
Incident Command System – Hazardous Materials Operational System Description (ICS-HM-120-1)

FIRESCOPE
Support Services Manager
Operations Coordination Center
P.O. Box 55157
Riverside, CA 92517
Phone: (909) 782-4174

Field Operations Guide (FOG) ICS 420-1
Incident Command System for Fire Department Structure Fire Operations
Incident Command System – Urban Search and Rescue – Operational System Description (ICS-US&R –120-1)
Incident Command System – Hazardous Materials Operational System Description (ICS-HM-120-1)

National Interagency Fire Center
Great Basin Cache Supply Office
3833 South Development Avenue
Boise, ID 83705
Phone: (208) 387-5104
FAX: (208) 387-5573/48

NWCG Fireline Handbook, NFES 0065
Wildland Fire Suppression Tactics Reference Guide, NFES 1256
Aids for Determining Fuel Models for Estimating Fire Behavior, NFES 1574
Interagency Incident Response Pocket Guide, NFES 1077

U.S. Department of Transportation
Research and Special Programs Administration
Office of Hazardous Materials Initiatives and Training
Washington, D.C. 20590-001    Phone: (202) 336-4900    FAX: (202) 336-7342

North American Emergency Response Guidebook
INTRODUCTION TO THE MANUAL

This publication is intended to serve as an instructor guide and includes lesson plans, a slide index, student activities, and quizzes. Suggested application methods have been identified throughout the lessons for you to use during your presentation.

INSTRUCTOR GUIDE

Material on these pages is intended to serve as an outline of instruction in lesson plan form. For each topic identified in the course outline, a lesson plan has been developed that contains: a time frame, level of instruction, behavioral objective, materials needed, references, preparation statement, and lesson content.

- **TIME FRAME**: The estimated duration required for in-class presentation.
- **LEVEL OF INSTRUCTION**: Identifies the instructional level which the material was designed to fulfill. Obviously, you have the latitude to increase the level based on available time, local conditions, and the students' apperceptive base.
- **BEHAVIORAL OBJECTIVE**: The behavioral objective is a statement of the student's performance desired at the end of instruction. You must ensure that enough information is given in the presentation and/or activities to enable the student to perform according to the goal.
- **MATERIALS NEEDED**: This should be a complete list of everything you will need to present the lesson, including visual aids, quizzes, and so on.
- **REFERENCES**: These are the specific references the curriculum development team utilized when developing the lesson plan. In addition, references may be listed as additional study aids for instructors to enhance the lesson -- books, manuals, bulletins, scripts, visual aid utilization plans and the like.
- **PREPARATION**: The motivational statements in this section connect the student with the lesson plan topic through examples or illustrations relating to their occupation, injury, and even mortality. You may modify this section to better fit your students' environment.
- **LESSON CONTENT**: Includes information utilized in the four-step method of instruction.

### TECHNICAL LESSON PLANS

<table>
<thead>
<tr>
<th>Presentation</th>
<th>Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Everything you say or display</td>
<td>Everything the student participates in</td>
</tr>
<tr>
<td>Content</td>
<td>Questions</td>
</tr>
<tr>
<td>Notes</td>
<td>Classroom Exercises</td>
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<td></td>
<td>Audiovisual Cues</td>
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</tbody>
</table>

### MANIPULATIVE LESSON PLANS

<table>
<thead>
<tr>
<th>Operations</th>
<th>Key Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Actions to be performed</td>
<td>The &quot;how&quot; or tricks of the trade</td>
</tr>
<tr>
<td></td>
<td>Safety practices</td>
</tr>
</tbody>
</table>
APPENDIX A – Written Final Examination and Written Final Examination Key

APPENDIX B – Instructor Exams
- Course exams with answer keys.

APPENDIX C – Student Exams
- Course exam masters to copy for your students. Keep these in good condition to use for future classes. Collect these exams after they have been graded and discussed in class. Do not let the students keep them since you will be using the same exams for your next class.

APPENDIX D – Student Exercise Activities – Instructor Key

APPENDIX E – Student Exercise Activities – Student Copy
- Provided as an Instructor Reference. All Student Exercises are contained in the Student Manual.

Additional appendices may be added as necessary to meet minimum course requirements.

State Fire Training gladly accepts your comments and suggestions for future enhancements or revisions to this document. Please forward to:

CDF/State Fire Training
Curriculum Development Division
4501 State Highway 104
Ione, California 95640-9705
COURSE TITLE: INCIDENT COMMAND SYSTEM
S-339 Division/Group Supervisor– ALL RISK

COURSE OBJECTIVES: To...

a. Describe the concepts of a Division and Group as it relates to the position of Division/Group Supervisor.

b. Evaluate students ability to apply Division/Group fundamentals to ALL RISK incidents.

c. Enable the student to prepare for and participate in planning meetings to develop and implement Division/Group objectives.

d. Enable the student to participate in information gathering practices.

e. Enable the student to participate in an Operational Period Briefing and a Division/Group Briefing.

f. Enable the student to manage and adjust to the operations organization.

g. Provide the student with a an understanding of why and when tactics may need to be adjusted.

h. Describe the role of the Division/Group Supervisor in risk assessment and safety management.

i. Demonstrate how to successfully coordinate internal relations.

j. Demonstrate how to successfully coordinate external relations.

COURSE CONTENT: ...............................................................................................................................24:00 HOURS

UNIT 1: COURSE INTRODUCTION
1. Course Introduction .......................................................................................................................... :30
2. Concept of Division/Group ........................................................................................................... 1:30
3. Pre-Course – Work Assignment ................................................................................................. 5:00

UNIT 2: PLANNING
1. Information Gathering ....................................................................................................................... 2:00
2. Briefing ........................................................................................................................................ 2:00
UNIT 3: SUPERVISION
1. Personnel Management ................................................................. 1:00
2. Risk Management ........................................................................ 4:00

UNIT 4: COORDINATION
1. Internal/External Coordination ...................................................... 5:00

WRITTEN TESTING ........................................................................ 1:00
SCENARIO TESTING ........................................................................ 2:00
CALENDAR OF EVENTS

SCHEDULE

Day One

Date: ________________

Introduction

Topics: Welcome and Introduction
        Concept of a Division and Group
        Pre-Course Work Assignment
        Scenario Exercises and Activities

Day Two

Date: ________________

Planning, and Supervision

Topics: Information Gathering
        Briefing
        Personnel Management
        Risk Management
        Scenario Exercise and Activities

Day Three

Date: ________________

Coordination

Topics: Internal/External Coordination
        Scenario Exercises and Activities
        Final Examination
TOPIC: COURSE INTRODUCTION

TIME FRAME: :30

LEVEL OF INSTRUCTION: Level I

BEHAVIORAL OBJECTIVE:

Condition: A written examination

Behavior: Students will be introduced, student expectations will be identified and discussed, and course objectives will be presented. Use of Job Aid and Position Task Book will be explained.

Standard: With a minimum 80% accuracy according to the information contained in S-339 Division/Group Supervisor, ALL RISK, Student Manual

MATERIALS NEEDED:
- Overhead/slide projector/PowerPoint
- Screen
- Easel
- Marking pens
- Division/Group Supervisor Position Task Book (PTB)
- ICS 420-1 Field Operations Guide
- Slides – Unit 1-Topic 1
- Division/Group Supervisor Student Manual Text
- S-339 Job Aid Reference Document
- Student Exercise Sheet 1-1-1 (Student Manual Appendix B)
- Instructor Exercise Sheet 1-1-1 (Instructor Manual Appendix D)

REFERENCES:
- S-430 Operations Section Chief, ALL RISK, FIRESCOPE, June 1999, Unit 1
PREPARATION:

Having students get acquainted and express their expectations of the course will make a smooth transition into the presentation of the course content.

Note to Instructor: Once the trainee Pre-Course Assignments have been returned, it is essential that each be evaluated in order for the Instructor Cadre to identify Pre-Course Work accomplished by those personnel, who by the completeness and quality of their effort, constitute the use of their work as examples in the context of this review process.
I. INTRODUCTIONS

A. Instructors
   1. Brief background

B. Students
   1. Self introductions
   2. Experiences
   3. Why be a Division/Group Supervisor (DGS)?
   4. Student expectations for the course

C. Discuss examination grading standards and expectations for participation in group exercises

II. COURSE PREVIEW AND SCHEDULE

A. Day one - Introduction
   1. Introduction
   2. Concept of a Division and Group
   3. Pre-course Work

NOTE: Once the trainee Pre-Course Work Assignments have been returned, it is essential that each be evaluated in order for the Instructor Cadre to identify Pre-Course Work accomplished by those personnel, who by the completeness and quality of their effort, constitute the use of their work as examples in the context of this review process.

SL 1-1-1
SL 1-1-2
SL 1-1-3
SL 1-1-4
B. Day two – Planning and Supervision
   1. Information gathering
   2. Briefing
   3. Personnel management
   4. Risk management

C. Day three - Coordination
   1. Internal/external coordination
   2. Testing
      a) Scenario Exercise
      b) Written

III. COURSE OBJECTIVE
A. Given a specific ALL RISK Incident situation;
   perform the role of a Division/Group Supervisor as it
   applies to planning, supervision, and coordination

   1. Describe the concepts of a Division and Group
      as it relates to the position of Division/Group
      Supervisor
   2. Evaluate students ability to apply
      Division/Group fundamentals to ALL RISK
      incidents
   3. Enable the student to prepare for and
      participate in planning meeting to develop and
      implement Division/Group objectives
IV. INCIDENT COMMAND SYSTEM

S390 Division/Group Supervisor – ALL RISK

PRESENTATION

4. Enable the student to participate in information gathering practices

5. Enable the student to participate in an Operational Period Briefing and a Division/Group Briefing

6. Enable the student to manage and adjust to the operations organization

7. Provide the student with an understanding of why and when tactics may need to be adjusted

8. Describe the role of the Division/Group Supervisor in risk assessment and safety management

9. Demonstrate how to successfully coordinate internal relations

10. Demonstrate how to successfully coordinate external relations

IV. BACKGROUND OF “ALL RISK” CURRICULUM

A. Diverse cadre of course developers with strong background as DGS’s

B. Rewrite of NWCG curriculum to satisfy California’s ALL RISK needs

1. California’s document is meant to be specific to our needs, if a pure wildland flavor is desirable use NWCG’s curriculum

APPLICATION

SL 1-1-8

SL 1-1-9

SL 1-1-10

SL 1-1-11
V. POSITION TASK BOOK (PTB)

NOTE: Student Manual Appendix C (Review key points)

A. Document completion of critical tasks required of the position as observed by an evaluator

B. Individual departments must individually adopt PTB as their training standard
   1. Integral part of "performance-based" system adopted by the federal agencies

C. To be issued a PTB, the training course for that position must be successfully completed

VI. S-339 JOB AID REFERENCE DOCUMENT

NOTE: Student Manual Appendix C

A. Designed to compliment the PTB
B. On-the-job reference guide
C. ALL RISK document
D. Supplemental texts

VII. CLASS GROUPS

A. Assign students into 3 - 5 groups
   1. Make sure each group contains a variety of students from
      a) Different experience levels
      b) Different agencies
      c) Provide an ALL RISK background to each group

COURSE INTRODUCTION

SL 1-1-12
NOTE: Have students complete Student Exercise 1-1-1, Structure Scenario, contained in Appendix B of the Student Manual. Additional instructor instructions will be found in Instructor Exercise Sheet 1-1-1 contained in Appendix D of the instructor manual.
SUMMARY:
In this unit, students were given an opportunity to introduce themselves and express their expectations for the course. The use of the Job Aid and Position Task Book was discussed. The course objective was discussed and historical background was shared.

EVALUATION:
A written examination given at the end of the course which will require a minimum score of 80% for successful completion.

ASSIGNMENT:
None
INTRODUCTION

TOPIC: CONCEPT OF DIVISION AND GROUP

TIME FRAME: 1:30

LEVEL OF INSTRUCTION: Level II

BEHAVIORAL OBJECTIVE:

- **Condition:** A written quiz
- **Behavior:** The student will confirm a knowledge of the concept of Division and Group Supervisor
- **Standard:** With a minimum 80% accuracy according to the information contained in the Student Manual

MATERIALS NEEDED:

- Chart paper and markers
- Writing board with markers/erasers
- NWCG Fireline Handbook
- Field Operations Guide ICS 420-1
- Instructor Exercise Sheet 1-2-1 – Division Contrast (Instructor Manual - Appendix D)
- Student Exercise Sheet 1-2-1 – Division Contrast (Student Manual - Appendix B)
- Slides – Unit 1 – Topic 2
- Projector/Screen
- NWCG Fire Suppression Tactics Reference Guide

REFERENCES:

- None

PREPARATION:

The Division/Group Supervisor is an extremely important position. As a Division/Group Supervisor, you have the responsibility of directing your assigned resource in the mitigation of the operational objectives for your assigned division or group. This is an important concept as the operational objectives for your division or group are an integral part of the Incident Action Plan. In order to perform as a Division Group Supervisor, you first must know what one is, and what one does. We will now review the concepts of a division and a group.
I. UNIT OBJECTIVES

A. The student will be able to define the basic duties of:
   1. Division Supervisor
   2. Group Supervisor

B. The student will be able to contrast the duties of a DGS with other ICS command positions

C. The student will understand the concept of delegation of duties and authority as it relates to DGS duties

D. The student will develop an understanding of the management skill concepts for a DGS

E. The student will develop an understanding of the supervision concepts of a DGS

II. DEFINE:

A. Division Supervisor
   1. Supervises, coordinates, manages a geographical portion of incident
   2. Under Operations Section Chief (OSC) or Branch Director
   3. Responsible for implementation of assigned portion of Incident Action Plan (IAP)
   4. Responsible for activities within that Division
### INCIDENT COMMAND SYSTEM

**S339 Division/Group Supervisor - ALL RISK**

#### PRESENTATION

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<tbody>
<tr>
<td>a)</td>
<td>Fire control operations</td>
</tr>
<tr>
<td>b)</td>
<td>Flood control operations</td>
</tr>
<tr>
<td>c)</td>
<td>Safety of assigned personnel</td>
</tr>
<tr>
<td>d)</td>
<td>Evacuation</td>
</tr>
<tr>
<td>e)</td>
<td>Rescue</td>
</tr>
</tbody>
</table>

#### APPLICATION

- **What type of activities? EXAMPLES**

#### B. Group Supervisor

1. **Supervises, Coordinates, Manages a Functional Area**

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<table>
<thead>
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<tbody>
<tr>
<td>a)</td>
<td>Structure protection</td>
</tr>
<tr>
<td>b)</td>
<td>Evacuation</td>
</tr>
<tr>
<td>c)</td>
<td>Swift water rescue</td>
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<tr>
<td>d)</td>
<td>Ventilation</td>
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<td>e)</td>
<td>Confined Space</td>
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<td>f)</td>
<td>Rehabilitation</td>
</tr>
<tr>
<td>g)</td>
<td>Water supply</td>
</tr>
<tr>
<td>h)</td>
<td>Health monitoring</td>
</tr>
</tbody>
</table>

- **How does a Group Supervisor differ from a Division?**

- **SLIDE: 1-2-7**

- **SLIDE: 1-2-8**

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*Unit 1 - Topic 2*

*March 17, 2000*
i) Damage assessment

2. Works for OSC, Branch

3. Responsible for Implementation of assigned portion of IAP

**NOTE:** Administer Student Exercise 1-2-1 Division Supervisor Contrast (Instructor Appendix D, Student Appendix B)

**III. CONTRAST WITH:**

A. Strike Team/Task Force Leader (STL/TFL)

B. Operations Section Chief/Branch Director

C. ICT4

D. Group Supervisor

**NOTE:** ICT4 is the (NWCG/NIIMS) classification for an Initial attack Incident Commander.

E. Division Group Supervisor is a **Manager** of multiple resources, both kinds and types. It is less Hands on than STL or TFL

1. They strategically supervise the management of multiple resources of varying kinds and types

   a) Fire Engines
   b) Fire Crews
   c) Dozers
   d) Fire Trucks
   e) USAR Team (s)
   f) Swiftwater Team

**SLIDE: 1-2-9**
PRESENTATION

2. The Division Supervisor is responsible for the implementation of the assigned portion of the Incident Action Plan in a specific geographical area, as well as, frontline supervision and management of frontline resources. Some differences between a Division Supervisor and Group Supervisors, Strike Team/Task Force Leader, ICT4, and Operations Chief/Branch Director include:

a) A Group Supervisor is responsible for the implementation of the assigned portion of the Incident Action Plan of a specific functional area. Functional groups can best be used to describe areas of activity e.g., rescue, water handling, structure protection

b) A Strike Team Leader has like resources, and a Task Force Leader may have a combination of resources and may have a short term assignment to accomplish a specific job.

c) An ICT4 is an initial attack operation supervising the entire incident rather than an extended attack operation

d) Branch/Ops: greater scope of operational responsibility and resource coordination not directly a frontline manager

IV. DELEGATION

A. Span-of-control
1. Is built into the ICS system; it may be adjusted to fit circumstances

2. Definition: Span-of-control is the number of resources or subordinates supervised

B. Reduce your span-of-control whenever practical

C. Recommendation is 5:1

1. Strike Team Leaders
2. Task Force Leaders
3. Other delegation

D. “Segments”

1. Segment – A geographical area in which a task force/strike team leader or a single resource boss is assigned the authority and responsibility for the coordination of resources and implementation of planned tactics
   a) A segment may be a portion of a division
   b) An area inside or outside the perimeter of an incident
   c) Or a fire or group of fires within a complex

2. Segments are identified with Arabic numbers
   a) Example: Division B (1) would be segment 1 on division B

What is “Span-of-control”?

How can you reduce your span of control?

SLIDE: 1-2-11

SLIDE: 1-2-12
NOTE: Not in Common Usage in Calif. at this time, it is a NWCG recognized term

b) Flood operations with weak levee
c) Earthquake rescue with collapse

E. No change of radio identifier or organization would occur

F. Communicate the assignment with:
   1. The individual assigned, clearly
   2. All personnel on the division, (and adjacent division if appropriate)
   3. The Operations Section Chief, Branch Director, and other team members

NOTE: You must keep informed on the situation and progress; you are still responsible for activities within the segment

Name some other types of uses for a segment

Does the assigning of a segment require a change in radio identifier for the resource in charge of that segment or the organizational structure?

SLIDE: 1-2-13

If you assign a segment what steps do you need to take?
V. MANAGEMENT

A. Management Skills

1. Difference between the good, the bad and the UGLY may be the management practices

2. Be proactive
   a. Take control
   b. Demonstrate leadership
   c. Know your duties

NOTE: If it is said or implied that you need to "LEAD, FOLLOW, OR GET OUT-OF-THE-WAY". You are experiencing problems, either personnel or organizational. You are assigned as a Division or Group Supervisor to lead, initiate, and organize

B. Organization

1. Preparation prior to assignment
   a. Training
   b. Experience
   c. "KIT"

Anyone here ever had a particularly "BAD" DGS? WAR STORY TIME

SLIDE: 1-2-14

Take control of the division, demonstrate leadership. How would you "take" control?

SLIDE: 1-2-15
### NOTE:
NIIMS Position Task Book has a **basic** suggested Kit list consisting of: Resource listings; ICS Form 215, Operational Planning Worksheet; Telephone directory (local, assignment specific); Notification requirements; Incident specific reference materials; ICS-410-1, Fireline Handbook; ICS-420-1, Field Operations Guide; Maps; Documentation materials.

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<tr>
<td>2. Tools needed to be organized on incident</td>
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<tr>
<td>a) Briefing/debriefing check sheet (s)</td>
<td></td>
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<tr>
<td>b) F.O.G. ICS 420-1</td>
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<tr>
<td>c) Fireline Handbook</td>
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<td>d) Task book</td>
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<td>e) Forms</td>
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### VI. SUPERVISION

A. See and be seen

1. Be visible

2. Be available

Why do you need to “Be visible” and “Be available”?

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<thead>
<tr>
<th>VI. SUPERVISION</th>
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<tbody>
<tr>
<td>a) To monitor progress</td>
</tr>
<tr>
<td>b) Coordinate activities</td>
</tr>
<tr>
<td>c) Provide the opportunity to communicate</td>
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<tr>
<td>1) Needs</td>
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<td>2) Situation</td>
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### INCIDENT COMMAND SYSTEM

**S339 Division/Group Supervisor - ALL RISK**

### CONCEPT OF DIVISION AND GROUP

#### PRESENTATION

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<tr>
<td>3)</td>
<td>Progress</td>
</tr>
<tr>
<td>4)</td>
<td>Complications</td>
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</table>

#### APPLICATION

**B. Use Controls**

1. A control is a measurement of progress against time (allotted)
   
a) Example: If you have 6 miles of fireline to construct in a 12-hour shift, then you should complete 2 miles in 4 hours

**C. Communicate**

1. **Up:** Your supervisor needs to be updated and may need to adjust resources or plans as dictated by developing circumstances.

2. **Down:** Keep your subordinates informed and get progress and situation updates. Your resources can provide you with situation updates that may affect the implementation of your portion of the plan

3. **Sideways:** Adjacent divisions, groups, and resources need coordination to be effective

---

SLIDE: 1-2-18
SUMMARY:

Before you can become a Division/Group Supervisor, you must be familiar with what a DGS is and what a DGS does.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the introduction section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
TOPIC: PRE-COURSE WORK ASSIGNMENT

TIME FRAME: 5:00

LEVEL of INSTRUCTION: Level II

BEHAVIORAL OBJECTIVE:

Condition: An oral and written evaluation

Behavior: The student will demonstrate knowledge of the Division/Group Supervisor's functional responsibilities

Standard: To the Instructor's satisfaction according to information contained in the Student Manual

MATERIALS NEEDED:
- Writing board with markers/erasers
- Student Manual
- Slides – Unit 1 – Topic 3
- Projector/Screen
- Segment E – Quiz copies for all students (Instructor Manual Appendix B)
- Student Exercise 1-3-1, ICS Map Symbology (Student Manual Appendix B)
- Instructor Exercise Sheet 1-3-1, ICS Map Symbology (Instructor Manual Appendix D)
- Copies of all course required reference documents
- Copy of Trainee Pre-Course Work Assignment

REFERENCES: None

PREPARATION: In order to fulfill the performance expectations of a Division/Group Supervisor, it is essential that information contained in the Pre-Course Work Assignment be thoroughly reviewed and understood.

Note: Instructors need to review all Pre-Course packets before the beginning of the course and select one student scenario from each category in segment "C" which by virtue of it's completeness and quality of work best represents the duties of a Division/Group Supervisor
NOTE: Return Trainee's Pre-Course work packets to them.

Spend approximately one hour discussing segments "A" and "B" of the Pre Course work; As well as any comment, the Instructor(s) have made on the work submitted. Focus particularly on segment "B" - "Incident Command System Quiz", as this will better prepare them for the interaction required in the group exercises. Also, advise them that several trainees will be asked to present their solutions to the scenarios in segment "C" as well as the Incident Action Plan Exercise in segment "D".

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<tr>
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I. REVIEW UNIT OBJECTIVES

A. Provide students with a basic understanding of the responsibilities of a DGS

B. Provide students with a basic understanding of essential management functions required of the DGS

C. Provide students with the basic knowledge of tactical resource allocation

II. SEGMENTS

NOTE: Refer students to Student Manual, Unit 1 -- Topic 3, pages 1-4 “Division/Group Supervisor Expectations” – allow 3 – 5 minutes to read

A. Segment A

1. Part 1: Solicit a random response from trainee's to the question, "What do you expect to learn from this Course?"
a) Discuss and amplify any pertinent elements; to ensure trainee's comprehend learning objectives as they relate to the position description of the Div./Grp.Supervisor

NOTE: Write info on flip chart and save for review at end of class

2. Part 2: Solicit a random response from trainee's for representative statements of "Performance Expectations", that reflect accountability. Ask that trainee's verbalize the best of their 3 prepared statements

a) Discuss and amplify any pertinent elements; to ensure that trainee's collectively comprehend the scope and the focus of the functional responsibilities of the Division/Group Supervisor

B. Segment B. - Part 1: Solicit responses from trainees for each of the 40 questions contained in the Segment "B" Quiz.

1. Discuss and provide feedback for pertinent elements; to ensure that trainee's collectively comprehend the answer/explanation to all questions

2. Adjourn the class for a break, to allow set up time for Segment C Scenario's No. I presentation.

Refer to Segment B Quiz Key in Instructor Manual Appendix B
C. Segment C: SCENARIO'S - Based on your review of the Pre Course assignment, call upon a Trainee who in your estimation has prepared an insightful response to this incident.

NOTE: Ask the trainee to write his/her assignment responses on the board or chart pad while the class is on break.

NOTE: When the class returns, read the scenario to brief the class.

1. Scenario #1
   a) Assignment – Key Points to be reviewed:
      1) Personnel safety assigned to exclusion zone
         Personnel safety assigned to evacuation or sheltering of civilians in place
         Contamination of river water supply
         Threat to domestic livestock, fish and wildlife
         Mitigation of ignition sources
         Severity of vicinity - traffic control
         Exclusion of boating traffic
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor - ALL RISK

PRESENTATION

Security of air space - Exclusions of medical aircraft
Isolation of ICP, Base, Staging

NOTE: Adjourn the class for a brief break to allow set up time for Scenario #2

2. Segment C: Scenario 2

APPLICATION

Refer to Segment C, Scenario #2

Based on your review of the Pre-Course assignment, call upon a Trainee who in your estimation has prepared an insightful response to this incident.

NOTE: Ask the trainee to write his/her assignment responses on the board or chart pad while the class is on break

NOTE: When the class returns, read the scenario to brief the class

Ask the selected trainee to present assignment responses. Initiate group discussion to review key Division/Group Supervisor operational considerations. Limit the presentation and discussion to 20 minutes.

a) Assignment – Key Points to be reviewed:

S3390103.tlp.doc
March 17, 2000
### PRESENTATION

1) Availability of staged/ additional ground resources and E.T.A.
   - Availability of air support and E.T.A
   - What are operational restrictions
   - What is experience level of assigned local government resources
   - What is the fire history
   - What progress has been made and on what
   - Dimensions of the fire
   - What is the current plan
   - Have the property owners evacuated

   b) What is the current fire behavior (rate of spread, direction, intensity) Is there time to initiate a defensive firing operation Can safety of personnel be assured

   c) Flame length and fire line intensity will necessitate indirect tactics
   - Spotting will be sustained

   d) Initiate firing operation, anchored from Frying Pan Creek at Ranch Roads - Prioritize fuel removed in proximity to structures
   - Provide structure protection
   - If available, Air Tac to pre-treat in advance of head
   - Copter(s) to support firing

   e) Air support
   - Dozer
   - Water Tender

   f) Delegate 4675 to supervise firing operations, assign 2160 and 1953
   - Delegate structure protection to 1175 and assign 546
   - Stage Hank's Tender at safe location
### PRESENTATION

Coordinate air support for 4675 and 1175
Communicate plan to OSC with recommendations
For control measures as fire progresses toward Route 95

### Segment D – The Burney Incident

1. Solicit response from Trainee's for each of the 25 questions regarding the Incident Action Plan.

2. Discuss and provide feedback for any pertinent elements; to ensure that trainee's collectively comprehend the answer/explanation to each of the questions.

### Segment E – Map Reading Program

**NOTE:** Duplicate and hand out Segment E Quiz (Instructor Manual Appendix C)

Have trainee's refer to copies of the Map Reading Program Text in the Student Manual (Appendix C)

Instruct trainees to read and study the text and complete the Segment E Quiz

1. When completed solicit response from trainees for each of the 20 questions regarding the Map Reading Program

**NOTE:** Segment E Quiz Key contained in Instructor Manual Appendix B
2. Discuss and provide feedback for any pertinent elements; to ensure that trainees collectively comprehend the answer/explanation to each of the questions.

F. Segment F – ICS Map Symbology

1. Group Activity

Show the PowerPoint Slide 1-3-3 map of the Williams Fire Incident to a vertical surface in the classroom, at eye level.

Refer to Student Exercise Sheet 1-3-1 "Map Symbology" (Student Manual, Appendix B) and Instructor Exercise Sheet 1-3-1 (Instructor Manual, Appendix D)

Ask trainees to assemble facing the Map. Utilizing their Map Symbology Guides or Page No. 10-10 in their F.O.G. as a reference, ask various trainees individually to point to the Symbols/Features that you read from the "Symbology Exercise" list.

NOTE: This exercise may best be facilitated by providing trainees with the use of a pointer.

Summary:

Summarize the key points of Segments E and F.
SUMMARY:
This pre-study packet has been designed to evaluate your readiness to assume the duties of a Division/Group Supervisor, and to allow you to begin to apply ALL-RISK aspects in relation to the concept of a Division/Group Supervisor.

EVALUATION:
The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:
Review your notes and read the programmed map text in order to prepare yourself for the upcoming quiz. Study for the next session.
TOPIC: INFORMATI0N GATHERING

TIME FRAME: 2:00

LEVEL OF INSTRUCTION: Level II

BEHAVIORAL OBJECTIVE:

Condition: A written examination

Behavior: The student will confirm a knowledge of the information gathering

Standard: With a minimum 80% accuracy according to the information contained in the S-339 Trainee Workbook

MATERIALS NEEDED:
- White board and markers
- Handouts
- Slides Unit 2 – Topic 1
- Projector/Screen
- Student Manual
- Student Exercise Sheet 2-1-1 – 201 Exercise (Student Manual, Appendix B)
- Instructor Exercise Sheet 2-1-1 – 201 Exercise (Instructor Manual, Appendix D)
- IAP with a minimum of 4 divisions

REFERENCES:
- Field Operations Guide (FOG)

PREPARATION: A Division/Group Supervisor's job is more than just fighting fire. They may be responsible for any number and kinds of resources. The Division/Group Supervisor also is responsible for assisting the OSC in the development of the IAP for the next Operational Period.
I. OBJECTIVES

A. Know what information should be gathered from time of dispatch to arrival at incident

B. Know how to gather information from an informal briefing

C. Know what information should be gathered from a formal IAP

D. Develop an understanding of information sharing for subordinates and adjoining forces

E. Understand what information is needed for debriefing at the end of an Operational Period

F. Develop an understanding of what information the OSC may want for preparation of next period IAP

II. INFORMATION GATHERING

A. Start gathering incident related information at the time of the request

NOTE: Refer to Student Manual Unit 2 – Topic 2, pages 1-2 (DGS check list)

1. Get as much information about the incident as you can from your agency dispatch
   a) Incident and order 
   b) Reporting times/location and date
   c) Radio frequencies

SLIDE: 2-1-1

SLIDE: 2-1-2

SLIDE: 2-1-3

SLIDE: 2-1-4

SLIDE: 2-1-5
d) Special travel route and restriction.

2. Start the development of the Unit Log (ICS 214)

3. Gather pre-arrival information
   a) AM/FM radio stations
   b) Monitor incident tactical and command frequencies

B. Briefing/Ops/Branch – verbal – no IAP

1. Some of the information that the DGS may need will not be available. This could be for any number of reasons
   a) Some of the more common reasons are:
      1) The incident is in a Transitional Period
         • From initial attack to extended attack
         • From extended attack to major
      2) The incident is escalating faster than the information can be relayed
      3) Previous supervisor did not do their job
      4) Some or all of the general staff functions may not be up or running yet
b) This is no excuse for you to not do your job. In fact, if or when this happens, doing your job becomes much more important.

2. Gathering information
   a) You need to get out to your assignment and develop your own inventory and brief your assigned resources as to what you have found.
   b) ICS Form 201 is an excellent organizational tool for this.

**NOTE:** Refer to Student Manual (ICS Form 201 Unit Log)

3. Determine what are the key safety hazards that you might be dealing with.

Classroom Activity 2-1-1
Break out into groups and have each group come up with 5 safety hazards that may be encountered in the following situations.
(Instructor to show Slide 2-1-10)

**SLIDE: 2-1-10**
Wildland, Earthquake, Flood, HazMat.
Compare student...
4. Examples

a) Wildland – extreme fire behavior or fire weather

b) Earthquake – aftershocks of a certain magnitude

c) Flood – river at a certain flood stage or flow

d) HazMat – multi-chemicals involved

NOTE: Administer student exercise 2-1-1 - 201 Exercise (Instructor Manual Appendix D, Student Manual Appendix B)

C. Formal briefing (IAP)

1. Obtain briefing from either your supervisor or attend the Operational Period Briefing and obtain copies of the current IAP

response with "#4 Examples" (15 minute maximum)
Emphasize importance of being able to recognize and pass on safety hazards during informal briefings

SLIDE: 2-1-11

SLIDE: 2-1-12

SLIDE: 2-1-13

SLIDE: 2-1-14

MALL MAP
2. Read and understand all the pages of the IAP
   a) Known safety hazards
   b) Radio frequencies
   c) Division boundaries

3. Insure that you understand the current objectives and priorities and what time frames you will be required to work under

4. What, if any, contingency plan has been developed

III. INFORMATION COMMUNICATION

A. The early organization, and establishing lines of communication with resources assigned to the division or group is critical
   1. It is a key element necessary to the safe and effective completion of the divisions assigned portion of the IAP

B. Sharing
   1. From you to your assigned resources
   2. From your assigned resources to you
   3. From you to adjoining Divisions/Groups/Resources
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<td>C. Informing</td>
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<td>1. Branch/Ops</td>
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<td>2. Plans</td>
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<td>a) Restat</td>
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<td>b) Sitstat</td>
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<td>3. Logistics</td>
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<td>4. Finance</td>
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<tr>
<td>a) Equipment</td>
<td></td>
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<td>b) Time</td>
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<td>SLIDE: 2-1-18</td>
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SUMMARY:

As stated in the last unit, information gathering and sharing is an important part of the planning process. Good communication skills and capabilities, as well as, knowing what information to gather and pass on are extremely important.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the Planning Section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
TOPIC: BRIEFING

TIME FRAME: 2:00

LEVEL OF INSTRUCTION: Level II

BEHAVIORAL OBJECTIVE:

Condition: A written examination

Behavior: The student will confirm a knowledge of the importance of briefings

Standard: With a minimum 80% accuracy according to the information contained in the S-339 Student Manual

MATERIALS NEEDED:

- Projector/Screen
- White board and markers
- Handouts
- Slides Unit 2 – Topic 2
- Student Manual
- Student Exercise Sheet 2-2-1 - IAP 204 Briefing (Student Manual, Appendix B)
- Instructor Exercise Sheet 2-2-1 - IAP 204 Briefing (Instructor Manual, Appendix D)

REFERENCES:

- FOG and Student Handbook
- IAP from previous unit

PREPARATION:

A Division/Group Supervisor's job is more than just fighting fire. They may be responsible for any number and kinds of resources. The Division/Group Supervisor also is responsible for assisting the OSC in the development of the IAP for the next Operational Period.
I. OBJECTIVES

A. Develop an understanding of division resource briefings

B. Develop an understanding of an assignment line briefing

C. Develop an understanding of what information is needed for debriefing at the end of an Operational Period

D. Develop an understanding of what information the OSC may want for preparation of the next period IAP

II. DIVISIONAL BRIEFING

NOTE: Refer to Student Manual Unit 2 – Topic 2 Page 1 (Division Subordinate Briefing)

A. It is your responsibility to brief all your subordinates prior to going out to the incident

1. LCES

NOTE: Refer to Student Manual Unit 2 – Topic 2 page 2-3 (Form ICS 202 & 204)

2. What are the incident objectives?
   a) ICS 202 (IAP)

3. What are the division priorities?
   a) ICS 204 (IAP)
B. A meeting of your division assigned resource leaders
   1. That is held after the operational briefing
   2. At a location that you designate
   3. Away from the main group

C. In order to insure that the operational objectives are being met
   1. You must guarantee that open, two-way communication is established between yourself (the Division/Group Supervisor) and all of your assigned resources.
   2. The information you gather from your division resources will allow you to provide timely and accurate reports to your supervisor

D. This information flow from you to your subordinates will allow them to work in a safe and effective environment

E. Safety
   1. Obtain from subordinates their state of readiness of crews, fatigue, experience levels, equipment, physical conditions, etc.
      a) How to order incident related medical help

SLIDE: 2-2-6
Go direct or do you need to contact your supervisor?

SLIDE: 2-2-7

SLIDE: 2-2-8
### PRESENTATION

b) Who do you notify of incident related injuries or accidents?

2. All proper personal protective equipment (PPE) for type of incident

3. Lookouts, Communications, Escape Routes, Safety Zones

4. Review state of weather and forecast

5. Travel to drop points or meeting places

6. Discuss rest periods on 24 hour shifts

**NOTE:** Refer to Student Manual Unit 2 - Topic 2 pages 4-23. Have student read "12 Hour Operational Shift."

### APPLICATION

What is expected from them? Shift cycle 12 hr. vs. 24 hr. shift

a) What is the expected shift, and any rest requirements that may be needed

b) 12 vs. 24 hour shifts

**F. Operations**

1. Your expectations of division resources

2. Control – measure of assigned task vs. progress

   a) Periodic updates of progress

   b) Set time frames when reports are needed, min/hr.

3. Significant events (ICS 214)
## Incident Command System

**S339 Division/Group Supervisor – ALL RISK**

### Presentation

<table>
<thead>
<tr>
<th>a) Injury/illness</th>
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<tr>
<td>b) Accident/property damage</td>
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</table>

### Resources

| a) Additional needs – engines, dozers, tech specs |
| b) Air – authority and procedure |
| c) Medical – assign resources to handle division medical emergencies (Division line EMT) |
| d) Excess resources – reassign |
| e) Out of service equipment |

### Insure that everyone knows of any:

| a) Environmental |
| b) Archeological |
| c) Agency specific concerns |

### Logistics

| a) Authority and procedures for supplies |
| b) Accountability |

### Finance

---

**BRIEFING**

**APPLICATION**

Discuss with the class the different types of logistical support that may be needed, and who they may need to contact.
### PRESENTATION

- a) Shift tickets and time reports
- b) Identify location of rental equipment on division

### End of shift procedures

- a) When to leave division
- b) Documentation needs of assigned resources

### NOTE:
Administer student exercise 2-2-1 (IAP 204 briefing - Instructor Manual Appendix D, Student Manual Appendix B)

### III. AT ASSIGNMENT

A. Once on the division, you should brief your assigned personnel again as to specific job assignments, safety, and time frames for completion

B. Now that you have given out the assignments, you need to survey your assignment

1. Check out HAZARDS first
2. Check PRIORITIES and receive input from your staff
3. Make note of any changes from the IAP and report these to your supervisor

What would you use to note these changes?

- a) Any changes to the IAP need to be noted on the ICS 214
4. Be prepared to provide necessary information to your supervisor
   a) Work accomplished
   b) Remaining unfinished tasks
   c) A written projection of resource needs for the next Operational Period
   d) Projected completion time of your primary objectives
   e) Any unusual logistical needs

5. The Division Supervisor must maintain financial accountability
   a) Accountable property should be located, documented and reported to the proper unit for recovery
   b) Make sure shift tickets on any hired equipment are signed

**IV. DEBRIEFING DUTIES**

1. At the end of the Operational Period, there are certain debriefing duties that the Division Supervisor MUST complete prior to going off shift
   a) Brief the on-coming supervisor about what has been accomplished or not accomplished and any other important information about the assignment
b) Division Supervisors should be the last person off the line. You must make sure that everyone you supervise is accounted for.

c) The Division Supervisor must debrief the following sections

**NOTE:** Refer to Student Manual Unit 2 – Topic 2, page 24 (Debriefing Form)

1) Debriefing form
   - An organizational tool for recording, and disseminating information about current Operational Period
   - For planning purposes of next Operational Period

**NOTE:** Refer to Student Manual Unit 2 – Topic 2, page 27 (Completed ICS 215 & 215A)

2) ICS 215
   - Tool used by Plans Section to develop resource list for next Operational Period

3) ICS 215A
   - Tool to identify safety hazards of Tactics proposed for next Operational Period

**NOTE:** Student Manual Unit 2 – Topic 2, pages 25-26 (Next Operational Period Briefing)

**SLIDE: 2-2-15**
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<td>4) OSC/Branch debriefing</td>
<td>SLIDE: 2-2-16</td>
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<tr>
<td>• Progress of division objectives</td>
<td></td>
</tr>
<tr>
<td>• Reconfirm resource needs for next Operational Period</td>
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<td>• Debrief any problems encountered</td>
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<td>5) Resource Unit – debrief any exceptional work by resources</td>
<td>SLIDE: 2-2-17</td>
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<tr>
<td>• To confirm what resources were assigned and the status of all assigned resources</td>
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<td>• Find out what the next day’s assignment may be</td>
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<td>6) Situation Unit</td>
<td>SLIDE: 2-2-18</td>
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<tr>
<td>• Update map as to progress made</td>
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<td>• Provide the weather observations taken on assignment</td>
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<td>7) Finance Unit</td>
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<td>• Follow up on any hired equipment</td>
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<tr>
<td>• Any shift tickets</td>
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<td>PRESENTATION</td>
<td>APPLICATION</td>
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<td>d) Update ICS 214. Complete any personnel evaluations and turn into the Documentation Unit</td>
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SUMMARY:

Briefings are an important part of incident communications. Just as you feel it is important for you to be briefed, it is important to brief your subordinates and on-coming shift relief. Know the plan and communicate the plan.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the Planning Section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
TOPIC: PERSONNEL MANAGEMENT

TIME FRAME: 1:00

LEVEL OF INSTRUCTION: Level II

BEHAVIORAL OBJECTIVE:

Condition: A written examination

Behavior: The student will identify relevant elements of interpersonal dynamics, including team-building, motivation, coaching and leadership

Standard: With a minimum 80% accuracy according to the information contained in the S-339 Student Manual

MATERIALS NEEDED:
- Writing Board, Markers and Eraser
- Student Manual
- Slides Unit 3 - Topic 1
- Projector/Screen

REFERENCES: None

PREPARATION: As a Division/Group Supervisor, you must be able to manage and lead your resources to the extent of completing your operational goals. It is important to understand the basic elements of management and supervision.
I. UNIT OBJECTIVES

A. Student will develop understanding of supervision and personnel management concepts as they relate to the DGS

B. Student will develop a concept for the need of interpersonal dynamics in DGS duties

C. Student will develop an understanding of performance and accountability required to and from a DGS

D. Student will understand span of control concepts

II. INTERPERSONAL DYNAMICS

A. Team building

1. Seven practices of highly effective teams:

   NOTE: Relate these practices to a division briefing

   a) A commitment to a clear mission

      1) Incident objectives

   b) Mutual support, encouragement and accountability

      1) You support division, division supports incident

      2) Accountability is a two way role

   c) Clearly defined roles

      1) Division objectives and assignments
d) Win-win cooperation
   1) Motivational briefing

e) Individual competency
   1) Accountable
   2) Assign to the level of experience

f) Empowering communication
   1) Instructions
   2) Clarification
   3) Feedback

g) A winning attitude
   1) Safety
   2) Positive supervision

B. Motivation

1. Positive motivation implicitly promises some kind of a reward at the end of a task
   a) Examples: peer recognition in briefing for previous day's work

2. Negative motivation implicitly promises some sort of a punishment if the task or assignment is not completed
   a) Praise in public, punish in private

C. Leadership styles
1. Autocratic. It is a one-way street with information flowing downhill

2. Laissez-faire is a go-your-own-way system that relies on all members of the organization working towards a common goal and moving in the proper direction

3. Democratic or participative management is where objectives and organization are established at the top with information constantly flowing up from the bottom as to progress and needs
   a) These needs are then addressed by top management with information then flowing back down the chain

4. A DGS may have to play all of these roles

D. Coaching 5 steps
   1. Prepare the learner
      a) Division briefing
   2. Demonstrate the operation
      a) Go over the IAP
   3. Create a positive atmosphere
      a) Motivation in briefing
   4. Have the learner perform the operation
      a) Give clear assignment/task instructions
   5. Follow up

SLIDE: 3-1-9
SLIDE: 3-1-10
SLIDE: 3-1-11
SLIDE: 3-1-12
### PRESENTATION

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<td>a)</td>
<td>Go out and check</td>
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<td>b)</td>
<td>Required timed check backs</td>
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<tr>
<td>c)</td>
<td>Be a dynamic supervisor</td>
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### APPLICATION

SLIDE: 3-1-13

E. Learning blocks are:

1. Fear of failure
2. Fear of the unknown
3. Fear of change
4. New and specific skills required
5. Large amounts of technical information
6. Fear of appearing incompetent
7. Defensiveness
8. Self doubt

SLIDE: 3-1-14

III. PERFORMANCE ACCOUNTABILITY

A. Performance evaluation

1. Establish standards of performance, generally based on accepted norms
   a) Briefing

SLIDE: 3-1-15

Ask the class what they do when they are coaching people? Write answers on the board
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<td>2. Compare the actual results with the established standards</td>
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<td>a) IAP objectives</td>
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<td>b) Safety standards (215A)</td>
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<td>3. Make adjustments as necessary</td>
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<td>a) Evaluate, re-evaluate, and follow-up</td>
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**B. Performance problems**

1. Corrective action to be recommended in performance evaluation

| a) Training |
| b) Reassignment |
| c) Counseling |
| d) Termination |

**IV. SPAN OF CONTROL**

**A.** Span of control pertains to the number of individuals one supervisor can effectively manage. Maintaining an effective span of control is particularly important on incidents where safety and accountability have top priority.

1. In ICS, the span of control for any supervisor falls within the range of 3 to 7, with 1:5 being the standard ratio

**B.** If span of control is being exceeded, consider:

1. Segmenting
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<tr>
<td>2. Delegation</td>
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<td>3. Appointing an aide</td>
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SUMMARY:

Managing the personnel and resources assigned to your Division/Group is an important aspect of the Division/Group Supervisor duties. Personnel management can be as important as incident management.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the Supervision Section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
TOPIC: RISK MANAGEMENT

TIME FRAME: 4:00

LEVEL OF INSTRUCTION: Level I

BEHAVIORAL OBJECTIVE:

Condition: A written quiz

Behavior: The student will identify the elements of the risk management process, the barriers to situation awareness, the five hazardous attitudes that adversely affect the decision making process, and apply an ongoing risk management process to activities on the division or group.

Standard: With a minimum 80% accuracy according to the information contained in the S-339 Student Manual.

MATERIALS NEEDED:

- Instructor Exercise Sheet 3-2-1, Hazard Assessment (Instructor Manual, Appendix D)
- Student Exercises Sheet 3-2-1 Hazard Assessment (Student Manual Appendix B)
- Overhead/slide projector and screen
- Flip chart, white boards with pens
- Student Manual
- Slides Unit 3 – Topic 2

REFERENCES:

- F.O.G.
- Student Handbook

PREPARATION: The Division or Group Supervisor is responsible for the actions of the resources within the division or group. As a manager, you have the responsibility to carry out your assignment in an effective but safe manner. You must be able to apply an ongoing risk management process in order to identify and mitigate any hazards that may affect the outcome of your given assignment.
I. UNIT OBJECTIVES

A. Student will develop an understanding of risk management and the risk management process

B. Student will develop an understanding of risk assessment and apply it

C. Student will develop an understanding of the concepts of risk control

II. RISK MANAGEMENT

NOTE: As background for this section allow the student time to read the article titled, "NWCG recommends use of new incident safety analysis" in Student Manual Unit 3 - Topic 2, pages 13-16

A. You have the responsibility and the authority to implement a Risk Management Process

1. As a Division/Group Supervisor, you coordinate the activities of a diverse set of emergency resources, each having their own leader

   a) You translate the strategy outlined in the Incident Action Plan into tactical assignments for each resource assigned on your division or group

2. Part of this translation of strategy into tactics means a risk management process must be applied to the decision to commit any resource to an assignment in the hazardous environment

   a) Risks are addressed in a general sense, in the ICS Form 215A and the IAP
b) But a risk management process cannot truly be planned and implemented until you see the work site and associated emergency environment.

NOTE: You must ensure this is done. Explain the ICS Form 215a and process. Refer to Student Manual.

3. In a planning meeting you won't know the actual factors that will be present the next day.
   a) Fire edge location = lookout placement
   b) Resource mix/placement = communication
   c) Fire rate of spread = escape time
   d) Fire intensity = safety zone size

B. WHAT IS RISK MANAGEMENT?

Discussion Question:
Ask trainees how they would establish LCES for an indirect line construction assignment during a planning meeting the day before the assignment.

How can LCES be used in:
Floods, structure fires, earthquakes, hazmat

SLIDE: #3-2-4
1. Risk management
   a) A process of evaluating and mitigating hazards in the work environment

2. Situation awareness
   a) A combination of long held attitudes and knowledge with information gathered from current situation

3. Hazard assessment
   a) Identification and evaluation of hazards

4. Hazard

Class Activity:
Divide students into groups. Provide groups with the list of the risk management process (Slide 3-2-4).

Do not include the definition. Have trainees work in small groups to develop their own definitions for each term. A group spokesperson should present definitions for discussion. Finish by revealing correct definitions as follows in presentation

SLIDE: #3-2-5

SLIDE: #3-2-6

SLIDE: #3-2-7
a) Dangerous situation caused by fire behavior, environment conditions, human actions

5. Risk controls
a) Specific measures established to reduce or eliminate hazards

6. Decision point
a) Go/No Go decision based on whether risk controls established can adequately reduce or eliminate the hazard identified

C. The Risk Management Process

The risk management process presented here is adapted from the U.S. Army operational risk management standards. It is also used in the Interagency Helicopter Operations Guide (IHOG).

1. Situation awareness
a) When you enter any new situation, your previous knowledge and attitudes are combined with the new information you gather to build a new perception for that situation

   1) Remember that you are building a perception. Reality and perception can be different

   2) The more accurate and timely your new information is, the closer your perception will be to the reality

   3) The perception you build is your situation awareness and will be the
foundation on which you base all your decisions.

b) The first objective in this unit dealt with information sources. Good information is the key to good decision making:

1) Gather as much information as possible
   - IAP
   - Briefings
   - Prior shift
   - Adjoining forces

2) Seek accurate information
   - Air resources
   - Ground resources
   - Scouts
   - Field observers

3) Rapid information gathering requires that you know reliable sources, make clear requests, and focus on the task at hand

4) Always scout the fire, hazardous area, working environment yourself
or be sure it has been scouted by competent personnel.

c) Your job aid gives you a basic checklist for information gathering

1) You will develop your own methods that go beyond this checklist.

2) Barriers to situation awareness

- Fatigue
- Time pressure
- Inexperience
- Overconfidence
- Distraction
- Supervisory Pressure
d) These barriers interfere with accurate information gathering and distort the perception of the current situation

2. Hazard assessment

a) Hazard assessment is the identification and evaluation of hazards in the work environment

1) You cannot be expected to know all hazards for every crew, that is a supervisor's job

2) However, you must identify serious hazards or risks to be taken on your division before operations begin

3) Particularly those that would be the result of your tactical assignment decisions.

b) Exercising judgement on the probability of a hazard occurring and its potential severity is inherent in the hazards assessment step

1) As you identify hazards, make notes for the next step in the risk management process

• Remember to assess the potential fire behavior hazards

How do these barriers affect situation awareness?

SLIDE: #3-2-12

SLIDE: #3-2-13
• The environmental hazards
• And the hazards that will result from the tactics used

c) There are several job aids that should be used in the hazard assessment step. The following are primarily used in the wildland setting but can be adapted for use in the “All Risk” environment. Specific ones can be developed for hazardous materials, floods, earthquakes, and others.

1) Look up/Look Down/Look Around Indicator System
2) 18 Watchout Situations
3) 9 Urban/Wildland Watchout Situations
4) 4 Common Denominators of Fatality Fires

III. RISK ASSESSMENT

A. Safety Awareness

1. Talk up the what-ifs to maintain alertness
2. Briefings in times of situation transitions
   a) Here’s what we face
   b) Here’s what I think we should do
   c) Here’s why
d) Here's what I think we should keep an eye on

e) Now talk to me – FEEDBACK

B. Making decisions under stress

1. Know the mission (assignment)
2. Know your authority
3. Know which information elements are essential
4. Preplan contingencies using trigger points
5. Communicate clearly and to the point

C. HAZARD EXAMPLES

1. Wildland Fire: Constructing handline through an area infested with poison oak vs. constructing handline downhill in flash fuels.
   a) The probability for poison oak dermatitus to occur is high (frequent exposure to all crewmembers); but the potential hazard is minor. The probability for a rapid up
slope fire run in flashy fuels to occur is low to moderate (event may occasionally happen); but the potential severity of the hazard is catastrophic.

2. Floods: Sandbagging levee or riverbank before water level reaches flood stage vs. sandbagging the same levee or riverbank as water begins to crest over the top.

3. Urban/Interface - Structure Protection: gaining access to structure via a long driveway overgrown with brush, vegetation up against the building, wood shake roof vs. residence having a driveway that has been brushed back, has turnouts, the proper clearance around the structure, ceramic tile roof.

**NOTE:** Instructor can use other examples such as earthquake collapse, hazardous materials spill. Encourage trainees to look at potential hazards and risks involved in any given situation. This is to promote class discussion and there are no intended right or wrong answers.

**IV. RISK CONTROL**

A. When a hazard is identified, measures must be implemented to reduce or eliminate the hazard.

1. These measures are risk controls
   a) Risk controls can vary from a simple briefing that provides awareness to an elaborate aerial lookout and communications network that provides a warning system.

B. There are several job aids that can be used to help implement risk controls:
1. The Fire Orders
2. LCES System
3. Downhill/Indirect Checklist
4. The 2-in-2 out Rule

C. Personal Protective Equipment (PPE) are basic risk controls
   1. Ensure that required PPE is used at all times

D. The LCES system is the heart of the Fire Orders and can be adapted to the "All Risk" environment
   1. The minimum mandatory risk controls on every assignment should include establishing the LCES System

E. Each emergency situation will dictate what other risk controls must be implemented
   1. The types of risk controls you may use will be as varied as the possible hazards

NOTE: Administer Exercise 3-2-1 Hazard Assessment (Instructor Appendix D, Student Appendix B)

V. DECISION POINT

A. Once you have gathered information
   1. About your division assignment and seen the emergency work environment
2. Assessed the work environment for hazards
3. And determined the required risk controls
4. You must make a decision whether to commit resources to the assignment

B. You should answer YES to three key questions before you begin operations:

1. Can personnel work safely in the emergency environment?
2. Do you understand the strategy and tactics?
3. Has a briefing been given with feedback opportunity?

C. Hazardous attitudes

1. The Federal Aviation Administration (FAA) has identified five hazardous attitudes that adversely affect the decision making process:
   a) Anti-Authority
   b) Impulsive
   c) Invulnerable
   d) Macho
   e) Resignation
2. Problems of hazardous attitudes

**NOTE:** Some problems that should be discussed would include:

a) **ANTI-AUTHORITY** — Disregards procedures and directions.

b) **IMPULSIVE** - Acts without adequate situation awareness

c) **INVULNERABLE** - Does not think about worst-case scenario

**Class Activity:**
Provide the trainees with the list of the five FAA hazardous attitudes contained in

**SLIDE:** #3-2-28

Have students work in small groups to develop a list of the types of problems that can result when supervisors and managers have these attitudes. A group spokesperson should present their problem list for discussion.

**SLIDE:** #3-2-29

How would these attitudes affect personnel on a Div. or Group?

**SLIDE:** #3-2-30
d) MACHO - Overconfident, takes on difficult tasks for admiration

e) RESIGNED - Lets events occur without taking actions

VI. EVALUATING THE PROCESS

A. Leaders earn their pay in this step of the risk management process. You must coordinate the resources working for you so that they can accomplish the objectives of the plan

1. This means you should follow up during an operation to ensure the plan is working

2. Do continuous reevaluation of the operation to make adjustments as the situations changes, and incorporate lessons learned for future use

B. The process is continually applied while you operate in the emergency environment and are exposed to hazardous conditions

1. Whenever your ongoing reevaluation of the operation tells you an adjustment is needed, it should also be a cue to update your situation awareness

2. This puts you back at step one of the risk management process

   a) The emergency environment is dynamic, and this means you must be able to adapt to continuous change

C. Up to this point in your career, you have probably been a direct supervisor of a resource (strike team

Can anyone site examples?

SLIDE: #3-2-31

SLIDE: #3-2-32
leader or crew leader). Despite the title, as a division supervisor, you no longer supervise to accomplish the objective; you must coordinate and manage a number of resources to complete their objectives in order to accomplish the goal. This will put you in a new role.

1. Division/Group Supervisor management strategies
   a) Build understanding with supervisors of assigned resources regarding feasibility of objectives and safety concerns
   b) Assign task force /strike team leaders to direct operations within the division
   c) Use field observers to gather information
   d) Actively solicit feedback from supervisors of assigned resources
   e) Learn who the highly experienced individuals are on your division and utilize their skills

Class Activity:
Give students 10 minutes to write down management strategies or techniques that they would use when directing resources on the Division/Group. Compare with the list that follows in the presentation

SLIDE: #3-2-33

SLIDE: #3-2-34
f) Identify lookout responsibility and learn who these individuals are

VII. RISK MANAGEMENT SUMMARY

A. The quality of your decisions will be based on how accurate your situation awareness is

B. Some of the fire safety guidelines are risk assessment tools to be used within a risk management process

C. Some of the fire safety guidelines are risk control tools to be used within a risk management process

D. You must make an informed Go/No Go decision to commit resources to a given assignment

E. The 5-step risk management process should be a continuous response to your current situation
SUMMARY:

Risk Management is the process of evaluating and mitigating hazards in the work environment. Other elements to this process are situation awareness, hazard assessment, and risk controls. These are important elements to be familiar in the job of a Division/Group Supervisor.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the Supervision Section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
INTERNAL/EXTERNAL COORDINATION

TIME FRAME: 4:00

LEVEL OF INSTRUCTION: Level I

BEHAVIORAL OBJECTIVE:

Condition: A written examination

Behavior: The student will confirm a knowledge of the Division/Group Supervisor's roles and responsibilities as they apply to Planning, Supervision, and Coordination

Standard: With a minimum 80% accuracy according to the information contained in the Division/Group Supervisor, S339 Internal and External Coordination Unit

MATERIALS NEEDED:
- Division/Group Supervisor Task Book
- ICS 420-1 Field Operations Guide
- Projector/Screen
- Slides Unit 4 – Topic 1
- Student Manual
- Student Exercise Sheets 4-1-1 through 4-1-3 (Student Manual Appendix B)
- Instructor Exercise Sheets 4-1-1 through 4-1-3 (Instructor Manual Appendix D)

REFERENCES: None

PREPARATION: Coordinating resources on a division or group has both internal and external coordination requirements. You must be able to coordinate resources within your division/group in order to complete the division/group objectives. You must be able to coordinate with resources outside of the division/group in order to complete incident objectives. Failure to utilize both internal and external coordination could have disastrous effects for both the division/group, and the incident.
I. OBJECTIVES:

A. Demonstrate how to successfully coordinate relations within the fire management organization

B. Demonstrate how to successfully coordinate relations within the division or group

C. Demonstrate how to successfully coordinate the concerns and needs of multiple agency personnel assigned to a division or group

D. Demonstrate how to obtain support for division / group resources from the planning, logistics, and finance/administration sections

II. EXTERNAL COORDINATION

A. Interaction with Command and General Staff

1. Interaction (communication and coordination) with other positions:
   a) In the Operations Section
   b) Other general staff sections
   c) And the command staff

2. Inherent to the tasks of the division / group supervisor

3. The ability to do this effectively will determine your success as a division / group supervisor
NOTE: Administer Student Exercise 4-1-1 Command General Staff interaction (Instructor Appendix D, Student Appendix B)

III. INTERNAL ORGANIZATION

A. We've established the DGS role in relation to other positions in the incident management organization

1. We need to identify the interactions of the DGS with resources specifically assigned to the division or group

2. Some of the division resources assigned could include:
   a. Strike teams
   b. Crews
   c. Bulldozers
   d. USAR teams
   e. Task forces

What resources might be assigned to a division?

SLIDE: 4-1-5

What resources might be found working in or around the division, but not necessarily assigned directly to the division?

SLIDE: 4-1-6
3. Some of those adjoining resources might include:
   a. Air resources
   b. Staging areas
   c. Functional groups
   d. Technical specialists
   e. Field observers
   f. Safety officers
   g. Line EMT’s

B. "ALL RISK" Applications

1. DGS may be utilized in any number of different types of emergency incidents. The following exercise is designed to identify the types of resources a DGS might encounter depending on the type of emergency incident.

 NOTE: Administer Student Exercise 4-1-2 ALL RISK resources (Instructor Appendix D, Student Appendix B)

2. We’ve discussed the relationship between the DGS and the resources that might be assigned to their area of responsibility.

SLIDE: 4-1-7

What other relationships might affect the way you conduct business on your division or within your group?
3. Division Relationships
   a) Adjacent divisions
   b) Groups operating in the same general area
   c) Critical issues or operations **MUST** be coordinated between divisions and groups

4. Coordination Issues
   a) Some operations might include:
      1) Backfiring
      2) Hazardous materials operation or release
      3) Lifting operation
      4) Air operations / rescue
      5) Situation that precludes you from completing your mission

What types of issues or operations might occur that could impact adjacent resources and should be coordinated?

**SLIDE: 4-1-9**

What if you feel that you don't have adequate resources to
## 5. Resource request

- **a)** You can request additional resources
  1. From staging through the OSC
  2. Share resources with adjoining divisions
- **b)** Division boundaries are not painted on the ground
  1. Cooperation between everyone can go a long way toward getting the job done

## 6. Span of Control

- **a)** The concept of span-of-control
- **b)** The scope is from 3:1 to 7:1, with the most effective being 5:1.

What concept limits the number of resources you can effectively supervise?

What do we usually consider to be the optimum ration of subordinates to supervisor?
c) Bring span-of-control into workable limits:

1) Create task forces within the division
2) Identify geographical segments
3) Advise operations of a need for additional divisions

IV. GENERAL STAFF SUPPORT FOR DIVISION

A. We discussed, at length, the DGS position relative to the incident management organization and the methods for completing the assigned mission.

1. DGS also has responsibilities for making sure that assigned resources have the tools and equipment they need to fulfill their portion of an assignment.

B. The DGS must work through the different incident management sections:

1. Plans
C. Problem identification and resolution

1. Problems come in all sizes, shapes and descriptions, (Murphy's Law).

NOTE: Administer Student Exercise 4-1-3 Problem I.D. and Resolution (Instructor Appendix D, Student Appendix B)

V. DIVISION DOCUMENTATION REQUIREMENTS

A. We have spent considerable time discussing the interrelationships between the DGS and

1. The incident management team
2. The resources assigned to the division/group

B. The DGS has a number of documentation responsibilities which include:

1. Shift tickets
2. ICS Form 214 (including where resources were used and for what purpose to address cost apportionment purposes
3. Vehicle inspections

What documentation is required of the DGS in order to make sure that everything is taken care of?

SLIDE: 4-1-13
4. Debriefing forms (for operations and the situation unit)

5. Evaluations (trainees, outstanding performance)

6. Damage assessment / rehabilitation needs

7. F-42

8. FC-33

9. Crew time reports

C. Technical support

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<td>4. Debriefing forms</td>
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<td>9. Crew time reports</td>
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C. Technical support

1. Crew representative

2. Agency representative

3. Strike team / task force leader

4. Crew tech specialists

If you had any specific questions regarding issues such as work/rest cycles or other agency specific requirements, who might be available to answer those questions?
SUMMARY:

It is obvious from the amount of time we have spent on this topic that coordination between the DGS and the incident management organization and the resources assigned to the division/group is critical to a successful outcome of the mission. The better a supervisor is at orchestrating this coordination, the more effective he or she will be.

EVALUATION:

The student will complete a written quiz at a time determined by the instructor.

ASSIGNMENT:

Review your notes and read the Coordination Section of the Student Manual in order to prepare yourself for the upcoming quiz. Study for the next session.
CONCEPT OF DIVISION AND GROUP

1. The ICS position of Division Supervisor works for the _______________ or _______________.

2. The ICS position of Group Supervisor supervises, coordinates, and manages a _______________ area.

3. To reduce the span-of-control of a Division Supervisor a geographical area known as a _______________ may be designated.

4. A _______________ is a measurement of progress against time allotted.

5. You should communicate with _______________, ________________, and _______________.

6. A Division or Group Supervisor is responsible for the implementation of the assigned portion of the _______________ _______________ _______________.

7. Preparation for assignment as a Division/Group Supervisor includes: _______________, _______________, and a Division/Group Supervisor _______________.

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S339Final Exam.doc
March 20, 2000
PLANNING

8. List three items of information needed at the time of request.
   1) 
   2) 
   3) 

9. You will always be provided with a written Incident Action Plan (IAP).
   a. True
   b. False

10. Which ICS Form is a good tool and job aid on initial attack incidents for information gathering and tracking?
    a. ICS 204
    b. ICS 214
    c. ICS201
    d. ICS 202

11. Number these DGS responsibilities in the proper order.
    a. Sleeping arrangements
    b. Debrief with resource unit
    c. Check-in
    d. Brief subordinates
    e. Receive briefing from Branch/Ops

12. Name three persons/groups/or functions that you are responsible to share information with as a DGS.
    a. 
    b. 
    c. 
13. Where would you find the incident priorities in a written IAP?

   a. ICS 201
   b. ICS 202
   c. ICS 214
   d. ICS 204

14. Name the 4 components of L.C.E.S.

   1) 
   2) 
   3) 
   4) 

15. Who is responsible for the implementation of the ICS 204 portion of the IAP?

16. What ICS Form must be used by the DGS to record activities, significant events, assigned resources, etc. on their Division.

   a. ICS 202
   b. ICS 215
   c. ICS 214
   d. ICS 212

17. What is your most important responsibility as a DGS?

   a. Ensuring all assigned tasks are completed
   b. Ensuring fiscal accountability
   c. Identifying environmental concerns
   d. Debriefing with Ops
   e. Debriefing your relief
   f. Ensuring the safety of all assigned personnel
SUPERVISION

18. List the three leadership styles discussed in Unit III.

19. List five of the eight learning blocks discussed in this Unit.

20. Clearly defined roles, a commitment to a clear mission, and a winning attitude are all part of effective
   a. coaching
   b. team building
   c. motivating

21. As a Division Supervisor, you must be able to apply an ongoing ___________ in order to identify and mitigate any hazards that may affect the outcome of your given assignment.

22. Identification and evaluation of hazards in the work environment is known as;
   a. situation awareness
   b. report on conditions
   c. risk management
   d. hazard assessment
23. Match the following statements with the appropriate terms:

a. dangerous situation caused by fire behavior, environmental conditions, human actions
   ____ risk controls

b. a process of evaluating and mitigating hazards in the work environment
   ____ situation awareness

c. Identification and evaluations of hazards
   ____ risk management

d. a combination of long held attitudes and knowledge with information gathered
   ____ decision point

e. specific measures established to reduce or eliminate hazards
   ____ hazard assessment

f. Go/no go decision based on whether risk controls established can adequately reduce or eliminate the hazard identified
   ____ hazard

24. Good information is the key to good decision making.

   a. TRUE
   b. FALSE

25. Fatigue, over confidence, peer pressure, and supervisory pressure are all examples of:

   a. hazard assessment
   b. barriers to situation awareness
   c. road blocks to effective team building
   d. an inexperienced division supervisor

26. The 18 situations that shout watch out are tools to be used for:

   a. Hazard assessment
   b. Risk controls
   c. risk management
   d. decision point
27. When a hazard is identified, measures must be implemented to reduce or eliminate the hazard. These measures are called:

   a. hazard controls
   b. hazard assessment
   c. report on conditions
   d. risk controls

28. The Federal Aviation Administration has identified five hazardous attitudes that adversely affect the decision making process: Identify each of five attitudes. Match each of the five attitudes:

   a. Disregards procedures and directions
   b. Lets events occur without taking actions
   c. Acts without adequate situation awareness
   d. Overconfident takes on difficult tasks for admiration
   e. Does not think about worst case scenario

   ____ Invulnerable
   ____ Macho
   ____ Resigned
   ____ Anti-Authority
   ____ Impulsive

29. The minimum mandatory risk controls on every assignment should include establishing the:

   a. LCES system
   b. ICS system
   c. The 2-in-2 out system

30. Knowing your assignment, your authority, which information elements are essential, are all key factors in:

   a. risk controls
   b. hazard assessment
   c. making decisions under stress

31. The five-step risk management process should be a continuous response to your current situation.

   a. TRUE
   b. FALSE
The Evaluation process is continually applied while you operate in the emergency environment and are exposed to hazardous conditions. Whenever your ongoing reevaluation of the operation tells you an adjustment is needed, it should be a cue to:

a. update your situation awareness
b. apply risk control measures
c. pull out all forces to safety zones
COORDINATION

Select the most correct answer from the choices given.

33. In order to establish a good working-relationship with both incident management and division personnel, the Division Group Supervisor should:
   a. establish operating procedures with incident management and division / group resources prior to the operational period beginning.
   b. address issues as the need arises.
   c. not do anything. Incident management personnel and division/group resources know what to do and what is expected of them.
   d. have division resources come to him/her when they have a question.

34. The ICS 204, Division Assignment is developed by the:
   a. Incident Commander
   b. Operations Section Chief
   c. Planning Section
   d. Logistics Section

35. The Division / Group supervisor is responsible to directly-supervise:
   a. staging areas, air operations, and safety officers
   b. strike team leaders, single resources, and functional groups
   c. field observers, strike teams, and safety officers
   d. fire behavior analysts and other technical specialists

36. What role does the Division/Group Supervisor play in the Operations Briefing?
   a. Receive briefing from Operations Section Chief
   b. Identify him/herself to division/group resources
   c. Receive weather information
   d. Identify incident safety concerns
   e. All the above
37. What documentation must be completed by the Division Group Supervisor at the completion of an operational period?

a. 

b. 

c. 

d. 

38. List some operations that might occur on your division that could have an impact on adjacent resources and should be communicated and coordinated.

a. 

b. 

c. 

d. 

39. If you feel that the assigned resources are inadequate to accomplish your mission, you can:

a. request additional resources from staging through the OSC
b. request resources with adjacent divisions
c. readjust the plan
d. a and b are correct

40. What options do you have if your division/group resources exceed your span-of-control?

a. 

b. 
41. The Division/Group Supervisor is responsible for making sure that assigned resources have the tools and equipment they need to fulfill their portion of an assignment. What section should be contacted to obtain transportation for work crews?
   a. Plans
   b. Logistics
   c. Finance
   d. Liaison

42. Assigned as a Division Supervisor, you have specific questions about the work/rest cycle of a resource. Who might you contact for that information?
   a.
   b.
   c.

43. The 24 hour shift does not require incident personnel to work constantly for 24 hours. Each worker is expected to average around _____ hours of work.
   a. 12
   b. 14
   c. 16
   d. 18

44. What ICS form is used as a basic tracking document that facilitates incident management and personnel briefing?
   a. ICS Form 201
   b. ICS Form 204
   c. ICS Form 214
   d. ICS Form 215
45. "An organizational level responsible for operations in a specified geographical area," defines a(n):
   a. Group
   b. Section
   c. Division
   d. Unit

46. How are resources organized under "Operations" for management purposes?

47. Identify six principle responsibilities of a Division/Group Supervisor.

48. To ensure accountable supervision, Groups should be assigned to Divisions?
   True
   False

49. What is I.C.S. Map Symbology for the boundaries of a Division?

50. In order to facilitate tactical deployment, how are resources tactically organized?
S-339
FINAL
EXAM
KEY
INTRODUCTION

CONCEPT OF DIVISION AND GROUP

1. The ICS position of Division Supervisor works for the OPS or BRANCH DIRECTOR.

2. The ICS position of Group Supervisor supervises, coordinates, and manages a FUNCTIONAL area.

3. To reduce the span-of-control of a Division Supervisor a geographical area known as a SEGMENT may be designated.

4. A CONTROL is a measurement of progress against time allotted.

5. You should communicate with YOUR SUPERVISOR, ADJACENT DIVISIONS/RESOURCES, and YOUR ASSIGNED RESOURCES.

6. A Division or Group Supervisor is responsible for the implementation of the assigned portion of the INCIDENT ACTION PLAN (IAP).

7. Preparation for assignment as a Division/Group Supervisor includes: TRAINING, EXPERIENCE, and a Division/Group Supervisor KIT.
8. List three items of information needed at the time of request.

   1) INCIDENT & ORDER NUMBER
   2) REPORTING TIME, LOCATION AND DATE
   3) INCIDENT RADIO FREQUENCIES
   4) TRAVEL FREQUENCIES
   5) SPECIAL TRAVEL ROUTE OR RESTRICTIONS

9. You will always be provided with a written Incident Action Plan (IAP).
   a. True
   b. FALSE

10. Which ICS Form is a good tool and job aid on initial attack incidents for information gathering and tracking?
    a. ICS 204
    b. ICS 214
    c. ICS201
    d. ICS 202

11. Number these DGS responsibilities in the proper order.

    5 SLEEPING ARRANGEMENTS
    4 DEBRIEF WITH RESOURCE UNIT
    1 CHECK-IN
    3 BRIEF SUBORDINATES
    2 RECEIVE BRIEFING FROM BRANCH/OPS

12. Name three persons/groups/or functions that you are responsible to share information with as a DGS.

    a. ASSIGNED RESOURCES
    b. ADJOINING DGS/GROUPS/RESOURCES
    c. BRANCH/OPS
    Plans (RESTAT)
    (SITSTAT)
    LOGISTICS
    FINANCE (EQUIPMENT & TIME)
13. Where would you find the incident priorities in a written IAP?
   a. ICS 201
   b. ICS 202
   c. ICS 214
   d. ICS 204

14. Name the 4 components of L.C.E.S..
   1) LOOKOUT
   2) COMMUNICATIONS
   3) ESCAPE ROUTES
   4) SAFETY ZONES

15. Who is responsible for the implementation of the ICS 204 portion of the IAP?
   DIVISION/GROUP SUPERVISOR

16. What ICS Form must be used by the DGS to record activities, significant events, assigned resources, etc. on their Division.
   a. ICS 202
   b. ICS 215
   c. ICS 214
   d. ICS 212

17. What is your most important responsibility as a DGS?
   a. Ensuring all assigned tasks are completed
   b. Ensuring fiscal accountability
   c. Identifying environmental concerns
   d. Debriefing with Ops
   e. Debriefing your relief
   f. ENSURING THE SAFETY OF ALL ASSIGNED PERSONNEL
SUPERVISION

18. List the three leadership styles discussed in Unit III.

- AUTOCRATIC
- LAISSEZ-FAIRE
- DEMOCRATIC

19. List five of the eight learning blocks discussed in this Unit.

- FEAR OF FAILURE
- FEAR OF THE UNKNOWN
- FEAR OF CHANGE
- NEW AND SPECIFIC SKILLS REQUIRED
- LARGE AMOUNTS OF TECHNICAL INFORMATION
- FEAR OF APPEARING INCOMPETENT
- DEFENSIVENESS
- SELF DOUBT

20. Clearly defined roles, a commitment to a clear mission, and a winning attitude are all part of effective

a. coaching
b. TEAM BUILDING
c. motivating

21. As a Division Supervisor, you must be able to apply an ongoing _RISK MANAGEMENT PROCESS_ in order to identify and mitigate any hazards that may affect the outcome of your given assignment.

22. Identification and evaluation of hazards in the work environment is known as;

a. situation awareness
b. report on conditions
c. risk management
d. HAZARD ASSESSMENT
23. Match the following statements with the appropriate terms: Use lowercase letters to match.

- a. dangerous situation caused by fire behavior, environmental conditions, human actions
- b. a process of evaluating and mitigating hazards in the work environment
- c. Identification and evaluations of hazards
- d. a combination of long held attitudes and knowledge with information gathered
- e. specific measures established to reduce or eliminate hazards
- f. Go/no go decision based on whether risk controls established can adequately reduce or eliminate the hazard identified

24. Good information is the key to good decision making.
   a. TRUE
   b. FALSE

25. Fatigue, over confidence, peer pressure, and supervisory pressure are all examples of:
   a. hazard assessment
   b. BARRIERS TO SITUATION AWARENESS
   c. road blocks to effective team building
   d. an inexperienced division supervisor

26. The 18 situations that shout watch out are tools to be used for:
   a. HAZARD ASSESSMENT
   b. Risk controls
   c. risk management
   d. decision point
27. When a hazard is identified, measures must be implemented to reduce or eliminate the hazard. These measures are called:
   a. hazard controls
   b. hazard assessment
   c. report on conditions
   d. RISK CONTROLS

28. The Federal Aviation Administration has identified five hazardous attitudes that adversely affect the decision making process: Identify each of five attitudes. Match each of the five attitudes:
   a. Disregards procedures and directions
e. Invulnerable
d. Overconfident takes on difficult tasks for admiration (c) Impulsive
   b. Lets events occur without taking actions
c. Acts without adequate situation awareness (b) Resigned
   c. Acts without adequate situation awareness
   d. Overconfident takes on difficult tasks for admiration (a) Anti-Authority
   e. Does not think about worst case scenario

29. The minimum mandatory risk controls on every assignment should include establishing the:
   a. LCES SYSTEM
   b. ICS system
   c. The 2-in-2 out system

30. Knowing your assignment, your authority, which information elements are essential, are all key factors in:
   a. risk controls
   b. hazard assessment
   c. MAKING DECISIONS UNDER STRESS

31. The five-step risk management process should be a continuous response to your current situation.
   a. TRUE
   b. FALSE
32. The Evaluation process is continually applied while you operate in the emergency environment and are exposed to hazardous conditions. Whenever your ongoing reevaluation of the operation tells you an adjustment is needed, it should be a cue to:

a. UPDATE YOUR SITUATION AWARENESS
b. apply risk control measures
c. pull out all forces to safety zones
COORDINATION

Select the most correct answer from the choices given.

33. In order to establish a good working-relationship with both incident management and division personnel, the Division Group Supervisor should:
   a. ESTABLISH OPERATING PROCEDURES WITH INCIDENT MANAGEMENT AND DIVISION / GROUP RESOURCES PRIOR TO THE OPERATIONAL PERIOD BEGINNING.
   b. address issues as-the -need arises.
   c. not do anything. Incident management personnel and division/group resources know-what to do and what is expected of them.
   d. have division resources come to him/her when they have a question.

34. The ICS 204, Division Assignment is developed by the:
   a. Incident Commander
   b. Operations Section Chief
   c. PLANNING SECTION
   d. Logistics Section

35. The Division / Group supervisor is responsible-to directly-supervise:
   a. staging areas, air operations, and safety officers
   b. STRIKE TEAM LEADERS, SINGLE RESOURCES, AND FUNCTIONAL GROUPS
   c. field observers, strike teams, and safety officers
   d. fire behavior analysts and other technical specialists

36. What role -does the Division/Group Supervisor play in the Operations Briefing?
   a. Receive briefing from Operations Section Chief
   b. Identify him I herself to division ]-group resources
   c. Receive weather information
   d. identify incident safety concerns
   e. ALL THE ABOVE
37. What documentation must be completed by the Division Group Supervisor at the completion of an operational period?

a. SHIFT TICKETS (EQUIPMENT)

b. ICS 214

c. DEBRIEFING FORMS

d. CREW TIME REPORTS

EVALUATIONS
REHABILITATION PAPERWORK

38. List some operations that might occur on your division that could have an impact on adjacent resources and should be communicated and coordinated.

a. BACKFIRING

b. HAZARDOUS MATERIALS RELEASE

c. LIFTING OPERATIONS

d. AIR OPERATIONS/RESCUE

39. If you feel that the assigned resources are inadequate to accomplish your mission, you can:

a. request additional resources from staging through the OSC
b. request resources from adjacent divisions

c. readjust the plan

d. A AND B ARE CORRECT

40. What options do you have if your division/group resources exceed your span-of-control?

a. CREATE TASK FORCES

b. CREATE GEOGRAPHICAL SEGMENTS

ADVISE OPERATIONS
41. The Division/Group Supervisor is responsible for making sure that assigned resources have the tools and equipment they need to fulfill their portion of an assignment. What section should be contacted to obtain transportation for work crews?

a. Plans  
b. LOGISTICS  
c. Finance  
d. Liaison

42. Assigned as a Division Supervisor, you have specific questions about the work/rest cycle of a resource. Who might you contact for that information?

a. CREW REPRESENTATIVE  
b. AGENCY REPRESENTATIVE  
c. STRIKE TEAM/TASK FORCE LEADER  

c. CREW TECHNICAL SPECIALISTS

43. The 24 hour shift does not require incident personnel to work constantly for 24 hours. Each worker is expected to average around ____ hours of work.

a. 12  
b. 14  
c. 16  
d. 18

44. What ICS form is used as a basic tracking document that facilitates incident management and personnel briefing?

a. ICS FORM 201  
b. ICS form 204  
c. ICS Form 214  
d. ICS Form 215
INTRODUCTION

45. "An organizational level responsible for operations in a specified geographical area," defines a(n):
   a. Group
   b. Section
   c. DIVISION
   d. Unit

46. How are resources organized under "Operations" for management purposes?
   BRANCHES, DIVISIONS/GROUPS, SINGLE RESOURCES

47. Identify six principle responsibilities of a Division/Group Supervisor.
   
   CHECK IN AND OBTAIN BRIEFING
   IMPLEMENT I.A.P. ASSIGNMENT
   IDENTIFY ASSIGNED RESOURCES
   REVIEW ASSIGNMENT WITH SUBORDINATES
   ADVISE RESTAT AND COMM UNIT OF RESOURCE STATUS CHANGES
   COORDINATE ACTIVITIES WITH ADJACENT DIVISIONS
   DETERMINE NEED FOR ASSISTANCE
   REPORT HAZARDS, SPECIAL EVENTS TO SUPERVISOR
   ENSURE THAT ASSIGNED RESOURCES ARRIVALS AND DEPARTURES ARE DONE PROPERLY AND IN A TIMELY MANNER, PARTICIPATE IN DEVELOPMENT OF PLANS FOR NEXT OPERATIONAL PERIOD

48. To ensure accountable supervision, Groups should be assigned to Divisions?
   True
   FALSE
49. What is I.C.S. Map Symbology for the boundaries of a Division?

50. In order to facilitate tactical deployment, how are resources tactically organized?

STRIKE TEAMS, TASK FORCES, SINGLE RESOURCES
SEGMENT “B” QUIZ- KEY

Instructions: You are required to complete the following 50 question quiz. Fill-in questions should be completed using brief, concise working. Multiple choice questions should be answered by circling the correct response.

1. Identify the five major functions within the Incident Command System.
   a. Command, Safety, Liaison, Information, Operations
   b. Command, Planning, Safety, Logistics, and Finance
   c. COMMAND, OPERATIONS, PLANNING, LOGISTICS, AND FINANCE
   d. Operations, Logistics, Planning, Support, and Services

2. A Fire Behavior Specialist would be assigned to the ____________ Section of the ICS organization.
   a. Operations
   b. PLANNING
   c. Logistics
   d. Finance

3. Engines, Crews or Dozers are examples of:
   a. Types of Equipment
   b. Types of Strike Teams
   c. KINDS OF STRIKE TEAMS
   d. Equipment Division

4. When Operations has not been established, Staging reports to:
   a. Logistics Chief
   b. Base Manager
   c. INCIDENT COMMANDER
   d. Branch Director
5. Two Engine Companies and one Truck Company with common communications which are put together for an assignment of a temporary nature, under the supervision of an identified Leader, would be an example of a:

a. Strike Team  
b. TASK FORCE  
c. Single Resource  
d. Crew

6. When the incident organization requires more than five Divisions or Groups, what organizational level may be staffed to maintain an acceptable span of control?

a. Section  
b. BRANCH  
c. Strike Team  
d. Task Force

7. The point of contact for assisting or cooperating agencies is the:

a. Logistics Section Chief  
b. LIAISON OFFICER  
c. Information Officer  
d. Staging Area Manager

8. "The reporting and marshaling area for resources not considered available for immediate assignment where primary support activities are performed," defines:

a. Staging  
b. BASE  
c. Command Post  
d. Logistics Section
9. The emergency medical needs of the incident victims (non-emergency responders) are provided by the:
   a. OPERATIONS SECTION
   b. Medical Unit
   c. Planning Section
   d. EMS Services Unit

10. Refueling of apparatus is provided by the:
   a. GROUND SUPPORT UNIT
   b. Supply Unit
   c. Procurement Unit
   d. Refueling Resource Unit assigned to the Operations Section

11. Which of the following does ICS recommend for communications nets?
   a. Command, Logistics, Support
   b. TACTICAL, COMMAND, SUPPORT
   c. Base, Operations, Command
   d. Support, Air-to-Air, Base

12. The Information, Safety, and Liaison Officers comprise which of the following?
   a. COMMAND STAFF
   b. General Staff
   c. Support Staff
   d. Operations Staff
13. Which of the following may not have a Deputy?
   a. Logistics Chief
   b. Branch Director
   c. **STRIKE TEAM LEADER**
   d. Incident Commander

14. Which of the following most accurately describes the duties of the Service Branch Director?
   a. Supervises the Service, Ground Support and Facilities Unit
   b. **SUPERVISES THE COMMUNICATIONS, MEDICAL AND FOOD UNITS**
   c. Supervises the Facilities, Ground Support and Helicopter Service Units
   d. Supervises the Time, Procurement and Ground Support Units

15. Which of the following are designated ICS facilities?
   a. Command Post, Fire Camp, Communications Center and Helispots
   b. **COMMAND POST, INCIDENT BASE, CAMPS, STAGING AREAS, HELIBASE AND HELISPOT**
   c. Command Post, Staging Areas, Incident Base, Message Center, Communications Center and Helispots
   d. Command Post, Operations Center, Incident Base, Staging Areas, Ground Support Facility and Fire Camp

16. The Haz Mat Group Supervisor reports to the **OPERATIONS SECTION CHIEF** and manages Tactical Operations by supervising the three following specific functions within the exclusion zone:

   ASSIGN TACTICAL OBJECTIVES TO RESOURCES
   ENSURE SAFE OPERATIONAL PROCEDURES
   REPORT ON PROGRESS AND RESOURCE STATUS

17. In relation to the Exclusion Zone, De-Con should be located **UPWIND, UP GRADE.**

18. Victims affected by a hazardous material substance should not be released to the Medical Group until they have been **DE-CONTAMINATED.**
19. List six of the twelve basic functions required of the Haz Mat Group Supervisor.

- CHECK IN, OBTAIN BRIEFING FROM SUPERVISOR
- ENSURE ESTABLISHMENT OF CONTROL ZONES, ACCESS CONTROL POINTS/LINES
- RECOMMENDED PUBLIC PROTECTION OPTIONS TO SUPERVISOR
- OBTAIN CURRENT AND PREDICTED WEATHER INFORMATION
- ESTABLISH ENVIRONMENTAL MONITORING FOR CONTAMINANTS AT HAZARD SITE
- ENSURE SITE SAFETY PLAN DEVELOPMENT/ IMPLEMENTED
- CONDUCT SAFETY MEETINGS WITH GROUP
- PARTICIPATE IN DEVELOPMENT OF I.A.P.
- ENSURE COMPLIANCE WITH SAFE OPERATIONAL PROCEDURES
- ENSURE SELECTION/USE OF PERSONAL PROTECTIVE EQUIPMENT
- ENSURE NOTIFICATION OF APPROPRIATE AGENCIES THROUGH I.C.
- MAINTAIN UNIT LOG

20. Identify the three primary "Control Zones" utilized at the scene of a Haz Mat incident?

- EXCLUSION ZONE
- CONTAMINATION REDUCTION ZONE
- SUPPORT ZONE

21. A US&R Type A "Company" Strike Team consists of:

- No. 2 Type I Units with 6 Total Personnel each and a STRIKE TEAM Leader

- Minimum Task Capabilities VEHICLE EQUIPPED FOR REINFORCED CONCRETE, STEEL STRUCTURES, CONFINED SPACE RESCUE

22. A US&R Type "H" Crew Strike Team consists of No. 3 Type 2 Units, with 6 Total Personnel each and a STRIKE TEAM Leader.

23. California State/National US&R Task Force 5 would be assigned the Radio Designator, "CA.-TF5" and would have a personnel compliment of 62 personnel.

24. As a Division Supervisor assigned to rescue operations at an Interstate Highway over-pass collapse, what four Team Managers would you assign to a State/ National Task Force Leader under your supervision?

- SEARCH TEAM MANAGER, RESCUE TEAM MANAGER, MEDICAL TEAM MANAGER, TECHNICAL TEAM MANAGER

25. At the scene of a multiple vehicle fire, located at the lowest of a three level, below ground parking structure, what radio designator would be assigned to the Division Supervisor?

- SUB DIVISION 3
26. What would the Phonetic Radio Designator be for the Division Supervisor assigned to exposure protection to the right of the primary entrance of the fire building?

DELTA

27. As a Division Supervisor in charge of search and suppression on the fourth floor of an office complex, what would your Radio Designator be?

DIVISION 4

28. Radio designation of the supervision of Roof Operations, involving HVAC equipment, ventilation and a possible rescue would be "ROOF DIVISION".

29. As the designated Medical Group Supervisor at the scene of a multi-casualty Incident, your three primary responsibilities are:

TRIAGE, TREATMENT, TRANSPORTATION

30. Responsibility for the Incident Traffic Plan is assigned to?

GROUND SUPPORT

31. How are Divisions established on a Wildland Incident?

CLOCKWISE

32. How are Structure Protection Groups designated? - Provide an Example.

BY MEANS OF A LANDMARK. "BOULEVARD GROUP"

33. Does a Division /Group Supervisor retain responsibility for Out-of-Service Resources?

Yes

NO

34. In an extended attack operation, list your three preferred sources are:

YOUR SUPERVISOR, INCIDENT ACTION PLAN, THE COUNTER PART YOU ARE RELIEVING

35. How many repeater tones are available for use in conjunction with the State travel net?

12
36. Match the following titles with the listed positions by assigning the correct corresponding number.

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<th>TITLE</th>
<th>NUMBER</th>
<th>POSITION</th>
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<td>Agency</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Dozer</td>
<td>13</td>
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<tr>
<td>Fire Behavior</td>
<td>14</td>
<td></td>
</tr>
</tbody>
</table>

37. Should an I.C.P. be mobile or stationary?

STATIONARY

38. In terms of availability; where should staging areas be located?

WITHIN 5 MINUTES OF A LOCATION TO WHICH THEY MAY BE ASSIGNED

39. Define the term "Planned Need".

FOR ASSIGNMENT IN A FUTURE (NEXT) OPERATIONAL PERIOD
40. Assign suffix identifiers to the following strike team resources:

C Type III Engine S /T   A Type I Engine S/T
L Type II Dozer S /T    H Type II Crew S/T
G Type I Crew S/T   K Type I Dozer S /T
SEGMENT "D".

INCIDENT ACTION PLAN:

Instructions: You are required to complete the following 25 question quiz. Fill-in questions should be completed using brief, concise answers.

Study the Burney Fire I.A.P. and answer the following questions:

1. What is the Incident number?
   
   ANS: SHU 4099

2. What is the tactical frequency for contact with Division C?
   
   ANS: TAC 12, 151.460

3. What is the forecasted relative humidity for this afternoon?
   
   ANS: 11% - 16%

4. What are the directions for ambulance response?
   
   ANS: REQUEST FROM BASE. LAND AMBULANCE WILL REPORT TO BASE FOR ESCORT TO SITE

5. What are the release priorities for De-Mob?
   
   ANS: 1. PRIVATE EQUIPMENT
        2. OES
        3. LOCAL GOVERNMENT
        4. USFS
        5. CDF OUT OF REGION
        6. CDF OUT OF UNIT
        7. CDF LOCAL UNIT

6. Where is the remaining open fire line and the closest drop point?
7. What is the name of the individual who can advise the name of the Fire Behavior Analyst?

ANS: DAVE MCNAMARA

8. At what time and at which drop point can a Type II! Engine Task Force be located on Division A?

ANS: 0800 HRS., DROP POINT NO. 1, TF XSH 315 1 C

9. What is the designator of the engine assigned to Helibase?

ANS: ENGINE 30 FROM STRIKE TEAM XSH 315 1C

10. What repeater tone has been identified for the command frequency?

ANS: TONE 5

11. Who is the Division Supervisor of Division Echo?

ANS: R. ARMSTRONG

12. What operation are resources assigned to Division Bravo, committed to?

ANS: MOP-UP 300 FEET

13. Where is Drop Point No. 5?

ANS: AT THE DIVISION BRAVO CHARLEY BREAK

14. What Type Fire Crew Strike Teams are assigned on Division Delta?

ANS: TYPE I

15. What could the Staging Area be named to facilitate its location for out of unit resources?

ANS: CAL-TRANS STAGING
16. What is the name of the Helibase?

**ANS: BLACK RANCH STAGING**

17. How many and what type Copters are available for Division assignment?

**ANS: 2 TYPE II**

18. What is the latitude and longitude for the Helibase?

**ANS: 42 DEGREES 52.50 X IL21 DEGREES 39.00**

19. What tactical frequency has been designated as a "Reserve"?

**ANS: BIFC TAC 2. RX/TX 168.200**

20. What are the predicted wind conditions for mid to late afternoon?

**ANS: RIDGETOP: W-S-W 10-20 MPH, GUSTING TO 22 MPH  
UPSLOPE/UP CANYON N-N-W 3-6 MPH, GUSTING TO 11-14 MPH**

21. What are the re-hab issues with the NEBLETT’S property?

**ANS: REMOVE 4 FENCE POSTS WITH BACKHOE ON BARTLE RD.**

22. In which of the school rooms is the Planning Section located?

**ANS: FACULTY ROOM**

23. What is the approximate elevation at drop point 4?

**ANS: 3836 FEET**

24. On which I.C.S. form should the events of your Division's operational period be noted?

**ANS: ICS 214**

25. Which Interagency Incident Management Team is assigned to this fire?

**ANS: CDF IW 3**
SEGMENT "E" QUIZ

MAP READING PROGRAM QUIZ-KEY

Instructions: You are required to complete the following 20 question quiz. Fill-in questions should be completed using brief, concise answers.

1. What does "Map Scale" indicate?
   ANS: THE RATIO OF THE HORIZONTAL DISTANCE ON THE MAP TO THE CORRESPONDING HORIZONTAL DISTANCE ON THE GROUND.

2. The 7.5 minute quadrangle map scale of 1:24,000 also translates into 1 inch to -feet.
   ANS: 2000

3. How many minutes are contained in a degree?
   ANS: 60

4. When facing due north, the "cardinale point" at 90 degrees to your left would be
   ANS: WEST

5. There are approximately acres in a section.
   ANS: 640

6. Longitude lines run
   ANS: NORTH TO SOUTH

7. Latitude lines run
   ANS: PARALLEL/EAST TO WEST

8. How many square miles are within a Township?
   ANS: 36
9. Township lines run six miles apart and run from to parallel to the principle meridian.

   **ANS: EAST - WEST**

10. Range lines run 6 miles apart and run from to parallel to the principle meridian.

   **ANS: NORTH - SOUTH**

11. If there are 66 feet in a "Chain" how many chains are there to a mile?

   **ANS: 80**

12. A contour line connects

   **ANS: POINTS OF EQUAL ELEVATION**

13. What topographic feature is indicated when contour lines appear to be In contact?

   **ANS: STEEP CLIFF/TERRAIN**

14. The point of "V" shaped contour lines always points

   **ANS: UPSLOPE/UP STREAM**

15. What Is a contour interval?

   **ANS: THE DIFFERENCE IN ELEVATION BETWEEN TWO ADJACENT CONTOUR LINES**

16. What can the estimated percent slope help you determine?

   **ANS: DETERMINES FEASIBILITY OF RESOURCE ASSIGNMENT AND PRODUCTION RATE**

17. What does 30 feet of rise, over 100 feet in horizontal distance indicate?

   **ANS: 30% SLOPE**
18. Correct Compass readings are only possible if the Compass is held

   ANS: LEVEL

19. In order to determine an Azimuth, what steps must be taken? (Select best choice)

   1. HOLD COMPASS AND ALIGN ARROW WITH TRAVEL DIRECTION.
    2. turn 360° dial until needle points north.
    3. read azimuth where the index line meets the dial.

20. The Back Azimuth to 225° would be

   ANS: 450
INCIDENT COMMAND SYSTEM QUIZ

Instructions: You are required to complete the following 40 question quiz. Fill-in questions should be completed using brief, concise working. Multiple choice questions should be answered by circling the correct response.

1. Identify the five major functions within the Incident Command System.
   a. Command, Safety, Liaison, Information, Operations
   b. Command, Planning, Safety, Logistics, and Finance
   c. Command, Operations, Planning, Logistics, and Finance
   d. Operations, Logistics, Planning, Support, and Services

2. A Fire Behavior Specialist would be assigned to the ________ Section of the ICS organization.
   a. Operations
   b. Planning
   c. Logistics
   d. Finance

3. Engines, Crews or Dozers are examples of:
   a. Types of Equipment
   b. Types of Strike Teams
   c. Kinds of strike teams
   d. Equipment Division

4. When Operations has not been established, Staging reports to:
   a. Logistics Chief
   b. Base Manager
   c. Incident commander
   d. Branch Director
5. Two Engine Companies and one Truck Company with common communications which are put together for an assignment of a temporary nature, under the supervision of an identified Leader, would be an example of a:
   a. Strike Team
   b. Task force
   c. Single Resource
   d. Crew

6. When the incident organization requires more than five Divisions or Groups, what organizational level may be staffed to maintain an acceptable span of control?
   a. Section
   b. Branch
   c. Strike Team
   d. Task Force

7. The point of contact for assisting or cooperating agencies is the:
   a. Logistics Section Chief
   b. Liaison officer
   c. Information Officer
   d. Staging Area Manager

8. "The reporting and marshaling area for resources not considered available for immediate assignment where primary support activities are performed," defines:
   a. Staging
   b. Base
   c. Command Post
   d. Logistics Section
9. The emergency medical needs of the incident victims (non-emergency responders) are provided by the:
   a. Operations Section
   b. Medical Unit
   c. Planning Section
   d. EMS Services Unit

10. Refueling of apparatus is provided by the:
    a. Ground Support Unit
    b. Supply Unit
    c. Procurement Unit
    d. Refueling Resource Unit assigned to the Operations Section

11. Which of the following does ICS recommend for communications nets?
    a. Command, Logistics, Support
    b. Tactical, Command, Support
    c. Base, Operations, Command
    d. Support, Air-to-Air, Base

12. The Information, Safety, and Liaison Officers comprise which of the following?
    a. Command Staff
    b. General Staff
    c. Support Staff
    d. Operations Staff
13. Which of the following may not have a Deputy?
   a. Logistics Chief
   b. Branch Director
   c. Strike Team Leader
   d. Incident Commander

14. Which of the following most accurately describes the duties of the Service Branch Director?
   a. Supervises the Service, Ground Support and Facilities Unit
   b. Supervises the Communications, Medical and Food Units
   c. Supervises the Facilities, Ground Support and Helicopter Service Units
   d. Supervises the Time, Procurement and Ground Support Units

15. Which of the following are designated ICS facilities?
   a. Command Post, Fire Camp, Communications Center and Helispots
   b. Command Post, Incident Base, Camps, Staging Areas, Helibase and Helisport
   c. Command Post, Staging Areas, Incident Base, Message Center, Communications Center and Helispots
   d. Command Post, Operations Center, Incident Base, Staging Areas, Ground Support Facility and Fire Camp

16. The Haz Mat Group Supervisor reports to the ___________ and manages Tactical Operations by supervising the three following specific functions within the exclusion zone: ____________________________________________________________________________

17. In relation to the Exclusion Zone, De-Con should be located _________________.

18. Victims affected by a hazardous material substance should not be released to the Medical Group until they have been ____________________________________________________________________________.
19. List six of the twelve basic functions required of the Haz Mat Group Supervisor.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

20. Identify the three primary "Control Zones" utilized at the scene of a Haz Mat incident?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

21. A US&R Type A "Company" Strike Team consists of:

    No. ____ Type ____ Units with ____ Total Personnel each and a ________________
    Leader

    Minimum Task Capabilities ________________________________________________

________________________________________________________________________

22. A US&R Type "H" Crew Strike Team consists of No. ____ Type ____ Units, with ____ Total
    Personnel each and a ____________________________ Leader.

23. California State/National US&R Task Force 5 would be assigned the Radio Designator,
    "CA.-TF5" and would have a personnel compliment of ____________ personnel.

24. As a Division Supervisor assigned to rescue operations at an Interstate Highway over-pass
    collapse, what four Team Managers would you assign to a State/ National Task Force Leader
    under your supervision? _________________________________________________

________________________________________________________________________

25. At the scene of a multiple vehicle fire, located at the lowest of a three level, below ground
    parking structure, what radio designator would be assigned to the Division Supervisor?

________________________________________________________________________

26. What would the Phonetic Radio Designator be for the Division Supervisor assigned to
    exposure protection to the right of the primary entrance of the fire building?

________________________________________________________________________
27. As a Division Supervisor in charge of search and suppression on the fourth floor of an office complex, what would your Radio Designator be?

28. Radio designation of the supervision of Roof Operations, involving HVAC equipment, ventilation and a possible rescue would be

29. As the designated Medical Group Supervisor at the scene of a multi-casualty Incident, your three primary responsibilities are:

30. Responsibility for the Incident Traffic Plan is assigned to?

31. How are Divisions established on a Wildland Incident?

32. How are Structure Protection Groups designated? - Provide an Example.

33. Does a Division/Group Supervisor retain responsibility for Out-of-Service Resources?
   Yes
   No

34. In an extended attack operation, list your three preferred sources:

35. How many repeater tones are available for use in conjunction with the State travel net?
36. Match the following titles with the listed positions by assigning the correct corresponding number.

<table>
<thead>
<tr>
<th>TITLE</th>
<th>NUMBER</th>
<th>POSITION</th>
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<tbody>
<tr>
<td>Staging</td>
<td></td>
<td>1. Unit Leader</td>
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<td>Logistics Section</td>
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<td>2. Manager</td>
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<tr>
<td>Information</td>
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<td>3. Section Chief</td>
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<tr>
<td>Safety</td>
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<td>4. Leader</td>
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<td>Incident</td>
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<td>5. Officer</td>
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<tr>
<td>Deputy Operations</td>
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<td>6. Commander</td>
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<td>7. Director</td>
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<tr>
<td>Resource Unit</td>
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<td>8. Supervisor</td>
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<td>Task Force</td>
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<td>9. Chief</td>
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<td>Communications Unit</td>
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<td>10. Specialist</td>
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<td>Branch</td>
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<td>11. Observer</td>
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<td>Liaison</td>
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<td>12. Representative</td>
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<td>Base</td>
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<td>Ground Support</td>
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<td>14. Analyst</td>
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<td>De-Mob Unit</td>
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<td>Dozer</td>
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<tr>
<td>Fire Behavior</td>
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</tbody>
</table>

37. Should an I.C.P. be mobile or stationary?

38. In terms of availability, where should staging areas be located?

39. Define the term "Planned Need".
40. Assign suffix identifiers to the following strike team resources:

- ___ Type III Engine S/T
- ___ Type II Dozer S/T
- ___ Type I Crew S/T
- ___ Type I Engine S/T
- ___ Type II Crew S/T
- ___ Type I Dozer S/T
BURREY FIRE IAP QUIZ

SEGMENT "D"

INCIDENT ACTION PLAN:

Instructions: You are required to complete the following 25 question quiz. Fill-in questions should be completed using brief, concise answers.

Study the Burney Fire I.A.P. and answer the following questions:

1. What is the Incident number?

2. What is the tactical frequency for contact with Division C?

3. What is the forecasted relative humidity for this afternoon?

4. What are the directions for ambulance response?

5. What are the release priorities for De-Mob?

6. Where is the remaining open fire line and the closest drop point?

7. What is the name of the individual who can advise the name of the Fire Behavior Analyst?

8. At what time and at which drop point can a Type III Engine Task Force be located on Division A?
9. What is the designator of the engine assigned to Helibase?

10. What repeater tone has been identified for the command frequency?

11. Who is the Division Supervisor of Division Echo?

12. What operation are resources assigned to Division Bravo, committed to?

13. Where is Drop Point No. 5?

14. What Type Fire Crew Strike Teams are assigned on Division Delta?

15. What could the Staging Area be named to facilitate its location for out of unit resources?

16. What is the name of the Helibase?

17. How many and what type Copters are available for Division assignment?

18. What is the latitude and longitude for the Helibase?

19. What tactical frequency has been designated as a "Reserve"?

20. What are the predicted wind conditions for mid to late afternoon?

21. What are the re-hab issues with the NEBLETTS property?

22. In which of the school rooms is the Planning Section located?
23. What is the approximate elevation at drop point 4?

24. On which I.C.S. form should the events of your Division's operational period be noted?

25. Which Interagency Incident Management Team is assigned to this fire?
MAP READING PROGRAM QUIZ

SEGMENT "E"

Instructions: You are required to complete the following 20 question quiz. Fill-in questions should be completed using brief, concise answers.

1. What does "Map Scale" indicate?

2. The 7.5 minute quadrangle map scale of 1:24,000 also translates into 1 inch to ______ feet.

3. How many minutes are contained in a degree?

4. When facing due north, the "cardinale point" at 90 degrees to your left would be ________________.

5. There are approximately ________________ acres in a section.

6. Longitude lines run ________________.

7. Latitude lines run ________________.

8. How many square miles are within a Township?

9. Township lines run six miles apart and run from __________ to __________ parallel to the principle meridian.

10. Range lines run 6 miles apart and run from __________ to __________ parallel to the principle meridian.
11. If there are 66 feet in a "Chain" how many chains are there to a mile?

12. A contour line connects ________________________________.

13. What topographic feature is indicated when contour lines appear to be in contact?

14. The point of "V" shaped contour lines always points ________________.

15. What is a contour interval?

16. What can the estimated percent slope help you determine?

17. What does 30 feet of rise, over 100 feet in horizontal distance indicate?

18. Correct Compass readings are only possible if the Compass is held ____________.

19. In order to determine an Azimuth, what steps must be taken? (Select best choice)
   1. Hold compass and align arrow with travel direction.
   2. Turn 360° dial until needle points north.
   3. Read azimuth where the index line meets the dial.

20. The "Back Azimuth to 225° would be ______________________________.
DIVISION/GROUP SUPERVISOR INTRODUCTION

TIME: 15 Minutes

MATERIALS NEEDED:

- Pen or pencil
- Student Exercise 1-1-1

INTRODUCTION:

This exercise is designed as an "Ice Breaking" exercise, and to allow the students to "warm-up" their DGS skills. In addition, it will be used as an evaluation tool to compare behavior changes in student DGS skills as a result of course introduction.

DIRECTIONS:

1. Have students remove exercise 1-1-1 from the Student Manuals.
2. Have students read the briefing form and complete the attached questions.
3. When completed, tell students to set aside exercise until asked to be brought out again later in the course.
4. At the end of the course, have students bring out exercise and reread scenario. Ask them to make any changes they feel appropriate based on information learned in the class. Tell students to indicate any changed answers.
5. Instructors to review exercise after course to evaluate changed behavior effect.
INCIDENT SCENARIOS
EXERCISE 1-1-1

SCENARIO No. 1

As part of an Auto Aid dispatch, you have checked in as overhead responding with the third alarm. You have been assigned by the Operations Section Chief, Division 4 on the Dominican Fire. You are briefed with the following information:

THE STRUCTURE:

This four story wood frame Catholic Convent is 124 years old, consisting of 25,000 square feet, including a full size walk-in attic and basement. The building features classrooms, offices, double occupancy dormitory housing for 136 students, a complete kitchen, dining facility and a Chapel with seating for 225.

CURRENT CONDITIONS:

Time: 1415 Temp: 105-Wind: 12 mph/N.W.

The fire is established in the attic (approx: 180 ft. x 68 ft. x 10 ft.) involving 30% of the interior. Fuel loading consists of books, furniture and clothing. Heavy smoke is visible on the exterior issuing from the eaves, around the entire building and fire is showing from the full length of a strip ventilation cut. Four to six inches of water has collected on the 4th floor.

CURRENT CONDITIONS:

Initial interior attack assignments are approximately one hour old. A truck company has abandoned a strip ventilation operation due to low air and heat stress, and is currently in Rehab.

Two ladder pipes have been deployed at the rear of the structure. One is not yet in operation. One is discharging 600 GPM through a dormer window into the attic.
Three relief Engine Companies are operating on the 4th floor, under a portion of the attic area they believe is not yet involved. They are experiencing difficulty accessing the fire due to the 14 foot ceiling height and the lathe and plaster construction.
RESOURCES COMMITTED:

3 Truck Companies
7 Engine Companies
2 ALS Units | Breathing Support Unit
1 Command Van

RESOURCES STAGED:

2 Engine Companies
1 Truck Company
1 Battalion Chief

ASSIGNMENT:

1. List the questions/concerns you would have based upon the briefing.

2. Based upon your perception, identify and prioritize your objectives.

3. Are your assigned resources adequate to meet your objectives. (Please comment)

4. List additional resources you may require.

5. Outline your resource assignments and organizational structure commensurate with your communication and management needs.
RESPONSE SHEET

1. Questions generated at Briefing

2. Prioritized Objectives

3. Adequacy of Resources
RESPONSE SHEET

4. Additional Resources Required

5. Resource Assignments/ Organizational Structure
DIVISION SUPERVISOR CONTRAST

TIME: 30 Minutes

MATERIALS NEEDED:
- Writing Board/Charts
- Pens
- Student Activity Sheets

INTRODUCTION:

The objective of this exercise is to illustrate that the Division Supervisor must become a manager of multiple resources. They must make a transition from a doer to a manager.

DIRECTIONS:

Divide students into four groups. Assign each group a position from the list below and have them contrast the duties of a Division Supervisor. Allow 10 minutes for the activity. One person from each group will then present to class. Instructor examples of recommended answers are provided below for use in class discussion. Have groups write their responses on chart paper or board.

Group 1 – is to identify the differences between Division Supervisor and Strike Team/Task Force Leader: (ST/TF Leader manages like resources or combinations for specific jobs).

Group 2 – is to identify the differences between Division Supervisor and Ops/Branch Director (Ops/Branch has greater scope of operational responsibility and resource coordination. Not a front line manager).

Group 3 – is to identify the differences between Division Supervisor and ITC4 (Initial Attack Incident Commander). (ITC4 is an initial attack function, supervising an entire incident, relieved prior to extended operations).
Group 4 – is to identify the differences between Division Supervisor and Group Supervisor. (A Group Supervisor is responsible for the implementation of the assigned portion of the Incident Action Plan for a functional area).
ICS Map SymboLOGY

TIME: 30 Minutes

MATERIALS NEEDED:
- Williams Fire Incident Map Slide
- Pencils
- Map Symbology Guide
- F.O.G.
- Pointer

INTRODUCTION:
The ability to use a map and recognize ICS map symbology is a critical skill to the Division/Group Supervisor. This exercise will help reinforce those skills.

DIRECTIONS:
Project the map of the Williams Fire Incident Slide to a vertical surface in the classroom, at eye level.

Ask trainees to assemble facing the Map. Utilizing their May Symbology Guides or Page No. 10-10 in their F.O.G. as a reference, ask various trainees individually to point to the Symbols/Features that you read from the “Symbology Exercise”, Segment F list.

NOTE: This exercise may best be facilitated by providing trainees with the use of a pointer.

Summary:
Summarize the key points of Segments E and F.
SYMBOLOGY EXERCISE

Point to:

1. The Division Break for Golf and Hotel.
   SE OF LAKE MILDRED

2. Where is the point of origin?
   DIV. A, BRANCH I

3. What side of Lake Mildred is the spot fire on?
   N.W. SIDE

4. How much dozer line has been completed on Division Foxtrot?
   1 - 1.5 MILES COMING OFF OF COLLINS RESV.

5. Where is Willow Staging?
   INTERSECTION OF WILLOW GLEN AND MARYSVILLE RD. (NORTH OF COLLINS RESV.)

6. Where can the Water Tenders re-load that are assigned to Division Golf.
   LAKE MILDRED

7. Where is the O.E.S. mobil repeater set up?
   FRANCIS PEAK SE OF DIV. B

8. What is the closest drop point to the CDF station?
   DROP POINT 4

9. Where is the Branch 5 - Branch I Break?
   WEST OF DROP POINT 3
10. How much open line is there on Divisions Delta and Echo?
   **APPROXIMATELY 3 MILES**

11. What is the Wind Speed and Direction?
   **20 – 25 MPH NW**

12. Where is the hot spot on Division J?
   **NE OF BRANCH IV/V BREAK**

13. Where is Finley Helibase?
   **SW OF COLLINS RESV.**

14. Where is Drop Point 3?
   **DIV. A**

15. Where is helispot 1?
   **NORTH OF ORIGIN**
ICS MAP SYMBOLOGY

Suggested for Placement on Base Maps

* Asterisk denotes items to be used on incident briefing maps and incident action plan maps.

**BLACK**
- Highlighted geographic or man-made features
- XXXXXXXX...  - Completed dozer line
- WWWW... - Line breaks completed

**RED**
- Fire origin
- Hazards
- *UNCONTROLLED FIRE EDGE*

**ORANGE**
- *FIRE SPREAD PREDICTION*

**BLACK**
- Planned fire line
- Planned secondary fireline

**BLUE**
- *INCIDENT COMMAND POST*
- *INCIDENT BASE*
- *Camps, spikes etc... (Identify by name)*
- *HELISPTS (Location and Number)*
- *HELIBASES*
- *REPEATERS / MOBILE RELAYS*

**OPTIONALS**
- Telephones
- Firestations
- Water sources (Identify type: ponds, hydrants, cisterns)
- Mobile weather units
- IR ground links
- First aid stations

**BLUE**
- Carbon Canyon
- *STAGING AREAS (Identify by name)*
ICS 201 EXERCISE

TIME: 1:00 Hour

MATERIALS NEEDED:
- Appendix A
- Student Activity Sheet

INTRODUCTION:
The ICS 201 Form is an important incident organizational tool. Its original use was intended for initial attack organization, but it is efficiently utilized on extended attack and major campaign incidents as a way to capture information in a standard format that is usable in briefing, debriefing and tracking assigned resources.

DIRECTIONS:
This exercise is based on a mall collapse and fire caused from a major earthquake. The exercise is based on a limited verbal briefing (face to face or radio) and the incident is in an early transitional state; the first operational period

Break class into groups of 4-5. Have student refer to Student Exercise 2-1-2 (Appendix B, in the Student Manual).

Instructor is to utilize instructor information sheet 2-1-2 (Appendix B Instructional Manual). Instructor is to read "Instructor key" sections at incremental points while students complete the 201 form.

INSTRUCTIONS:
This exercise is to reinforce organizational skills. The use of the ICS 201 form is to capture information in a standard format that is usable in briefing, debriefing and tracking the
assigned resources. Instructions to the groups should include that the form was originally developed for initial attack organization. The exercise is based on a limited verbal briefing (face to face or radio communications) and the incident is in an early transitional stage, the first operations period. Written IAPs would be available during future operational periods.

Instructor Key: Have students read Section A when prompted. Then start ICS Form 201

ICS 201 EXERCISE
Mall Scenario

On September 6, you are dispatched as a Division/Group Supervisor to a nearby jurisdiction. The order number is CA-0-RUU-068281, request #0-75. Your dispatcher advises you that preliminary news reports on the earthquake that shook the region a short while ago registered at 6.6 and that reports of injuries and fires are starting to filter in.

You are told to report to the ICP at Hemet High School, an EOC (Emergency Operations Center) is being set up but is not yet staffed or functioning.

At your arrival at the ICP the Operations Section Chief, B3115, a local battalion chief, assigns you to an outlying mall that has not been treated as a priority and scant information has been received on the status in that division. Some resources including fire, law enforcement, medical, and utility crews are presently believed to be taking action in your division and the OSC gives you a list of the known resources. The OSC advises you that he has a staging area with resources responding but nothing currently available.

Command Net White Fire 3 (FIREMARS) – RX 154.295, TX 153.830
Tactical Net White Fire 2 -154.265

Resource listings from OSC:
HEM TRK-611
HEM ENG-613
RVC ENG-26
RVC SQ-26
You are directed to determine: The situation in the division; Immediate resource needs; Recommendations for future operational periods.

Prior to your arrival at the mall an aftershock rattles the area.

**SLIDE 2-1-11**

**MALL**

**Occupancy:** Discount Warehouse including tire shop
- Supermarket
- 4 retail shops
- 3 offices
- Bank (set away from other structures)

**Date:** September 6,  
**Time:** 1435 hours

**Weather:** Temp. 102 degrees, Wind West/ 13 MPH

Upon your arrival you find smoke showing from the tire shop at the Discount Warehouse, E-613, E-26, and TRK-611 are working the fire.

**SLIDE 2-1-12**

Captain 613 advises you that they have 1 fatality, an elderly woman that was trampled at the exit to the warehouse when the crowd ran out of the building when the quake hit. 8 additional causalities are present in front of the store. Other victims have been transported from the scene. The interior shelving in the warehouse has collapsed and the truck company has not been able to make access for an interior search. Store employees report that some employees and customers are still in the building. The initial attack was made on the fire to limit the spread prior to initiating search and rescue. The water supply is marginal and the sprinkler system in the building is damaged but operable. Captain 613 is cautiously optimistic about the initial attack progress.

The fire resources have been at scene for approximately 90 minutes and additional resources requested have not arrived. Several reports from citizens indicate additional injuries and
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor - ALL RISK

INSTRUCTOR EXERCISE SHEET 2-1-2
INFORMATION GATHERING

damage throughout the mall but with the lack of resources a survey has not been complete. Squad 26 with two firefighters was present earlier but may be committed elsewhere.

A citizen reports a brushfire on the hillside behind the mall.

SLIDE 2-1-13

CAPTURE CURRENT INFORMATION ON ICS201

Instructor Key: Handout ICS201 (A) w/Initial Attack Resources
Pages 1 – 4 discuss any variations between slide and handout and 201’s with groups.

Section B – Have student read Section B, then update the 201

After you contact the OSC on command net and give a situation briefing the OSC advises that resources are arriving at staging and to place your request through him.

MAKE THE RESOURCE ORDER AND CAPTURE ON THE ICS201

Instructor Key: Hand out updated ICS201 (B) w/Requested Resources. Emphasize the requested resources are only a suggestion and a part of the resource request should have been based on communication with Captain 613’s needs, communication with OSC to decide if the wildland fire was assigned under Division M, and a very quick survey of immediate area of the Mall by the DGS.

Have students read Section C, then update Form 201.

Instructor Note:
Regardless of the student group resource order the OSC will assign: Engine Strike Team RVC 6001A, ETA 1600 hours; RVC Breathing Support (BS)-26, ETA 1615; Hemet Med. Team, ETA 1610.

Section C - The OSC advises he will give you limited resources and will order (IF ANY) the additional resources. You are told that available in or responding to staging are:

1 Type 3 USAR Company; 2 Type 1 Engine Strike Teams; 1 Type 3 Engine Strike Team; 3 Type 2 Engines (single increment); 2 Paramedic Units; 1 Type 2 Breathing Apparatus
Support; 1 Medical Team (Hospital Formed); 1 Type 1 HazMat Company; 1 35-ton crane; 1 Front loader on a transport; 2 Type 1 Water Tenders.

Some overhead have arrived and Branches are being established to provide span-of-control. Your division is identified as Div M under Branch II.

UPDATE THE RESOURCE ORDER AND ADJUST THE ASSIGNMENTS OF DIVISION RESOURCES

Instructor Key: Hand out updated ICS 201 (C) w/Resource changes. Discuss differences between Handouts and Student 201's.
7. SUMMARY OF CURRENT ACTIONS

1435 Hrs

T616, E26, E613 Initial Attack on Fire in
Time Shop X-MART Warehouse Water
Supply problems

1 Fatality @ Scene; 8 Victims still
present, Additional Victims in Area,
Probable Victims still trapped in
Warehouse.

After shock felt after leaving ICP.
Complete Survey for Mall not done
### Resources Summary

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<th>ETA</th>
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</tbody>
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**Appendix D**

Page 9
INCIDENT BRIEFING

1. INCIDENT NAME: INCIDENT BRIEFING
2. DATE PREPARED: 9/6/00
3. TIME PREPARED: 14:30

4. MAP SKETCH

- Supermarket
- Xmart Warehouse
- Tire Shop
- Bank

5. PREPARED BY (NAME AND POSITION):

6. PAGE 1

7. Appendix D
Page 10
**7. SUMMARY OF CURRENT ACTIONS**

**1435 Hrs**

**Incident**

- T618, E26, E613 Initial Attack on Fire in
  - The Shop
  - SMART Warehouse
  - Water Supply problems

- 1 Fatality @ Scene, 8 Victims still present, Additional Victims in Area
- Probable Victims still Trapped in Warehouse
- After shock felt after leaving ICP
- Complete Survey not done

**Resource Order**

- 3 Engs
- 2 Truck Co
- 1 BA Support
- 2 Squads
- 1 USAR Co
- 4 ALS Ambulances
6. CURRENT ORGANIZATION

INCIDENT COMMANDER

PLANNING

OPERATIONS

LOGISTICS

DIV. E-613
DIV. E-26
DIV. T-611
DIV. S9-26

AIR

- AIR OPERATIONS
- AIR SUPPORT
- AIR ATTACK
- AIR TANKER COORD
- HELICOPTER COORD
### 5. RESOURCES SUMMARY

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</table>

- ENGINES
- TRUCKS
- BA Support
- Squad

**ALS Ambulance**

**USAR**

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**Appendix D**

**Page 13**
INCIDENT BRIEFING

1. INCIDENT NAME: HEMET
2. DATE PREPARED: 9/26
3. TIME PREPARED: 1430
4. MAP SKETCH

- Supermarket
- Bank
- Warehouse
- Tire Shop

INSTRUCTOR EXERCISE SHEET 2-1-2
INFORMATION GATHERING

PAGE 1
## 7. SUMMARY OF CURRENT ACTIONS

**1995 Hrs**

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<th>3-82</th>
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1 Fatality @ Scene; 8 Victims still present. Additional Victims in Area. Probable Victims still trapped in Warehouse.

Aftershock felt after leaving ICP. Complete Survey for Mall not done.

- Resource Order: 3 Engs, 1 Truck Co
- 1 BA Support; 2 Squads; 1 USAR Co.
- 4 ALS Ambulance

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**5. INFORMATION GATHERING**

Appendix D

PAGE 15
6. CURRENT ORGANIZATION

INCIDENT COMMANDER

PLANNING

OPERATIONS

LOGISTICS

[Diagram showing organizational structure with divisions and branches]

DIV.

E-6/3

E-26

T-6/1

S9-26

Appendix D
Page 16
### RESOURCES SUMMARY

<table>
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<tr>
<th>RESOURCE IDENTIFICATION</th>
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HAZARD ASSESSMENT/RISK CONTROLS/MITIGATION

TIME: 1:00 Hour

MATERIALS NEEDED:
- Slides
- Projector, screen, white board
- Pens or flip chart

INTRODUCTION:

As a Division or Group Supervisor, you have the responsibility for the safety of all personnel within your division or functional assignment. You must be able to assess hazards quickly and apply risk control measures to mitigate those hazards.

DIRECTIONS:

Show slides and read the corresponding scenario description (appendix d). After each slide and description, ask the trainees to do a hazard assessment that identifies potential hazards and then to determine risk controls that would mitigate the hazards identified. This can be done in small groups or as an individual exercise. Have one person from each group present their list to the class for discussion.

This exercise should encourage class interaction, as there are no single correct answers. Instructors should be prepared to facilitate discussion on a range of solutions for each scenario. The main focus of the exercise should be to prompt trainees to view situations from the perspective of a division supervisor in order to handle risks on your assignment from a management level.
All Risk Division/Group Supervisor
Slide Narratives

SLIDE # 1: FLOOD RESCUE -

You have been assigned to a flood incident as a Division Supervisor. Your division includes a mobile home park that has flooded, with people unable to get out on their own. Your objective is to safely evacuate those people still trapped by the rising waters. Upon your arrival at your assignment you see that the local fire department has already begun the evacuation. You identify yourself as the Division Supervisor and advise personnel that they are now under your command on this particular division.

HAZARD ASSESSMENT?

RISK CONTROL / MITIGATION?

SLIDE # 2: ROOF PICTURE OF A COMMERCIAL BUILDING

You have been dispatched to a working structure fire in a commercial building. Upon your arrival, you see smoke showing from the front of the building and fire equipment arriving on scene. You report to the Incident Commander and you have been assigned the Ventilation Group Supervisor. One engine, and one truck company have been assigned to you. You make your way up to the roof and here is what you see.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

SLIDE # 3: WILDLAND FIRE WITH TWO OR THREE HOUSES IN FOREGROUND

You have been assigned the Structure Protection Group Supervisor on a wildland fire. Two strike teams of type 3 engines, one local government task force, one strike team of dozers are assigned to you. There are 12 to 15 houses in the path of the fire, with 2 or 3 houses in immediate danger.
HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

**SLIDE # 4: WILDLAND FIRE – FIRING OPERATIONS**

You have arrived at a wild land fire incident one hour after the start of the operational period. You are assigned as Div. D and are told that your assigned equipment are already on the division, and that one of the strike team leaders is the acting Div.Sup until your arrival. The tactical objective of your division is to fire out approximately two miles of line and hold it at the road. You have two strike teams of type 3 engines, one strike team of hand crews assigned to Div. D. As you arrive, you see that firing operations have already begun.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

**SLIDE # 5: BUS OVER CLIFF**

A bus carrying 15 to 20 passengers failed to negotiate a curve and plunged down a 75 ft. cliff. You have been assigned the Rescue Group Supervisor. You are looking down on the bus. There is no vehicle access from the bottom.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?
ICS 204 EXERCISE

TIME: 1 Hour

MATERIALS NEEDED:

- As class size requires, 1 complete IAP per trainee group and 1 for the instructor
- Division Subordinate Briefing Form (handout #2)

INTRODUCTION:

As a Division/Group Supervisor, you are responsible for the briefing of all division/group assigned personnel. Briefings must be viewed as a continual process of providing your personnel with information as it develops. Throughout the operational period, you may conduct several briefings. Your initial division/group briefing must immediately follow the operational briefing, away from other distractions at a site specified by you. Your second briefing should be conducted (at a location specified by you) after reaching the assignment location, debriefing the off-going Division/Group Supervisor and reviewing the actual situation as you find it.

DIRECTIONS:

A. Divide the class up into groups of 4 or 5 students
B. Provide each group with an Incident Action Plan (IAP) and assign each group a different location
C. Have each group review the IAP with the intent of conducting a briefing for their assigned personnel
D. Reference the provided Division Subordinate Briefing Form and the information out of the IAP to ensure a complete briefing.
E. Have each group appoint a spokesperson to conduct the briefing. Briefing may be given to the entire class.
INTERACTION OF DIVISION/GROUP SUPERVISOR WITH COMMAND AND GENERAL STAFF

TIME: :30 Minutes

MATERIALS NEEDED:

- Command/General Staff position Description Reference

INTRODUCTION:

The instructional design for this exercise provides for three presentation alternatives. The Course Coordinator and Lead Instructor should select the best method to present this unit, based on the availability of qualified personnel and funding.

The purpose of this exercise is to discuss the interaction between the Command/General Staff and the Division/Group Supervisor. This should be an interactive discussion that identifies topics and coordination needed by the Division/Group supervisor to accomplish the assignment.
ALTERNATIVE #1: PANEL DISCUSSION

DIRECTIONS:

Provide a panel of qualified Command and General Staff personnel. It is important that the following positions are represented:

Incident Commander
Planning Section Chief
Logistics Section Chief
Finance/Administration Section Chief
Operation Section Chief
Safety Officer

Note: If possible, an Air attack Group Supervisor or Air Branch Director should be included in the panel.

Panel Member Directions:

You should give a brief overview of your section or position and discuss how you interact with the Division/Group Supervisor. You should facilitate a discussion with the students to draw out and reinforce points where interaction is important, how problems can arise and how they can be resolved. Do this by asking questions and if necessary, singling out students to respond.

PANEL MEMBERS SHOULD UTILIZE COMMAND / GENERAL STAFF POSITION REFERENCE SHEET TO ENSURE THE RESPONSES ARE CORRECT AND COMPLETE.
ALTERNATIVE #2: INTERACTIVE EXERCISE

MATERIALS NEEDED:

Command/General Staff Position Description Reference
Flip Charts
Pens

DIRECTIONS:

In this exercise, students should identify and discuss coordination between Sections and the Division/Group Supervisor.

Divide students into groups of 4-5.

Instruct students to identify working relationships and coordination that the DIVS must develop with other Sections. These sections are:

Command Staff (Incident Commander, Safety, and Information Officers)
Planning Section
Logistics Section
Finance/Administration Section
Operations Section (including Air Operations)

Allow adequate time, no less than 30 minutes, for each group to develop lists for all Command/General Staff positions including unit leaders.

Ask each of the groups to develop their lists around a different section, i.e. Group 1-Logistics, Group 2-Planning, etc.
After each group has presented its solution have the other groups add to or comment.

INSTRUCTORS NEED TO MONITOR AND CONTROL FEEDBACK AND ENSURE THE RESPONSES GIVEN ARE CORRECT AND COMPLETE.

THE INSTRUCTOR SHOULD UTILIZE THE COMMAND/GENERAL STAFF POSITION REFERENCE SHEET.
ALTERNATIVE #3: DIRECT EXCHANGE OF INFORMATION BETWEEN STUDENTS AND INSTRUCTOR

MATERIALS NEEDED:

Command/General Staff Position Description Reference Sheet

DIRECTIONS:

Alternative #3 is the least preferred alternative. It should be used only if the results of the pre-course work indicate the students have a satisfactory understanding of ICS concepts and position responsibilities.

Using this method, the Instructor(s) may identify each of the functional sections within ICS.

Directly question the students as to the type of interaction they could expect with each section as a Division/Group Supervisor.

The Instructor may request voluntary responses to general questions or select students to answer.

UTILIZE THE COMMAND/GENERAL STAFF POSITION REFERENCE SHEET TO ENSURE THE RESPONSES ARE CORRECT AND COMPLETE.
COMMAND / GENERAL STAFF POSITION DESCRIPTION REFERENCE

COMMAND STAFF

Incident Commander:

The Division / Group Supervisor may/or may not have direct contact with the IC. The IC would provide:

- Broad direction
- Policy interpretation

Safety Officer and Assistants:

Risk assessment and mitigation, such as trees and snags, hazardous materials, transportation, etc.

LCES

May exercise authority to stop and prevent unsafe acts

Accident/Incident investigations

May act as a second set of eyes and ears for the Division / Group Supervisor

Other Command Staff:

Depending upon the specific situation/incident, you may have occasion to interact or coordinate with other command staff positions, such as:

Information Officer:

Media interaction

Human Resource Specialist:

Civil Rights, EEO, Sexual harassment or other personnel issues.
OPERATIONS SECTION

Operations Section Chief/Branch Director

Gives the Division / group supervisor tactical direction, specific assignments, timelines, schedules, evaluation

Calculation of incident mitigation resource requirements

Allocation of resources

Assistance with logistical problems

Briefings and exchange of information for operational period planning

Acts on information on hazardous situations and significant events

Appraisal of current situation to include:

What needs to be done

What remains to be done

Accomplishments and progress

Personnel and equipment requirements

Tactical and logistical air needs

Estimated time needed to complete operations

Logistical support needs, to include: food, water, sanitation, camps, transportation

Other Operational Personnel (except Air):

Dependent upon resources assigned and other situations, you will manage and/or coordinate with other operations personnel.

Group Supervisors- you may have multiple groups assigned or working in/or adjacent to your division. You may coordinate and/or direct these resources.
Staging Area(s)- you could have a staging area on or adjacent to your division with resources staged and/or reporting to that area.

Coordinate with adjacent division supervisors to share resources if needed and to identify division boundaries.

When conducting hazardous operations that may affect adjacent divisions or groups, it is CRITICAL to coordinate with them.

You will need to continually interact with strike teams, task forces, and other resources assigned to your division/group.

Air Operations

Tactical air operations:

Most of your interaction on the tactical side will be with the Air Tactical Group Supervisor (ATGS) and the Helicopter Coordinator or individual helicopter pilots while engaged in close tactical support. This interaction will generally be in the form of radio transmissions giving tactical directions to these people.

DIRECTIONS:

Priorities in the division/group

Points of contact

Mission

Direction

Target identification

Mission effectiveness

Size-up, incident behavior, incident location, LCES, hazard identification

Communications relay

Reconnaissance (visual and infrared)
Logistical air support:

Generally this is the transport of personnel, equipment and supplies to and from the assignment. This interaction normally is with the helibase manager or the air support group supervisor.

Personnel, equipment and supply transport to helispots

Supply and resupply to tactical assignments

Point of contact

Location

Radio frequency

Timing

Reconnaissance

Medical

Medivac: Critical evacuation by air

Air evac: Non-critical transportation by air

PLANNING

Most of the interactions will take place with the Planning Section Chief's subordinate staff rather than the Planning Section Chief.

Resource Unit Leader

Maintains current incident resource status including transportation and support vehicles and personnel

Handles check-in function

Assembles task forces and strike teams

Prepares the assignment list (ICS form 204)
Make resource status changes

Situation Unit Leader

Incident prediction and probabilities (behavior, perimeter, size, weather)

Maps and photo services

Incident perimeter

Infrared imagery interpretation

Traffic routes and drop point locations

Helispots

Transportation system information

Situation status

Weather

Perimeter

Infrared imagery services

Incident observations

Summary/Status of accomplishments

Documentation Unit Leader

Copying and duplication services

Files (narratives, ICS Form 214, and other forms)

Demobilization Unit Leader

Preparation of demob plan
Check out procedures

Technical Specialists

There could be a number of technical specialists that you could interact with or that could be assigned to your division/group.

Fire behavior analyst

Meteorologist

Training Specialist

Rehabilitation Specialist

USAR

Hazardous materials specialist

Seismologist

Other specialists as needed

LOGISTICS

Your interaction and coordination with the logistics section is critical for accomplishment of the job. Most of the interactions will take place with the logistics section chief's subordinate staff rather than the Logistic Section Chief.

Supply Unit Leader

Establishes times, methods by and locations where supplies are to be delivered and returned.

Tactical items

Logistical items (include rations)

Arranges availability of/identifies need for specialized tools and equipment

Identifies needs in advance, if possible
Issues, inventories, account for and returns equipment and supplies

Ground Support Unit Leader

Support and transportation Vehicles

Crew transports

Overhead vehicles

Service rigs

Tactical vehicles and support, e.g., engines, dozers, tenders, excavators, cranes, etc.

Fueling, maintenance and repairs

Transportation plan

Signing

Drop points

Road systems

Water sources

Safety

Road conditions

Speeds

Dust

Alternate routes and drop points

Communication Unit Leader

Obtain radios, cellular phones, batteries, antennas, etc.

Assign and approve frequencies
Tactical and logistical
Resolve communications problems
Maintain, repair and replace radios
Coordinate message center operations

Facilities Unit Leader
Base/Camp establishment, maintenance and organization
Site location and layout
Sanitation
Lighting
Sleeping areas
Showers
Security

Food Unit Leader
Meals
Caterer (contract administration)
Kitchen
Hot food containers
Sack lunches
Fruit
Juices and drinks
Potable water
Medical Unit Leader
Paramedics, EMTs and other medical staff
Preventative care
First aid treatment
Medications and medical supplies
Evacuations
Ambulance
Air
Comp-for-injury documentation

FINANCE / ADMINISTRATION
Most of the interactions will take place with the finance section chief's subordinate staff rather than the finance section chief.

Time Unit Leader
Personnel time recording
Commissary

Procurement Unit Leader
Procurement and contract administration
Information and contracts and agreements
Equipment time recording
Payment documents
Local vendors
Compensation / Claims unit Leader

Comp-for-injury documentation processing

Written authority for persons requiring medical treatment

Claims investigation and documentation

Potential areas where claims could arise
"All Risk" Incident Resources Utilized by the Division / Group Supervisor

TIME: :30 Minutes

MATERIALS NEEDED:

- Flip Charts
- Pens

INTRODUCTION:

The division / group supervisor may be utilized in any number of different types of emergency incidents. The resources assigned to a division / the type and size of the incident will certainly dictate group. Often times, the type of resources used are only limited by the imagination of the division / group supervisor.

DIRECTIONS:

A. Divide the class up into groups of 4 or 5 students

B. Assign each group one incident type:
   - Flood
   - Earthquake
   - Fire
   - Hazardous Materials Release
   - Mass Casualty Accident

C. Each group will identify different types of resources that could be assigned to a division / group for their type of incident

D. Have each group appoint a spokesperson to present their findings

E. Utilize reference: Resource needs for "All Risk" applications for possible incident resources.
RESOURCE NEEDS FOR "ALL RISK" APPLICATIONS

Potential solutions to resources that might be assigned to a division / group on various incident types.

Flood:

Swift water rescue team
Boats
Department of water resources
Law enforcement
Emergency medical services
Various task forces
Rapid intervention teams
Air resources

Earthquake:

USAR
Law enforcement
Public works
Emergency medical services
Fire suppression
Air resources
Hand crews
Technical specialists

Fire:

Fire suppression
Law enforcement
Emergency medical services
Air resources

Haz Mat:

Fire suppression
Hazardous materials response teams
Health department
Law enforcement
Technical specialists
Emergency medical services
Air operations

Mass Casualty:

Fire suppression
Emergency medical services
Law enforcement
Problem Identification & Resolution

TIME: 30 Minutes

MATERIALS NEEDED:
- Flip Charts
- Pens

INTRODUCTION:
Problems come in all shapes and sizes. (Murphy's Law) A division / group supervisor is faced with numerous problems on all incidents. This exercise will help the student identify where in the incident management organization they can resolve a variety of problems.

DIRECTIONS:

A. Break the class into groups of 4 or 5 students.

B. Give each group a problem which may be encountered by a division / group supervisor that would be mitigated by interaction with another incident management section.

Some potential problems could include:
- Contract equipment arrives on the division without having checked in
- An injury occurs on the division
- Fuel shortage or equipment breakdown
- Property damage by equipment the renders the equipment our of service
- Hand crew request air lift of drip torches and drip mix

C. Have each group identify what section(s) they would have to deal with to remedy their problem.
D. Have each group appoint a spokesperson to present their findings.

E. Utilize PROBLEM IDENTIFICATION AND RESOLUTION REFERENCE for potential answers.
Problem Identification And Resolution Reference

Potential solutions to problem solving exercise:

1. Contract equipment arrives on division without having checked in:
   - Plans unit - check-in
   - Resource unit
   - Logistics - ground support
   - Finance - procurement

2. Injury occurs on division:
   - Operations
   - Logistics - medical unit
   - Safety
   - Finance - compensation / claims

3. Fuel shortage / equipment breakdown
   - Logistics - ground support
   - Operations
   - Plans - resource unit

4. Property damage by equipment that renders the equipment out of service:
Finance - compensation / claims

Logistics - ground support

Operations

Safety

5. Crew requests air lift of drip torches and drip mix:

Operations - helibase

Logistics - supply unit
Ground support
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor - ALL RISK

FINAL SCENARIO ACTIVITY INSTRUCTOR INSTRUCTIONS

TIME: 2:00 Hours

MATERIALS NEEDED:

- Pen or pencils, paper for students
- PowerPoint Scenario briefing slides
- PowerPoint Branch Scenario questions
- Appropriate Branch/Division student scenario question sheet
- Appropriate Branch/Division Instructor scenario question key sheet
- Scenario IAP for every activated Division/Group

INTRODUCTION:

The final exercise is based on a major earthquake in Southern California called the Hemet Complex. The complex is comprised of three branches consisting of multiple all-risk incidents. The students will assume the role of Division/Group Supervisors in order to mitigate various incidents on the complex.

DIRECTIONS:

1. Break the class into groups of 4-6 students and hand out a Hemet Complex IAP to each group. Utilizing the IAP and the Scenario briefing PowerPoint program, give the class a briefing on the Hemet Complex.

2. After the briefing, assign each group to one of two division/groups in either:
   a. Branch I (Division A, and Medical Group)
   b. Branch II (Division M, and N)
   c. Branch III (Division Y, and Z)
1. (If more Division/Groups are needed to facilitate smaller student groups or a larger class, the IAP has been created with additional staffed Divisions/Groups. Scenario questions specific to the appropriate Branch may be reused.)

3. Handout student scenario question sheets specific to each Division/Group. Allow approximately one hour for the students to discuss and answer the questions.

4. Once all questions have been answered use the PowerPoint scenario question slides to project the questions for the entire class, and allow the students from each Division/Group to present their answers to the question.

5. Utilizing the instructor scenario question key, the instructor is to critique each groups answers based on the recommended answers provided.
Hemet Complex
BRANCH I
Division A (Train Derailment)

It is September 7, 2000, 0520 hrs, you have just checked in at the Hemet complex as a Division/Group Supervisor, CA00RRU068281, Request O-24

You are told to attend the morning operational briefing at 0600 hrs. You are surprised to hear your name called as the Division A Supervisor.

Division A has been added to the IAP to manage the train derailment that has occurred as a result of yesterday's earthquake.

The derailment occurred late last night (0135hrs) and details are still unclear.

Night operations reports that multiple locomotives, rail cars, and tank cars have derailed. Two railroad employees are still unaccounted for at this time. Four transients were extracted from the wreckage and transported to the hospital. The rescued transients have reported that a total of 9 persons were in various rail cars.

A number of rail cars have spilled their load on the ground. Several tank cars are reported overturned and leaking unknown products.

One of these tank cars had reportedly caught on fire in the last hour for reasons unknown and is still burning.

Several thousand gallons of diesel fuel has spilled out of one of the over turned locomotives and is spreading down a dry wash.

1) Identify your self to the assigned division resources
2) Brief all assigned personnel after the operational briefing
3) Have assigned resources rendezvous at a location close to the assignment for the on line briefing
QUESTIONS:

1) Using job aids, list actions to be taken (in order of priority):

2) At 10:00 hrs, Operations has assigned Tim Robbins from Southern Pacific As the Assistant Haz Mat Safety Officer.

3) At 1030 hrs, Captain Pangborne from the HazMat unit advised you that they need front-end loader to assist with their operations.

4) At 1045hrs, Mr. Robbins informs you that a Site Safety Plan needs to be developed for the HazMat.

5) At 1230, a front end loader from DeSilva Trucking arrives. The driver has no idea who ordered him or where he is to go.

6) You over hear on the radio that there is a USAR Team in staging. You know from your recon that you still have a possible rescue situation.

7) Chief Kilmartin from the Engine Strike Team advises you that they have Recovered a body from the train.

8) A news crew comes to you and is requesting to take pictures of the train crash.

9) Determine your resource order for the next operational period.
HEMET COMPLEX
BRANCH I
Medical Group

STUDENT INFORMATION:

BUS OVER THE SIDE SCENARIO
BRANCH 1: MEDICAL GROUP SUPERVISOR

You have been ordered as a Division/Group Supervisor on the Hemet Complex. You are on order # CA-ORUU-068281 request O-12.

After checking in at the Hemet Base, You are assigned to Branch 1 as the Medical Group Supervisor. Branch 1 Director, G. Hart, provides you with the following briefing:

A school bus transporting 38 members of the Fresno Unified High School Marching Band was traveling on SR 74, 2 miles west of Hemet when the driver took evasive action to avoid colliding with a large boulder in the roadway. This action caused the driver to lose control and the bus overturned, sliding down a steep bank. This Incident was reported to Branch 1 to be in or adjacent to Division B.

An initial report from a civilian calling from a cell phone at the scene states that the driver and 3 or 4 others were ejected and are fatally injured. These victims are lying halfway down the embankment. The bus is on its side, with diesel fuel discharging into a nearby creek.

1. Using job aids: List the actions to be taken: (In order of priority)

2. The engine on scene requests a large tow truck.

3. The engine captain on scene report the bus has a ruptured fuel tank and approximately 20 gallons of diesel fuel has been discharged into the creek.

4. You have four confirmed fatalities at the site.
5. Division A calls and reports a firefighter has been exposed to an unknown liquid leaking from one of the tank cars.

6. A News Crew from ABC-TV, Channel 7 arrives on scene and demands an interview with "the person in charge."

7. Due to a fire assignment the previous day the engine crew at the Incident has been on shift for 36 hours.

8. A tow truck arrives on scene and says he can pull the bus upright with his winch, stopping the fuel leak. He has not been ordered by the Incident.

9. Determine your resource order for the next operational period.
Hemet Complex
BRANCH II (Urban Branch)
Division M, N,

STUDENT INFORMATION:

You have been assigned as a division supervisor on the Hemet Complex.

At the morning operational briefing you are assigned to Branch II as a DGS. The Division consists of urban areas including the older sections of town. The area includes transportation routes and borders the San Jacinto River. You are one of three (3) division supervisors assigned. The damage to buildings and infrastructure is very obvious. Your assigned resources are listed on your division's ICS 204, along with control operations and special instructions. You and your resources will be working a 24-hour shift.

1) Identify yourself to the assigned division resources.
2) Brief all assigned personnel after the operational briefing.
3) Have assigned resources rendezvous at a location close to the assignment for the on-line briefing.

QUESTIONS: - DIVISION M

1) Using job aids, list actions to be taken in the order of priority.

2) 0720 hrs., Jim Fox, a local contractor, arrives on scene with a front loader and dump truck. He has no order or request number and states he is "Volunteering" his equipment to help his community and demands an assignment.

3) A local hardware store contacts you and tells you that a fire truck last night needed batteries for their flashlights and "Requisitioned" them at the hardware store with a promise to pay later.

4) The LAC Engine Strike Team has 1 engine that is out-of-service overheating.
5) There were no lunches in BASE for your personnel at the beginning of the shift. You need to order food and drinks for this operation period.

6) RVC Squad 11 reports to you that he has been involved in a non-injury accident with property damage to both vehicles.

7) A crewmember on Hand Crew La Cima 1 has a back injury.

8) A firefighter from engine strike team KRN 5026B has been exposed to a hazardous material resulting in skin irritation and breathing difficulty.

9) Determine your resource order for the next operational period.

QUESTIONS: - DIVISION N

1) Using job aids, list the actions to be taken in the order of priority.

2) A firefighter from strike team LAC 1101A has a heat related injury unable to walk unassisted. The engine company is providing treatment.

3) You are working the division and find 2 firefighters working in smoke from a structure fire without SCBA's.

4) Resources arriving at your division are advising you of problems with the bridge on Soboba Street that crosses the San Jacinto River and question the safety of using it.

5) An unescorted news crew is at a collapsed apartment building and wants to make entry into the structure.

6) The strike team leader from RVC 6001-A tells you that due to emergency activity, some of the engine company personnel assigned to the strike team have only had minimal rest in the previous 48 hours.

7) At 0720 hrs., Jim Fox, a local contractor arrives on the scene with a front loader and operations dump truck. He has no order or request number and states that he is "volunteering" his services, Operations says to put him to work.
8) John Gordon from Bullet Water Tender reports to your division, for an assignment. The water tender is not shown on your IAP.

9) Determine your resource order for the next operational period.
Hemet Complex
BRANCH III
Wildland Fire
DIVISION Y, Z

STUDENT INFORMATION

You have been assigned as a division supervisor on the Hemet Complex.

At the morning operational briefing, you are assigned to Branch III as a DGS on the Ramona Fire. The wildland fire started on 9/6/00 at approximately 2236 hours (See map A). You are one of two (2) division supervisors assigned and can see the fire (See map B) actively burning in the hills to the southwest. Your assigned resources are listed on your division's ICS 204, along with control operations and special instructions. You and your resources will be working a 24-hour shift.

1. Identify yourself to the assigned division resources.
2. Brief all assigned personnel after the operational briefing.
3. Have assigned resources rendezvous at a location close to the assignment for the online briefing.

QUESTIONS: - DIVISION Y

1) Using job aids, list actions to be taken: (In of priority order)

2) At 1030 Mark Williams on Dozer 31R, request #E-11, reports to you at the origin. The dozer was assigned by Cps and arrived from Staging (it is not on your IAP) The dozer has been inspected and is ready for work.

3) 0920 John Gorden from Bullet Water Tender reports to your division for assignment, the water tender is not shown on the IAP.
4) At 1107 John Hawks, operator of the transport that delivered Dozer 31R, advises you that while turning the transport around, he backed off the road and damaged a culvert and fence. The paint on the low boy trailer and one clearance light was the only transport damage.

5) A firefighter from E-3180 has been stung by a bee and is swelling up. She does not know if she is allergic to bees.

6) The Bullet Water Tender (HIRED EQUIPMENT) needs fuel. It is parked at the origin.

7) Hand Crew Bautista 1 needs 250 gallons of drinking water delivered halfway up the Div. Y.

8) You are walking your division and find 2 firefighters on the line without fire shelters.

9) Determine your resource order for the next operational period.

QUESTIONS: - DIVISION Z

1) Using job aids, list actions to be taken in order of priority.

2) Hand Crew Bautista 2 needs 18 lunches delivered to the line.

3) A firefighter with a heat related problem, unable to walk unassisted, is 1000 yards north of Hemet Butte.

4) Resources arriving at your division are advising you of severe dust problems on the access road to the division.

5) An unescorted news crew is at the origin and wants to make entry into the fire area.

6) At 0920 hrs., John Gordon from Bullet Water Tender reports to your division for assignment. The water tender is not on your IAP.

7) You are walking your division and find 2 firefighters on the line without fire shelters.
8) Bob Bell off the hired dozer comes to you complaining that no one has signed his shift ticket. He states that he has been working on the fire since the start.

9) Determine your resource order for the next operational period?
Hemet Complex
BRANCH I
DIVISION A (TRAIN DERAILMENT)

INSTUCTOR KEY

It is September 7, 2000, 0520 hrs, you have just checked in at the Hemet complex as a Division/Group Supervisor, CA00RRU068281, Request O-24

You are told to attend the morning operational briefing at 0600 hrs. You are surprised to hear your name called as the Division A Supervisor.

Division A has been added to the IAP to manage the train derailment that has occurred as a result of yesterday’s earthquake.

The derailment occurred late last night (0135hrs) and details are still unclear.

Night operations reports that multiple locomotives, rail cars, and tank cars have derailed. Two railroad employees are still unaccounted for at this time. Four transients were extracted from the wreckage and transported to the hospital. The rescued transients have reported that a total of 9 persons were in various rail cars.

A number of rail cars have spilled their load on the ground. Several tank cars are reported overturned and leaking unknown products.

One of these tank cars had reportedly caught on fire in the last hour for reasons unknown and is still burning.

Several thousand gallons of diesel fuel has spilled out of one of the over turned locomotives and is spreading down a dry wash.

1. Identify your self to the assigned division resources
2. Brief all assigned personnel after the operational briefing
3. Have assigned resources rendezvous at a location close to the assignment for the on line briefing

QUESTIONS:

1. Using job aids, list actions to be taken (in order of priority):
   - Debrief off going Division Supervisor
   - Inspect division to identify safety hazards and problem areas
   - Implement mitigation (LCES) measures
   - Identify goals and steps to meet IAP goals
   - Set priorities to meet goals
   - Determine adequacy of assigned resources (kind, type and number)
   - Assign, direct, manage and control, division resources
   - Develop contingency plan in the event that the IAP is no longer valid

2. At 10:00 hrs, Operations has assigned Tim Robbins from Southern Pacific as the Assistant Haz Mat Safety Officer.
   - Brief Mr. Robbins, start a shift ticket and assign him, log on ICS 214

3. At 1030 hrs, Captain Pangborne from the HazMat unit advised you that they need front-end loader to assist with their operations.
   - Order loader from logistics and make arrangements for it to be delivered to the proper location, log on ICS 214.

4. At 1045hrs, Mr. Robbins informs you that a Site Safety Plan needs to be developed for the HazMat.
   - Contact Operations and Safety for their input and let Mr. Robbins develop Site Safety Plan, Log on ICS 214

5. At 1230, a front end loader from DeSilva Trucking arrives. The driver has no idea who ordered him or where he is to go.
Contact Logistics to verify which trucking firm is delivering the front end loader to your Division. If it is DeSilva, start shift ticket, log on ICS 214.

6. You overhear on the radio that there is a USAR Team in staging. You know from your recon that you still have a possible rescue situation.

   Contact Operations or Operations Branch Director to confirm the availability of the USAR Team and if available, order it for your Division. Log on your ICS 214.

7. Chief Kilmartin from the Engine Strike Team advises you that they have Recovered a body from the train.

   Determine the location, request medical support from the Medical Group, request law enforcement to stand by with body prior to transport, log on ICS 214, and advise OSC or OBD

8. A news crew comes to you and is requesting to take pictures of the train crash

   Notify OSC/OBD and the Information Officer, **entry may only be denied if there is a threat to safety or it hampers fire and rescue operations.** Provide a safety briefing to the news crew and document on ICS 214

9. Determine your resource order for the next operational period.

   Student(s) should be able to justify resource request and how the order was developed.
HEMET COMPLEX  
BRANCH I  
Medical Group

INSTRUCTOR KEY:

BUS OVER THE SIDE SCENARIO  
BRANCH 1: MEDICAL GROUP SUPERVISOR

You have been ordered as a Division/Group Supervisor on the Hemet Complex. You are on order # CA-ORUU-068281 request O-12.

After checking in at the Hemet Base, You are assigned to Branch 1 as the Medical Group Supervisor. Branch 1 Director, G. Hart, provides you with the following briefing:

A school bus transporting 38 members of the Fresno Unified High School Marching Band was traveling on SR 74, 2 miles west of Hemet when the driver took evasive action to avoid colliding with a large boulder in the roadway. This action caused the driver to lose control and the bus overturned, sliding down a steep bank. This Incident was reported to Branch 1 to be in or adjacent to Division B.

An initial report from a civilian calling from a cell phone at the scene states that the driver and 3 or 4 others were ejected and are fatally injured. These victims are lying halfway down the embankment. The bus is on its side, with diesel fuel discharging into a nearby creek.

1. Using job aids: List the actions to be taken: (In order of priority)
   - Debrief with resources on scene
   - Assess situation, identify hazards and problems
   - Implement mitigation measures (LCES)
   - Identify goals and objectives
   - Set priorities to meet goals
2. The engine on scene requests a large tow truck.
   Group Supervisor should contact either Ground Support or Logistics Chief to order.
   Document on ICS form 214.

3. The engine captain on scene report the bus has a ruptured fuel tank and approximately 20 gallons of diesel fuel has been discharged into the creek.
   Should order a Haz Mat Unit. Notify Ops/ Fish and Game.
   Document on ICS form 214.

4. You have four confirmed fatalities at the site.

5. Division A calls an reports a firefighter has been exposed to an unknown liquid leaking from one of the tank cars.
   Dispatch Ambulance/paramedics with a Haz Mat Unit if available, if not order one.
   Document on ICS form 214.

6. A News Crew from ABC-TV, Channel 7 arrives on scene and demands an interview with “The Person in Charge.
   Notify Ops of the situation. Ask the Media what they need, see if you can accommodate. Document on ICS form 214.

7. Due to a fire assignment the previous day the engine crew at the Incident has been on shift for 36 hours.
   Try to provide relief for crew by replacing with other equipment if possible.
   Document on ICS form 214.

8. A tow truck arrives on scene and says he can pull the bus upright with his winch, stopping the fuel leak. He has not been ordered by the Incident.
   Contact Logistics and see if there is an ETA for the tow truck ordered earlier, contact Ops of the situation. Ask if Ops and Logistics wants to sign up the tow truck. Document on ICS form 214.
9. Determine your resource order for the next operational period

Students should be able to justify resource request and how the order was developed.
Hemet Complex  
BRANCH II (Urban Branch)  
Division M, N,

INSTRUCTOR KEY:

You have been assigned as a division supervisor on the Hemet Complex.

At the morning operational briefing you are assigned to Branch II as a DGS. The Division consists of urban areas including the older sections of town. The area includes transportation routes and borders the San Jacinto River. You are one of three (3) division supervisors assigned. The damage to buildings and infrastructure is very obvious. Your assigned resources are listed on your division’s ICS 204, along with control operations and special instructions. You and your resources will be working a 24-hour shift.

1. Identify yourself to the assigned division resources.  
2. Brief all assigned personnel after the operational briefing.  
3. Have assigned resources rendezvous at a location close to the assignment for the on-line briefing.

QUESTIONS: - DIVISION M

1. Using job aids, list actions to be taken in the order of priority.

- Debrief off going Division Supervisor  
- Inspect division to identify safety hazards and problem areas  
- Implement mitigation (LCES) measures  
- Identify goals and steps to meet IAP goals  
- Set priorities to meet goals  
- Determine adequacy of assigned resources (kind, type, and number)  
- Assign, direct, manage, and control division resources  
- Develop contingency plan in the event that the IAP is no longer valid
2. 0720 hrs, Jim Fox, a local contractor, arrives on scene with a front loader and dump truck. He has no order or request number and states he is "Volunteering" his equipment to help his community and demands an assignment.

Verify your need, confirm with operations if you need to use the resource, send to ground support for inspection.
If hired and assigned to your division: brief, start shift ticket, and assign and log on ICS 214.

3. A local hardware store contacts you and tells you that a fire truck last night needed batteries for their flashlights and "Requisitioned" them at the hardware store with a promise to pay later.

Document on ICS 214, advise Finance/Comp-Claims via communications, notify operations of the situation

4. The LAC Engine Strike Team has 1 engine that is out-of-service overheating.

Verify location, confirm make and model, order mechanic through ground support, document on ICS 214 and notify resource unit via communications

5. There were no lunches in BASE for your personnel at the beginning of the shift. You need to order food and drinks for this operation period.

Consolidate request, get accurate count, determine appropriate drop locations, request through supply, advise operations and logistics of problem, document on ICS 214

6. RVC Squad 11 reports to you that he has been involved in a non-injury accident with property damage to both vehicles.

Determine if vehicles are still in service. Confirm the location, notify Safety and Branch, determine the need to replace the resource, adjust other resources as necessary, document on the ICS 214.
7. A crewmember on Hand Crew La Cima 1 has a back injury.

   Confirm location, determine transportation requirements, coordinate transportation, notify Safety Officer, document on ICS 214

8. A firefighter from engine strike team KRN 5026B has been exposed to a hazardous material resulting in skin irritation and breathing difficulty.

   Identify material, confirm decontamination, confirm location, determine transportation requirements, coordinate transportation, evaluate operational effectiveness of engine, adjust resources as needed, notify Safety Officer, document on ICS 214

9. Determine your resource order for the next operational period.

   Students should be able to justify resource request and how the order was developed.

QUESTIONS: - DIVISION N

1. Using job aids, list actions to be taken in the order of priority.

   Debrief off going Division Supervisor
   Inspect division to identify safety hazards and problem areas
   Implement mitigation (LCES) measures
   Identify goals and steps to meet IAP goals
   Set priorities to meet goals
   Determine adequacy of assigned resources (kind, type, number)
   Assign, direct, manage, and control division resources
   Develop contingency plan in the event that the IAP is no longer valid
2. A firefighter from strike team LAC 1101A has a heat related injury unable to walk unassisted, the engine company is providing treatment.

Confirm location, activate medical plan, evaluate need for air evacuation, coordinate treatment and transportation, evaluate resource operational effectiveness with reduced staffing, evaluate overall heat problems within division, adjust operations to mitigate problem as necessary, notify Safety Officer, document on ICS 214

3. You are working the division and find 2 firefighters working in smoke from a structure fire without SCBA.

Determine facts, enforce PPE requirements, obtain support for SCBA as necessary, notify Safety Officer, document on ICS 214

4. Resources arriving at your division are advising you of problems with the bridge on Soboba Street that crosses the San Jacinto River and question the safety of using it.

Notify operations and safety of the problem, if available you may assign a technical specialist structural engineer to assess the hazard, determine alternate routes and impact to operations, document on ICS 214

5. An unescorted news crew is at a collapsed apartment building and wants to make entry into the structure.

Notify operations and Information Officer, you may deny entry only if it hampers or disrupts rescue operations or is a safety threat to firefighters, provide a safety briefing to news media, document actions on ICS 214
6. The strike team leader from RVC 6001A tells you that due to emergency activity, some of the engine company personnel assigned to the strike team have only had minimal rest in the previous 48 hours.

Determine immediate operational needs, attempt to get relief from operations, make adjustments to resource assignment if possible, notify operations, consider rotational rest if feasible, emphasize the importance of safety, document on ICS 214.

7. At 0720 hrs., Jim Fox, a local contractor arrives on the scene with a front loader and dump truck. He has no order or request number and states that he is "volunteering" his services. Operations says to put him to work.

Verify your need, confirm with operations if you need to use the resource. Send to ground support or order a mechanic to do an inspection. If hired, brief, start shift ticket, assign.

8. John Gordon from the Bullet Water Tender reports to your division, for an assignment. The water tender is not shown on your IAP.

Confirm the assignment with Branch or Operations and or the Resource Unit. If correct: give briefing, start shift ticket, and assign.

9. Determine your resource order for the next operational period.

Students should be able to justify resource request and how the order was developed.
Hemet Complex
BRANCH III
WILDLAND FIRE
DIVISION Y, Z

INSTRUCTOR KEY

You have been assigned as a division supervisor on the Hemet Complex.

At the morning operational briefing, you are assigned to Branch III as a DGS on the Ramona Fire. The wildland fire started on 9/6/00 at approximately 2236 hours (See map A). You are one of two (2) division supervisors assigned and can see the fire (See map B) actively burning in the hills to the southwest. Your assigned resources are listed on your division’s ICS 204, along with control operations and special instructions. You and your resources will be working a 24-hour shift.

1. Identify yourself to the assigned division resources.
2. Brief all assigned personnel after the operational briefing.
3. Have assigned resources rendezvous at a location close to the assignment for the on-line briefing.

QUESTIONS: - DIVISION Y

1. Using job aids, list actions to be taken: (In order of priority)

   Debrief off going Division Supervisor
   Inspect division to identify safety hazards and problem areas
   Implement mitigation (LCES) measures
   Identify goals and steps to meet IAP goals
   Set priorities to meet goals
   Determine adequacy of assigned resources (kind, type, and number
   Assign, direct, manage, and control division resources
   Develop contingency plan in the event that the IAP is no longer valid
2. At 1030 Mark Williams on Dozer 31R, request #E-11, reports to you at the origin. The dozer was assigned by Ops and arrived from Staging (it is not on your IAP) The dozer has been inspected and is ready for work.

Brief operator, start shift ticket, and assign, log on ICS 214.

3. 0920 John Gorden from Bullet Water Tender reports to your division for assignment, the water tender is not shown on the IAP.

Confirm the assignment with Operations, Branch and or the Resource Unit. If correct: brief, start shift ticket and assign, log on ICS 214

4. At 1107 John Hawks, operator of the transport that delivered Dozer 31R, advises you that while turning the transport around, he backed off the road and damaged a culvert and fence. The paint on the low boy trailer and one clearance light was the only transport damage.

Document on ICS 214, advise Safety, Comp/Claims via communications, note on shift ticket

5. A firefighter from E-3180 has been stung by a bee and is swelling up. She does not know if she is allergic to bees.

Contact line EMT, advise Branch Director, notify Safety Officer, prepare to activate Medical Plan for EMS transport. Document on ICS 214

6. The Bullet Water Tender (HIRED EQUIPMENT) needs fuel. It is parked at the origin.

Order fuel through ground support, document on ICS 214 and shift ticket
7. Hand Crew Bautista 1 needs 250 gallons of drinking water delivered halfway up the Div. Y.

Confirm quantity, verify delivery location, place order with supply through communications

8. You are walking your division and find 2 firefighters on the line without fire shelters.

Enforce PPE requirements. Notify their immediate supervisor to obtain shelters. If none assigned to the firefighters, notify Safety Officer and order them off the line. Document on ICS 214.

9. Determine your resource order for the next operational period.

Students should be able to justify resource request and how the order was developed.

QUESTIONS: - DIVISION Z

1) Using job aids, list actions to be taken in order of priority.

Debrief off going Division Supervisor
Inspect division to identify safety hazards and problem areas
Implement mitigation (LCES) measures
Identify goals and steps to meet IAP goals
Determine adequacy of assigned resources(kind, type, number)
Assign, direct, manage, and control division resources
Develop contingency plan in the event that the IAP is no longer valid
2) Hand Crew Bautista 2 needs 18 lunches delivered to the line.

Confirm need, verify location and time needed. Attempt to coordinate with other supply needs

3) A firefighter with a heat related problem, unable to walk unassisted, is 1000 yards north of Hemet Butte.

Confirm location, activate medical plan for air evacuation.
Coordinate treatment and transportation, evaluate resource operational effectiveness with reduced staffing, evaluate overall heat problems within your division. Adjust operations to mitigate problem as necessary, notify Safety Officer and document on the ICS 214.

4) Resources arriving at your division are advising you of severe dust problems on the access road to the division.

Notify Branch, Operations, Safety of the problem. If available within your division, assign a water tender to mitigate the problem.
If not, order one and assign it. Document on ICS 214.

5) An unescorted news crew is at the origin and wants to make entry into the fire area.

Notify Branch/Operations, and Information Officer. You may deny entry ONLY IF IT HAMPERS OR DISRUPTS FIRE FIGHTING OPERATIONS OR IS A SAFETY THREAT TO FIREFIGHTERS. Provide a safety briefing to the news crew and document on the ICS 214

6) At 0920 hrs., John Gordon from Bullet Water Tender reports to your division for assignment. The water tender is not on your IAP.

Confirm the assignment with Branch/Operations or the Resource Unit. If correct: brief, start shift ticket, assign. Document on ICS 214
7) You are walking your division and find 2 firefighters on the line without fire shelters.

Enforce PPE requirements. Notify their immediate supervisor to obtain shelters. If none assigned to the firefighters, notify Safety Officer and order them off the line. Document on ICS 214.

8) Bob Bell off the hired dozer comes to you complaining that no one has signed his shift ticket. He states that he has been working on the fire since the start.

Sign shift ticket for the time he spent on your division. Instruct Mr Bell to attempt to identify where and for whom he worked for from the start. Direct him to the Time Unit at Incident Base.

9) Determine your resource order for the next operational period.

Students should be able to justify resource request and how the order was developed.
Ramona Fire Map
CA0RRU068281
Hemet Complex
Branch 3
09/07/00 @ 0300hrs
76 acres
By RFT

INCIDENT COMMAND SYSTEM

S38 Division/Group Supervisor: ALL RISK

FINAL SCENARIO EXERCISE
### INCIDENT OBJECTIVES

<table>
<thead>
<tr>
<th>1. Incident Name</th>
<th>2. Date</th>
<th>3. Time</th>
</tr>
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<tbody>
<tr>
<td>Hemet Complex</td>
<td>9-7-2000</td>
<td></td>
</tr>
</tbody>
</table>

4. Operational Period

0700 - 0700

5. General Control Objectives for the incident (include alternatives)

1) Protect Life
   - Perform Search and Rescue
     - Complete U.S.A.R. Preliminary Searches
     - Complete recovery of all patients and removal of victims
   - Provide for Safety of all assigned personnel

2) Protect property and minimize loss
   - Control Structure Fires to building of Origin
   - Contain wildfires / prevent extension to urban areas

3) Complete damage assessment
   - Evaluate structure stability
   - Evaluate HazMat threat

4) Minimize impact to communities

SPECIFIC CONTROL OBJECTIVES FOR BRANCHES/DIVISIONS ARE ON ICS 204 DIVISION ASSIGNMENTS

6. Weather Forecast for Period

Continued Hot and dry with moderate winds.

SEE ATTACHED WEATHER FORECAST

7. General Safety Message

Aftershocks may further damage or collapse unstable structures.

Bridges and overcrossings may be weakened, evaluate before committing heavy equipment.

Fireweather can produce severe burning conditions, spotting is probable.

Hazardous Materials may present a threat to all operations, evaluate scene before committing personnel.

8. Attachments (mark if attached)

| Organization List - ICS 203 | Medical Plan - ICS 206 | (Other) ICS 214 (BLANK) |
| Div. Assignment Lists - ICS 204 | Incident Map | Air Ops ICS-220 |
| Communications Plan - ICS 205 | Traffic Plan | |

9. Prepared by (Planning Section Chief)

10. Approved by (Incident Commander)
## ORGANIZATION ASSIGNMENT LIST

<table>
<thead>
<tr>
<th>POSITION</th>
<th>NAME</th>
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<tr>
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<td>Cassidy/Cordova</td>
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<tr>
<td>DEPUTY</td>
<td>Canady</td>
</tr>
<tr>
<td>SAFETY OFFICER</td>
<td>Barrier</td>
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<td>LIAISON OFFICER</td>
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### 5. INCIDENT COMMANDER AND STAFF

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### 6. AGENCY REPRESENTATIVES

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### 7. PLANNING SECTION

| CHIEF | Bratton |
| DEPUTY | Paulette |
| RESOURCE UNIT | Blakemore |
| SITUATION UNIT | Furdick |
| DOCUMENTATION UNIT | |
| TECHNICAL SPECIALISTS | |

| Crews | Wilson |
| Str. Engineer | Wright |
| HazMat | Reynolds |
| SPRR | Fargo |

### 8. LOGISTICS SECTION

| CHIEF | White |
| DEPUTY | |
| DIRECTOR | |
| SUPPORT BRANCH | |
| AIR OPERATIONS BR. DIR. | Maison |
| AIR TACTICAL GROUP SUP. | McCarter |
| AIR SUPPORT GROUP SUP. | Fuller |
| HELICOPTER COORDINATOR | Martinelli |
| AIR TANKER/FIXED-WING CRD. | |

| DIRECTOR | |
| SUPPORT BRANCH | |
| SERVICE BRANCH | |
| DIRECTOR | |
| COMMUNICATIONS UNIT | Pastterson |
| MEDICAL UNIT | Perry |
| FOOD UNIT | Dowdy |

### 9. OPERATIONS SECTION

| CHIEF | Harding |
| DEPUTY | |
| OPERATIONS | |
| a. BRANCH I - DIVISION/GROUPS | |
| b. BRANCH II - DIVISION/GROUPS | |
| c. BRANCH III - DIVISION/GROUPS | |

### 10. FINANCE SECTION

| CHIEF | Black |
| DEPUTY | |
| MEDICAL UNIT | |
| FOOD UNIT | |
| COMPENSATION/CLAIMS UNIT | |
| COST UNIT | |

### 11. PREPARED BY (RESOURCE UNIT)

'S 203
DIVISION ASSIGNMENT LIST

1. Branch
2. Division/Group

3. Incident Name
Hemet Complex

4. Operational Period
Date: 09/07/00
Time: 0600

5. Operations Personnel
Operations Chief
J. Harding
Division/Group Supervisor

Branch Director
G. Hart
Air Attack Supervisor No.
J. Mc Carter

6. Resources Assigned this Period

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</table>

(3 Type 1 Eng
1 Type 1 Truck
and a leader)

7. Control Operations
Determine any additional resource needs.

Install "C" kit on chlorine car

Suppress residual tank car product fire

Mitigate locomotive fuel discrages

8. Special Instructions
Determine need for expanded security
Confirm existing zone primeters
Determine need for Tech specialists
Determine on site resource support
Monitor weather

9. Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
<th>System</th>
<th>Channel</th>
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<th>Frequency</th>
<th>System</th>
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Prepared by (Resource Unit Leader)
Approved by (Planning Section Chief)
Date
Time

ICS 204
NFES 1328
DIVISION ASSIGNMENT LIST

1. Branch
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2. Division/Group
Div C

3. Incident Name
Hemet Complex
4. Operational Period
Date: 9/07/00
Time: 0700

5. Operations Personnel

Operations Chief
J. Harding
Division/Group Supervisor

Branch Director
G. Hart
Air Attack Supervisor No.
J. McCarter

6. Resources Assigned this Period

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</table>

7. Control Operations

Complete U.S.A.R. Preliminary Searches. Recover all viable patients and start treatment. Identify locations of deceased or recovery.

Identify, inventory and mark Hazards.

Reinforce attacks on fires, extinguish or confine to building of origin.

Open transportation routes as time and resources allow. HazMat Teams to Evaluate threats, do not commit to mitigation unless the threat will escalate or is imperative for safety of rescuers or victims.

8. Special Instructions

Use proper USAR markings on searched buildings.

9. Division/Group Communication Summary

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<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
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Prepared by (Resource Unit Leader)  Approved by (Planning Section Chief)  Date  Time
DIVISION ASSIGNMENT LIST

1. Branch
2. Division/Group
   Medical Group

3. Incident Name
   Hemet Complex

4. Operational Period
   Date: 09/07/00
   Time: 0600

5. Operations Personnel
   Operations Chief: J. Harding
   Branch Director: G. Hart
   Division/Group Supervisor: J. Mc Carter

6. Resources Assigned this Period

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7. Control Operations
   DEVELOP TRIAGE AREA. ASSIST IN THE TRANSPORTATION OF ALL INJURED PERSONS. SET UP MORGUE AREA

8. Special Instructions
   ++Coordinate with Divisions through Branch Directors for resources

9. Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
<th>System</th>
<th>Channel</th>
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<th>Frequency</th>
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Prepared by (Resource Unit Leader) Approved by (Planning Section Chief) Date Time
DIVISION ASSIGNMENT LIST

3. Incident Name
-temet Complex

4. Operational Period
Date: 09/07/00
Time: 0600

5. Operations Personnel
Operations Chief J. Harding
Branch Director G. Hart
Division/Group Supervisor
Air Attack Supervisor No. J. McCarter

6. Resources Assigned this Period

<table>
<thead>
<tr>
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<th>Leader</th>
<th>Number Persons</th>
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<tr>
<td>LFD USAR CO 10</td>
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</table>

7. Control Operations
Complete USAR preliminary search.
- Recover all viable patients.
- Identify locations of deceased for recovery.
- Coordinate with Divisions on technical rescue vs simple rescue.

8. Special Instructions
Coordinate with HazMat Tec, Spec. on mitigation necessary to effect search and rescue.

Provide technical specialist direction to Divisions.

9. Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
<th>System</th>
<th>Channel</th>
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Prepared by (Resource Unit Leader) Approved by (Planning Section Chief) Date Time
**DIVISION ASSIGNMENT LIST**

<table>
<thead>
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<th>5. Operations Personnel</th>
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<tbody>
<tr>
<td>J. Harding</td>
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<tr>
<td>Branch Director J. Hall</td>
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<tr>
<td>Air Attack Supervisor No. J. McCarter</td>
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<th>6. Resources Assigned This Period</th>
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<td>HEM PW Dump Trk</td>
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<td>Quinn Const Loader</td>
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</table>

7. Central Operations

- Complete U.S.A.R. Preliminary Searches. Recover all viable patients and start treatment. Identify locations of deceased for recovery. Coordinate with Medical Group on patient treatment and transportation.
- Identify, inventory and mark Hazards. Reinforced attacks on fires, extinguish or confine to building of origin. Open transportation routes as time and resources allow.
- HazMat Teams to Evaluate threats, do not commit to mitigation unless the threat will escalate or is imperative for safety of rescuers or victims.

8. Special Instructions

- Use standard USAR markings on Structures.

<table>
<thead>
<tr>
<th>9. Division/Group Communication Summary</th>
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Prepared by (Resource Unit Leader) Approved by (Planning Section Chief) Date Time

ICS 204

NFES 1328
**DIVISION ASSIGNMENT LIST**

1. **Branch**
2. **Division/Group**

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<thead>
<tr>
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5. **Operations Personnel**

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<td>J. Harding</td>
<td>J. McCarter</td>
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<td>J. Mccarter</td>
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6. **Resources Assigned this Period**

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7. **Control Operations**

Complete U.S.A.R. Preliminary Searches.
- cover all viable patients and start treatment. Coordinate with the Medical Group
- identify locations of deceased for recovery.

8. **Special Instructions**

Use standard USAR markings on structures.

9. **Division/Group Communication Summary**

<table>
<thead>
<tr>
<th>Function</th>
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<th>System</th>
<th>Channel</th>
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Prepared by (Resource Unit Leader) Approved by (Planning Section Chief) Date Time

ICS 204 NFES 1328
### DIVISION ASSIGNMENT LIST

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<thead>
<tr>
<th>5. Operations Personnel</th>
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<tr>
<td>Operations Chief</td>
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<tr>
<td>Division/Group Supervisor</td>
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<tr>
<td>Branch Director</td>
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<thead>
<tr>
<th>7. Control Operations</th>
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<tbody>
<tr>
<td>Complete U.S.A.R. Preliminary Searches.</td>
</tr>
<tr>
<td>cover all viable patients and start treatment.</td>
</tr>
<tr>
<td>Coordinate with the Medical Group. Identify locations of deceased for recovery. Identify, inventory and mark Hazards.</td>
</tr>
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<td>Reinforced attacks on fires, extinguish or confine to building of origin. Open transportation routes as time and resources allow. HazMat Teams to Evaluate threats, do not commit to mitigation unless the threat will escalate or is imperative for safety of rescuers or victims.</td>
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<tbody>
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<td>Use standard USAR markings on Structures.</td>
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### Division/Group Communication Summary

<table>
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<tr>
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<th>Channel</th>
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Prepared by (Resource Unit Leader) | Approved by (Planning Section Chief) | Date | Time
## DIVISION ASSIGNMENT LIST

### 3. Incident Name
Hemet Complex

### 4. Operational Period
Date: 09/07/00
Time: 0600

### 5. Operations Personnel

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Title</th>
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<tr>
<td>Operations Chief</td>
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<td>Division/Group Supervisor</td>
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<td>J. McCarter</td>
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### 6. Resources Assigned This Period

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### 7. Control Operations

- Complete USAR preliminary search.
- Recover all viable patients.
- Identify locations of deceased for recovery.
- Coordinate with Divisions on technical rescue vs simple rescue.

### 8. Special Instructions

- Coordinate with HazMat Tec. Spec. on mitigation necessary to effect search and rescue.
- Provide technical specialist direction to Divisions.

### 9. Division/Group Communication Summary

<table>
<thead>
<tr>
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<th>Frequency</th>
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<th>Channel</th>
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</table>

Prepared by (Resource Unit Leader) | Approved by (Planning Section Chief) | Date | Time
DIVISION ASSIGNMENT LIST

1. Branch
   III

2. Division/Group
   X

3. Incident Name
   Hemet Complex

4. Operational Period
   Date: 09/07/00
   Time: 0600

5. Operations Personnel
   Operations Chief: J. Harding
   Division/Group Supervisor: T. Bacon
   Air Attack Supervisor No. J. Mccarter

6. Resources Assigned this Period

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<tr>
<th>Strike Team/Task Force/Resource Designator</th>
<th>Leader</th>
<th>Number</th>
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7. Control Operations
   Direct attack where possible, scout ahead for possible secondary lines.
   Keep fire west of the Santa Rosa Mtns. Advise OSC/OBD of any need for the evacuation of residents.
   Coordinate any firing operations with the OSC/OBD, and share any unneeded resources with the other division.
   Air resources need to be coordinated with OSC/OBD

8. Special Instructions
   Be aware of changing weather patterns. Post lookouts when going indirect.

9. Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
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<td>151.220</td>
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Prepared by (Resource Unit Leader) Approved by (Planning Section Chief) Date Time

ICS 204
NFES 1328
### DIVISION ASSIGNMENT LIST

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#### 3. Incident Name
Hemet Complex

#### 4. Operational Period
- **Date**: 09/07/00
- **Time**: 0600

#### 5. Operations Personnel
- **Operations Chief**: J. Harding
- **Air Attack Supervisor No.**: J. Mc Carter
- **Branch Director**: T. Bacon

#### 6. Resources Assigned this Period

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</table>

#### 7. Control Operations
- Direct attack where possible, scout ahead for possible secondary lines. Keep fire west of the Santa Rosa Mtns.
- Advise OSC/OBD of any need for the evacuation of residents. Coordinate any firing operations with the OSC/OBD, and share any unneeded resources with the other division.

#### 8. Special Instructions
- Be aware of changing weather patterns. Post look outs when going indirect.

### Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
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<tbody>
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<td>King NIFC</td>
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Prepared by (Resource Unit Leader) | Approved by (Planning Section Chief) | Date | Time

ICS 204

NFES 1328
# DIVISION ASSIGNMENT LIST

<table>
<thead>
<tr>
<th>1. Branch</th>
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## Operations Personnel

<table>
<thead>
<tr>
<th>Branch Director</th>
<th>Division/Group Supervisor</th>
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<tr>
<td>T. Bacon</td>
<td>J. Harding</td>
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## Resources Assigned this Period

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<th>Trans. Needed</th>
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## Control Operations

Hold the fire north of Hemet Butte, west of the road system in Sec. 23 and south of the golf course. Direct attack on the fire where possible.

Advise OSC/OBD of any need for evacuations. Advise OSC/OBD of any planned firing operations. Share any unneeded resources with the other division.

Any need for air resources needs to be coordinated through Operations Branch Director.

## Special Instructions

Watch for changing weather patterns. Post lookouts when going indirect.

## Division/Group Communication Summary

<table>
<thead>
<tr>
<th>Function</th>
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</table>

Prepared by (Resource Unit Leader) | Approved by (Planning Section Chief) | Date | Time
### Division Assignment List

**1. Branch**

**2. Division/Group**

RAMONA STAGING

**3. Incident Name**

HEMET COMPLEX

**4. Operational Period**

Date: 9-7-00  
Time: 0600

**5. Operations Personnel**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Position</th>
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<tr>
<td>Operations Chief</td>
<td>J. Harding</td>
<td>Division/Group Supervisor</td>
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<td>Branch Director</td>
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**6. Resources Assigned This Period**

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</table>

**7. Control Operations**

**8. Special Instructions**

All resources in Staging available through Operations Section Chief.

**9. Division/Group Communication Summary**

<table>
<thead>
<tr>
<th>Function</th>
<th>Frequency</th>
<th>System</th>
<th>Channel</th>
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Prepared by (Resource Unit Leader)  
Approved by (Planning Section Chief)  
Date  
Time
# INCIDENT RADIO COMMUNICATIONS PLAN

**Hemet Complex**

**Date/Time Prepared:** 09/06 2300

**Day Shift**

## 4. Basic Radio Channel Utilization

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5. Prepared by (Communications Unit)
**MEDICAL PLAN**

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<th>3. TIME PREPARED</th>
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5. INCIDENT MEDICAL AID STATIONS

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6. TRANSPORTATION

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B. INCIDENT AMBULANCES

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8. MEDICAL EMERGENCY PROCEDURES

Field treatment for incident assigned personnel to be coordinated between Medical Unit and Medical Group. Notify Branch on Command Net of location and medical treatment (ALS or BLS).

9. PREPARED BY (MEDICAL UNIT LEADER)

10. REVIEWED BY (SAFETY OFFICER)
SAFETY MESSAGE

AFTER SHOCKS WILL CONTINUE!!!

Aftershocks may further damage or collapse unstable structures. Identify safety zones within operational areas.

Park equipment and stage personnel outside the collapse zone of buildings, generally 1 ½ times the height of the building.

Reevaluate structures, bridges, and incident facilities after any aftershocks.

Watch for falling rocks and boulders in rugged terrain and on travel routes.

Tech. Spec. Structure Engineers are available to assess stability.

Hazardous Materials ARE present in most operational areas. Evaluate scene before committing personnel.

Haz Mat groups will advise on evacuation zones and decon.

Fire weather and conditions will produce severe burning conditions with spotting probable.

Apply LCES; use your 10 & 18.

Traffic control signals are damaged proceed with caution.

Request Law Enforcement in dealing with issues of civil disobedience, looting, or threats to personnel. Back out and await LE.

Inventory hazards and report to situation unit.
EARTHQUAKE PROBABILITIES

One of the primary goals of earthquake research is to be able to reliably predict events. While the fulfillment of this goal is currently out of reach, we can at least, make estimates of the probability of earthquakes, given certain circumstances.

The following list details some of the computed probabilities for events in Southern California.

- **PROBABILITY OF AN AFTERSHOCK ONE UNIT OF MAGNITUDE SMALLER,** (e.g. a M5 aftershock to a M6 mainshock):
  - within 1 day: 28%
  - within 7 days: 40%
  - after 7 days, but within 1 year: 26%

- **PROBABILITY OF A LARGER EARTHQUAKE AT THE SAME PLACE:**
  - within one hour: 1.5%
  - within three days: 6%

- **PROBABILITY OF AN EARTHQUAKE ONE UNIT OF MAGNITUDE LARGER** (e.g. a M6 mainshock to a M5 foreshock at the same place:
  - within three days: 1%

- **PROBABILITIES OF A FUTURE LARGE EARTHQUAKE ARE HIGHER NEAR A FAULT LARGE ENOUGH TO PRODUCE A BIG EARTHQUAKE** (e.g. the San Andreas).

  Probability of a M7.5 earthquake in the three days after a M6 in the southern Coachella Valley: 30%

---

http://www.scecdc.scec.org/probabl.html 02/06/00
Riverside Fire Weather Forecast

LIST FW

Riverside Fire Wx FCST 2100 09/06/00

Discussion...Ridge over state will not be moving during this reporting period. Little change in related weather patterns, as ridge is staying stationary. Little change in marine air over the area.

RO3: Riverside and San Diego Units

Tonight...Cooler in higher elevations above 3000 ft. Peak and ridge winds w to sw 8-10. Lower level winds w to sw 5 to 11 gusting to 15.

Tomorrow.....Warmer and lower RH, Very little change in winds over the area, Peak and ridge winds w to sw 12 – 15. Temps in the low 100's with RH in the low teens.

Trends: Temp +3  RH -5  FM -2  Wind +2
HEMET COMPLEX
SPECIAL INSTRUCTIONS

FINANCE

Keep up on shift tickets and documentation. Resources moved and shared between divisions and groups need status update dates given to the Resource Unit.

This information is Critical for billing and reimbursements from FEMA

OPERATIONS

Discovery of deceased persons: Protect from further disturbance. Move deceased only if need to protect the body or if it impairs rescue operations. Notify law enforcement through Communications Unit.
DIVISION/GROUP SUPERVISOR INTRODUCTION

TIME: 15 Minutes

MATERIALS NEEDED:

• Pen or pencil
• Student Activity 1-1-1

INTRODUCTION:

This exercise is designed to "warm-up" your Division/Group Supervisor skills. Its use will also be used as an evaluation tool for you to compare your present knowledge base, with that knowledge and skills acquired during the course.

DIRECTIONS:

1. Read the scenario briefing to exercise 1-1-1
2. Complete questions based on briefing information.
3. Follow instructors instructions when completed.
INCIDENT SCENARIOS

EXERCISE 1-1-1

SCENARIO No. 1

As part of an Auto Aid dispatch, you have checked in as overhead responding with the third alarm. You have been assigned by the Operations Section Chief, Division 4 on the Dominican Fire. You are briefed with the following information:

THE STRUCTURE:

This four story wood frame Catholic Convent is 124 years old, consisting of 25,000 square feet, including a full size walk-in attic and basement. The building features classrooms, offices, double occupancy dormitory housing for 136 students, a complete kitchen, dining facility and a Chapel with seating for 225.

CURRENT CONDITIONS:

Time: 1415 Temp: 105 Wind: 12 mph/N.W.

The fire is established in the attic (approx: 180 ft. x 68 ft. x 10 ft.) involving 30% of the interior. Fuel loading consists of books, furniture and clothing. Heavy smoke is visible on the exterior issuing from the eaves, around the entire building and fire is showing from the full length of a strip ventilation cut. Four to six inches of water has collected on the 4th floor.

CURRENT CONDITIONS:

Initial interior attack assignments are approximately one hour old. A truck company has abandoned a strip ventilation operation due to low air and heat stress, and is currently in Rehab.

Two ladder pipes have been deployed at the rear of the structure. One is not yet in operation. One is discharging 600 GPM through a dormer window into the attic.
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor - ALL RISK

INTRODUCTION

Three relief Engine Companies are operating on the 4th floor, under a portion of the attic area they believe is not yet involved. They are experiencing difficulty accessing the fire due to the 14 foot ceiling height and the lathe and plaster construction.
RESOURCES COMMITTED:

3 Truck Companies
7 Engine Companies
2 ALS Units | Breathing Support Unit
1 Command Van

RESOURCES STAGED:

2 Engine Companies
1 Truck Company
1 Battalion Chief

ASSIGNMENT:

1. List the questions/ concerns you would have based upon the briefing.

2. Based upon your perception, identify and prioritize your objectives.

3. Are your assigned resources adequate to meet your objectives. (Please comment)

4. List additional resources you may require.

5. Outline your resource assignments and organizational structure commensurate with your communication and management needs.
RESPONSE SHEET

1. Questions generated at Briefing

2. Prioritized Objectives

3. Adequacy of Resources
RESPONSE SHEET

4. Additional Resources Required

5. Resource Assignments/ Organizational Structure
DIVISION SUPERVISOR CONTRAST

TIME: :30 Minutes

MATERIALS NEEDED:

- Writing Board/Charts
- Pens

INTRODUCTION:

The objective of this exercise is to illustrate that the Division Supervisor must become a manager of multiple resources. They must make a transition from a doer to a manager.

DIRECTIONS:

Your instructor will divide the class into four groups. Each group will be asked to identify specific differences between certain positions, list them on a flip chart, and present them to the entire class. You may wish to take notes in the space provided below:

Group 1 – is to identify the differences between Division Supervisor and Strike Team/Task Force Leader.

Group 2 – is to identify the differences between Division Supervisor and Ops/Branch Director.

Group 3 – is to identify the differences between Division Supervisor and ITC4 (Initial Attack I.C.

Group 4 – is to identify the differences between Division Supervisor and Group Supervisor.
ICS Map Symbology

TIME: :30 Minutes

MATERIALS NEEDED:

- Williams Fire Incident Map Slide
- Pencils
- Map Symbology Guide
- F.O.G.
- Pointer

INTRODUCTION:

The ability to use a map and recognize ICS map symbology is a critical skill to the Division/Group Supervisor. This exercise will help reinforce those skills.

DIRECTIONS:

On a projected map of the Williams Fire Incident locate the appropriate ICS symbol per the instructor's request.
SYMBOLOGY EXERCISE

Point to:

1. The Division Break for Golf and Hotel.
2. Where is the point of origin?
3. What side of Lake Mildred is the spot fire on?
4. How much dozer line has been completed on Division Foxtrot?
5. Where is Willow Staging?
6. Where can the Water Tenders re-load that are assigned to Division Golf?
7. Where is the O.E.S. mobil repeater set up?
8. What is the closest drop point to the CDF station?
9. Where is the Branch 5 - Branch I Break?
10. How much open line is there on Divisions Delta and Echo?
11. Where is the secondary line - Why is it there?
12. What is the Wind Speed and Direction?
13. Where is the hot spot on Division J?
14. Where is Finley Helibase?
15. Where is Drop Point 3?
# ICS Map Symology

*Suggested for Placement on Base Maps*

**Black**
- Highlighted Geographic or Man Made Features
- Completed Dozer Line
- Line Breaks Completed

**Red**
- Fire Origin
- Hazards
  - Identify Types of Hazards (e.g., Power Lines, Radio Towers)
- Planned Fire Line
- Planned Secondary Fireline
- Branches
  - Initially Numbered Clockwise from Fire Origin

**Blue**
- *Incident Command Post*
- *Incident Base*
- *Camps, Spikes, etc.* (Identify by Name)
- Helispots / Location and Number
- Helibases
- Repeater / Mobile Relays
- Telephones
- Firestations
- Water Sources (Identify Type Ponds, Hydrants, Cisterns)
- Mobile Weather Units
- IR Ground Links
- First Aid Stations

**Orange**
- Fire Spread Prediction

**Options**
- *FIRE BREAKS* (Planned or Incomplete)
- Proposed Dozer Lines

---

*Note: All map overlays must contain registration marks. These may consist of identified road intersections, township and range coordinates, etc.*

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*Student Exercise Sheet 1.3.1*

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*Incident Command System*
ICS 201 EXERCISE

TIME: 1:00 Hour

MATERIALS NEEDED:

- Attached Mall Scenario and ICS Form 201

INTRODUCTION:

The ICS 201 Form is an important incident organizational tool. Its original use was intended for initial attack organization, but it is efficiently utilized on extended attack and major campaign incidents as a way to capture information in a standard format that is usable in briefing, debriefing and tracking assigned resources.

DIRECTIONS:

This exercise is based on a mall collapse and fire caused from a major earthquake. The exercise is based on a limited verbal briefing (face to face or radio) and the incident is in an early transitional state; the first operational period.
ICS 201 EXERCISE
Mall Scenario

Section A

On September 6, you are dispatched as a Division/Group Supervisor to a nearby jurisdiction. The order number is CA-0-RUU-068281, request #0-75. Your dispatcher advises you that preliminary news reports on the earthquake that shook the region a short while ago registered at 6.6 and that reports of injuries and fires are starting to filter in.

You are told to report to the ICP at Hemet High School, an EOC (Emergency Operations Center) is being set up but is not yet staffed or functioning.

At your arrival at the ICP the Operations Section Chief, B3115, a local battalion chief, assigns you to an outlying mall that has not been treated as a priority and scant information has been received on the status in that division. Some resources including fire, law enforcement, medical, and utility crews are presently believed to be taking action in your division and the OSC gives you a list of the known resources. The OSC advises you that he has a staging area with resources responding but nothing currently available.

Command Net White Fire 3 (FIREMARS) – RX 154.295, TX 153.830
Tactical Net White Fire 2 -154.265

Resource listings from OSC:
HEM TRK-611
HEM ENG-613
RVC ENG-26
RVC SQ-26

You are directed to determine: The situation in the division; Immediate resource needs; Recommendations for future operational periods.

Prior to your arrival at the mall an aftershock rattles the area.
MALL

Occupancy: Discount Warehouse including tire shop
Supermarket
4 retail shops
3 offices
Bank (set away from other structures)

Date: September 6, 2000
Time: 1435 hours

Weather: Temp. 102 degrees, Wind West/13 MPH

Upon your arrival you find smoke showing from the tire shop at the Discount Warehouse, E-613, E-26, and TRK-611 are working the fire.

Captain 613 advises you that they have 1 fatality, an elderly woman that was trampled at the exit to the warehouse when the crowd ran out of the building when the quake hit. 8 additional causalities are present in front of the store. Other victims have been transported from the scene. The interior shelving in the warehouse has collapsed and the truck company has not been able to make access for an interior search. Store employees report that some employees and customers are still in the building. The initial attack was made on the fire to limit the spread prior to initiating search and rescue. The water supply is marginal and the sprinkler system in the building is damaged but operable. Captain 613 is cautiously optimistic about the initial attack progress.

The fire resources have been at scene for approximately 90 minutes and additional resources requested have not arrived. Several reports from citizens indicate additional injuries and damage throughout the mall but with the lack of resources a survey has not been complete. Squad 26 with two firefighters was present earlier but may be committed elsewhere.

A citizen reports a brushfire on the hillside behind the mall.

CAPTURE CURRENT INFORMATION ON ICS201

S3390201.sas.doc
March 20, 2000
Section B

After you contact the OSC on command net and give a situation briefing the OSC advises that resources are arriving at staging and to place your request through him.

MAKE THE RESOURCE ORDER AND CAPTURE ON THE ICS201

Section C

The OSC advises he will give you limited resources and will order the additional resources. You are told that available in or responding to staging are:

1 Type 3 USAR Company; 2 Type 1 Engine Strike Teams; 1 Type 3 Engine Strike Team; 3 Type 2 Engines (single increment); 2 Paramedic Units; 1 Type 2 Breathing Apparatus Support; 1 Medical Team (Hospital Formed); 1 Type 1 HazMat Company; 1 35-ton crane; 1 Front loader on a transport; 2 Type 1 Water Tenders.

Some overhead have arrived and Branches are being established to provide span-of-control. Your division is identified as Div M under Branch II.

UPDATE THE RESOURCE ORDER AND ADJUST THE ASSIGNMENTS OF DIVISION RESOURCES
6. CURRENT ORGANIZATION

INCIDENT COMMANDER

PLANNING

OPERATIONS

LOGISTICS

DIV. 

DIV. 

DIV. 

AIR OPERATIONS
AIR SUPPORT
AIR ATTACK
AIR TANKER COORD
HELICOPTER COORD
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201  ICS 3-82
ICS 204 EXERCISE

TIME: 1 Hour

MATERIALS NEEDED:
- As class size requires, 1 complete IAP per trainee group and 1 for the instructor
- Division Subordinate Briefing Form (handout #2)

INTRODUCTION:
As a Division/Group Supervisor, you are responsible for the briefing of all division/group assigned personnel. Briefings must be viewed as a continual process of providing your personnel with information as it develops. Throughout the operational period, you may conduct several briefings. Your initial division/group briefing must immediately follow the operational briefing, away from other distractions at a site specified by you. Your second briefing should be conducted (at a location specified by you) after reaching the assignment location, debriefing the off-going Division/Group Supervisor and reviewing the actual situation as you find it.

DIRECTIONS:
A. Divide the class up into groups of 4 or 5 students
B. Provide each group with an Incident Action Plan (IAP) and assign each group a different location
C. Have each group review the IAP with the intent of conducting a briefing for their assigned personnel
D. Reference the provided Division Subordinate Briefing Form and the information out of the IAP to ensure a complete briefing.
E. Have each group appoint a spokesperson to conduct the briefing. Briefing may be given to the entire class.
HAZARD ASSESSMENT/RISK CONTROLS/MITIGATION

TIME: 1:00 Hour

MATERIALS NEEDED:

- Slides
- Projector, screen, white board
- Pens or flip chart

INTRODUCTION:

As a Division or Group Supervisor, you have the responsibility for the safety of all personnel within your division or functional assignment. You must be able to assess hazards quickly and apply risk control measures to mitigate those hazards.

DIRECTIONS:

You will be shown slides with corresponding scenario description (Appendix D). Working within your group, you are to do a hazard assessment that identifies the potential hazards and then to determine risk controls that would mitigate the hazards identified. One person from each group will then present your list to the rest of the class for discussion.
ALL RISK Division/Group Supervisor
Slide Narratives

SLIDE # 1: FLOOD RESCUE

You have been assigned to a flood incident as a Division Supervisor. Your division includes a mobile home park that has flooded, with people unable to get out on their own. Your objective is to safely evacuate those people still trapped by the rising waters. Upon your arrival at your assignment you see that the local fire department has already begun the evacuation. You identify yourself as the Division Supervisor and advise personnel that they are now under your command on this particular division.

HAZARD ASSESSMENT?

RISK CONTROL / MITIGATION?

SLIDE # 2: ROOF PICTURE OF A COMMERCIAL BUILDING

You have been dispatched to a working structure fire in a commercial building. Upon your arrival, you see smoke showing from the front of the building and fire equipment arriving on scene. You report to the Incident Commander and you have been assigned the Ventilation Group Supervisor. One engine, and one truck company have been assigned to you. You make your way up to the roof and here is what you see.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

SLIDE # 3: WILDLAND FIRE WITH TWO OR THREE HOUSES IN FOREGROUND

You have been assigned the Structure Protection Group Supervisor on a wildland fire. Two strike teams of type 3 engines, one local government task force, one strike team of dozers are assigned to you. There are 12 to 15 houses in the path of the fire, with 2 or 3 houses in immediate danger.
HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

SLIDE # 4: WILDLAND FIRE – FIRING OPERATIONS

You have arrived at a wild land fire incident one hour after the start of the operational period. You are assigned as Div. D and are told that your assigned equipment are already on the division, and that one of the strike team leaders is the acting Div.Sup until your arrival. The tactical objective of your division is to fire out approximately two miles of line and hold it at the road. You have two strike teams of type 3 engines, one strike team of hand crews assigned to Div. D. As you arrive, you see that firing operations have already begun.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?

SLIDE # 5: BUS OVER CLIFF

A bus carrying 15 to 20 passengers failed to negotiate a curve and plunged down a 75 ft. cliff. You have been assigned the Rescue Group Supervisor. You are looking down on the bus. There is no vehicle access from the bottom.

HAZARD ASSESSMENT?

RISK CONTROLS / MITIGATION?
INTERACTION OF DIVISION/GROUP SUPERVISOR WITH COMMAND AND GENERAL STAFF

TIME: 30 Minutes

MATERIALS NEEDED:
- Command/General Staff position Description Reference

INTRODUCTION:

The instructional design for this exercise provides for three presentation alternatives. The Course Coordinator and Lead Instructor should select the best method to present this unit, based on the availability of qualified personnel and funding.

The purpose of this exercise is to discuss the interaction between the Command/General Staff and the Division/Group Supervisor. This should be an interactive discussion that identifies topics and coordination needed by the Division/Group supervisor to accomplish the assignment.
COMMAND / GENERAL STAFF POSITION DESCRIPTION REFERENCE

COMMAND STAFF

Incident Commander:

Safety Officer and Assistants:

Other Command Staff:

Information Officer:

Human Resource Specialist:

OPERATIONS SECTION

Operations Section Chief/Branch Director

Other Operational Personnel (except Air):

Dependent upon resources assigned and other situations, you will manage and/or coordinate with other operations personnel.
Air Operations

Tactical air operations:

Logistical air support:

PLANNING

Most of the interactions will take place with the Planning Section Chief's subordinate staff rather than the Planning Section Chief.

Resource Unit Leader

Situation Unit Leader

Documentation Unit Leader

Demobilization Unit Leader

Technical Specialists
LOGISTICS

Your interaction and coordination with the logistics section is critical for accomplishment of the job. Most of the interactions will take place with the logistics section chief's subordinate staff rather than the Logistic Section Chief.

Supply Unit Leader

Ground Support Unit Leader

Communication Unit Leader

Facilities Unit Leader

Food Unit Leader

Medical Unit Leader
FINANCE / ADMINISTRATION

Most of the interactions will take place with the finance section chief's subordinate staff rather than the finance section chief.

Time Unit Leader

Procurement Unit Leader

Compensation / Claims unit Leader
"All Risk" Incident Resources Utilized by the Division / Group Supervisor

TIME: :30 Minutes

MATERIALS NEEDED:
- Flip Charts
- Pens

INTRODUCTION:
The division / group supervisor may be utilized in any number of different types of emergency incidents. The resources assigned to a division / the type and size of the incident will certainly dictate group. Often times, the type of resources used are only limited by the imagination of the division / group supervisor.

DIRECTIONS:

A. Assign each group one incident type:
   - Flood
   - Earthquake
   - Fire
   - Hazardous Materials Release
   - Mass Casualty Accident

B. Each group will identify different types of resources that could be assigned to a division / group for their type of incident

C. Have each group appoint a spokesperson to present their findings

D. Utilize reference: Resource needs for "All Risk" applications for possible incident resources.
RESOURCE NEEDS FOR "ALL RISK" APPLICATIONS

Potential solutions to resources that might be assigned to a division/group on various incident types.

Flood:

Earthquake:

Fire:
Haz Mat:

Mass Casualty:
Problem Identification & Resolution

TIME: 30 Minutes

MATERIALS NEEDED:

- Flip Charts
- Pens

INTRODUCTION:

Problems come in all shapes and sizes. (Murphy's Law) A division / group supervisor is faced with numerous problems on all incidents. This exercise will help the student identify where in the incident management organization they can resolve a variety of problems.

DIRECTIONS:

A. Give each group a problem which may be encountered by a division / group supervisor that would be mitigated by interaction with another incident management section.

Some potential problems could include:

- Contract equipment arrives on the division without having checked in
- An injury occurs on the division
- Fuel shortage or equipment breakdown
- Property damage by equipment the renders the equipment our of service
- Hand crew request air lift of drip torches and drip mix

B. Have each group identify what section(s) they would have to deal with to remedy their problem.

C. Have each group appoint a spokesperson to present their findings.
D. Utilize **PROBLEM IDENTIFICATION AND RESOLUTION REFERENCE** for potential answers.
Problem Identification And Resolution Reference

Potential solutions to problem solving exercise:

1. Contract equipment arrives on division without having checked in:

2. Injury occurs on division:

3. Fuel shortage / equipment breakdown

4. Property damage by equipment that renders the equipment out of service:
5. Crew requests air lift of drip torches and drip mix:
PRE-COURSE WORK ASSIGNMENT

INTRODUCTION

You have been nominated to attend the Division/Group Supervisor, All Risk Course. This is a 24-hour course which will provide you with the skills and knowledge required to perform the tasks of a Division/Group Supervisor.

In order to attend Division/Group Supervisor, All Risk, you must be qualified as a Task Force/Strike Team Leader. You should also have attended Intermediate ICS, 1-300. These prerequisites provide skills and knowledge that will be needed to successfully perform the Division/Group Supervisor position. Successful completion of these courses is strongly recommended.

You must complete this pre-course work assignment and submit it as indicated by the course coordinator a minimum of one week before the class. Completion of the pre-course work assignment is required prior to the start of the course. Your pre-course work will be reviewed by the instructors and returned to you during the course. You will be called upon to present portions of your pre-course work to the class during Unit No. 1.

You will also need to obtain the following reference documents and bring them to the course with you:

The following student references may be obtained from the following sources:

California Department of Forestry and Fire Protection  
California State Fire Training  
1131 S. Street, PO Box 944246  
Sacramento, CA 94244-2460  
Phone: (916) 445-8200  
FAX: (916) 445 8162

- Field Operations Guide ICS 42 0-1
- Incident Command System for Fire Department Structure Fire Operations
- Incident command System – Urban Search and Rescue – Operational System Description (ICS-U S&R-120-1)
- Incident command System – Hazardous Materials – Operational System Description (ICS-HM-120-1)
INTRODUCTION

National Interagency Fire Center
Great Basin Cache Supply Office
3833 South Development Avenue
Boise, ID 83705
Phone: (208) 387-5104
FAX: (208) 387-5573/48

- NWCG Fireline Handbook, NFES 0065
- Wildland Fire Suppression Tactics Reference Guide, NFES NO. 1256
- Aids For Determining Fuel Models For Estimating Fire Behavior, NFES No. 1574
- Interagency Incident Response Pocket Guide, NFES No. 1077

Note: All California State Fire Marshal/California Department of Forestry and Fire Protection documents are available from California State Fire Training, 1131 S. Street, PO Box 944246, Sacramento, CA 94244-2460, or FIRESCOPE, Support Services Manager, Operations Coordination Center, PO BOX 55157, Riverside CA 92417. All NFES documents are available from National Interagency Fire Center, Great Basic Cache, Supply Office, Boise, Idaho 83705 – FAX 208-387-5573/5548
INFORMATION

Division/ Group Supervisor Kit

As a prospective Division/Group Supervisor, it is essential that you prepare, maintain and consistently utilize a kit furnished with the components designed to facilitate the function of your responsibilities.

The following is a basic listing of recommended components:

Brief/Attaché Case
Belt Weather Kit
Field Operations Guide - ICS-420-1
Fireline Handbook - NFES 0065
Task Book - NFES 2310
Listing of Commonly Used Radio Frequencies and Repeaters
Current State Fire Service Directory
Current State Thomas Bros. Road Atlas
Current State Topographic Atlas
Assorted ICS Forms:
    201, 204, 211, 214, 215-A, CDF-FC-33, OES-F-42, 371 T Cards: 219-5, 219-8, 219-3,
    Carbon Paper, Business Cards, Paper Pad, and 3x5 Cards
Assorted Pens, Pencils
Straight Edge/Ruler
Cassette Recorder with Extra Tapes, Batteries
Masking Tape
Flagging (2 rolls) Hi Visibility
Compact battery Powered Light
Metal Clip Board
Programmable Hand Held Radio with Spare Battery
NFES 2048 Retardant Coverage Card
Spare Reading and Sun Glasses
Binoculars
SEGMENT “A”

PART I WORK ASSIGNMENT

The Instructor Cadre requests that you prepare in the space below, a comprehensive response to the question: "What do you expect to learn from this course"? (Your response must be limited to 25 words)

PART 2 WORK ASSIGNMENT

The instructor Cadre requests that you prepare three statements of "Performance Expectation" that reflect the responsibilities of a qualified Division/Group Supervisor; that you solicit from experienced Division/Group Supervisors. (Your response must be limited to 25 words for each of the three value statements.

EXAMPLE: Be on time and prepared for operational briefings.
SEGMENT “B” QUIZ

Instructions: You are required to complete the following 50 question quiz. Fill-in questions should be completed using brief, concise working. Multiple choice questions should be answered by circling the correct response.

1. Identify the five major functions within the Incident Command System.
   a. Command, Safety, Liaison, Information, Operations
   b. Command, Planning, Safety, Logistics, and Finance
   c. Command, Operations, Planning, Logistics, and Finance
   d. Operations, Logistics, Planning, Support, and Services

2. A Fire Behavior Specialist would be assigned to the _________ Section of the ICS organization.
   a. Operations
   b. Planning
   c. Logistics
   d. Finance

3. Engines, Crews or Dozers are examples of:
   a. Types of Equipment
   b. Types of Strike Teams
   c. Kinds of strike teams
   d. Equipment Division

4. When Operations has not been established, Staging reports to:
   a. Logistics Chief
   b. Base Manager
   c. Incident commander
   d. Branch Director
5. Two Engine Companies and one Truck Company with common communications which are put together for an assignment of a temporary nature, under the supervision of an identified Leader, would be an example of a:
   a. Strike Team
   b. Task force
   c. Single Resource
   d. Crew

6. When the incident organization requires more than five Divisions or Groups, what organizational level may be staffed to maintain an acceptable span of control?
   a. Section
   b. Branch
   c. Strike Team
   d. Task Force

7. The point of contact for assisting or cooperating agencies is the:
   a. Logistics Section Chief
   b. Liaison officer
   c. Information Officer
   d. Staging Area Manager

8. "The reporting and marshaling area for resources not considered available for immediate assignment where primary support activities are performed," defines:
   a. Staging
   b. Base
   c. Command Post
   d. Logistics Section
9. The emergency medical needs of the incident victims (non-emergency responders) are provided by the:
   a. Operations Section
   b. Medical Unit
   c. Planning Section
   d. EMS Services Unit

10. Refueling of apparatus is provided by the:
   a. Ground Support Unit
   b. Supply Unit
   c. Procurement Unit
   d. Refueling Resource Unit assigned to the Operations Section

11. Which of the following does ICS recommend for communications nets?
   a. Command, Logistics, Support
   b. Tactical, Command, Support
   c. Base, Operations, Command
   d. Support, Air-to-Air, Base

12. The Information, Safety, and Liaison Officers comprise which of the following?
   a. Command Staff
   b. General Staff
   c. Support Staff
   d. Operations Staff
13. Which of the following may not have a Deputy?
   a. Logistics Chief
   b. Branch Director
   c. Strike Team Leader
   d. Incident Commander

14. Which of the following most accurately describes the duties of the Service Branch Director?
   a. Supervises the Service, Ground Support and Facilities Unit
   b. Supervises the Communications, Medical and Food Units
   c. Supervises the Facilities, Ground Support and Helicopter Service Units
   d. Supervises the Time, Procurement and Ground Support Units

15. Which of the following are designated ICS facilities?
   a. Command Post, Fire Camp, Communications Center and Helispots
   b. Command Post, Incident Base, Camps, Staging Areas, Helibase and Helispot
   c. Command Post, Staging Areas, Incident Base, Message Center, Communications Center and Helispots
   d. Command Post, Operations Center, Incident Base, Staging Areas, Ground Support Facility and Fire Camp

16. The Haz Mat Group Supervisor reports to the ____________________________ and manages Tactical Operations by supervising the three following specific functions within the exclusion zone: ____________________________

17. In relation to the Exclusion Zone, De-Con should be located ____________________________.

18. Victims affected by a hazardous material substance should not be released to the Medical Group until they have been ____________________________.
19. List six of the twelve basic functions required of the Haz Mat Group Supervisor.

   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

20. Identify the three primary "Control Zones" utilized at the scene of a Haz Mat incident?

   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

21. A US&R Type A "Company" Strike Team consists of:

   No. ___ Type ___ Units with ___ Total Personnel each and a ____________ Leader.

   Minimum Task Capabilities ____________________________________________
   ____________________________________________________________

22. A US&R Type "H" Crew Strike Team consists of No. ___ Type ___ Units, with ___ Total Personnel each and a ______________ Leader.

23. California State/National US&R Task Force 5 would be assigned the Radio Designator, "CA.-TF5" and would have a personnel compliment of __________ personnel.

24. As a Division Supervisor assigned to rescue operations at an Interstate Highway over-pass collapse, what four Team Managers would you assign to a State/ National Task Force Leader under your supervision? ____________________________________________
   ____________________________________________________________

25. At the scene of a multiple vehicle fire, located at the lowest of a three level, below ground parking structure, what radio designator would be assigned to the Division Supervisor?

   ____________________________________________________________
   ____________________________________________________________

26. What would the Phonetic Radio Designator be for the Division Supervisor assigned to exposure protection to the right of the primary entrance of the fire building?

   ____________________________________________________________
27. As a Division Supervisor in charge of search and suppression on the fourth floor of an office complex, what would your Radio Designator be?

28. Radio designation of the supervision of Roof Operations, involving HVAC equipment, ventilation and a possible rescue would be

29. As the designated Medical Group Supervisor at the scene of a multi-casualty Incident, your three primary responsibilities are:

30. Responsibility for the Incident Traffic Plan is assigned to?

31. How are Divisions established on a Wildland Incident?

32. How are Structure Protection Groups designated? - Provide an Example.

33. Does a Division /Group Supervisor retain responsibility for Out-of-Service Resources?  
   Yes  
   No

34. In an extended attack operation, list your three preferred sources:

35. How many repeater tones are available for use in conjunction with the State travel net?
36. Match the following titles with the listed positions by assigning the correct corresponding number.

<table>
<thead>
<tr>
<th>TITLE</th>
<th>NUMBER</th>
<th>POSITION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staging</td>
<td></td>
<td>1. Unit Leader</td>
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<td>Logistics Section</td>
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<td>2. Manager</td>
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<tr>
<td>Information</td>
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<td>3. Section Chief</td>
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<td>Safety</td>
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<td>4. Leader</td>
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<td>5. Officer</td>
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<tr>
<td>Deputy Operations</td>
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<td>6. Commander</td>
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<tr>
<td>Air Tactical</td>
<td></td>
<td>7. Director</td>
</tr>
<tr>
<td>Resource Unit</td>
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<td>8. Supervisor</td>
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<td>9. Chief</td>
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<td>Communications Unit</td>
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<td>10. Specialist</td>
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<td>Branch</td>
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<td>11. Observer</td>
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<td>12. Representative</td>
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<td>Base</td>
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<td>14. Analyst</td>
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<td>Assistant Strike Team</td>
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<td>De-Mob Unit</td>
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<td>Agency</td>
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<tr>
<td>Dozer</td>
<td></td>
<td></td>
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<tr>
<td>Fire Behavior</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

37. Should an I.C.P. be mobile or stationary?

38. In terms of availability, where should staging areas be located?

39. Define the term "Planned Need".
40. Assign suffix identifiers to the following strike team resources:

- Type III Engine S/T
- Type II Dozer S/T
- Type I Crew S/T
- Type I Engine S/T
- Type II Crew S/T
- Type I Dozer S/T
SEGMENT "C"

PRE-COURSE ASSIGNMENT

The following exercises will present you with situational dynamics which once studied will provide information necessary in resolving assignment specifics outlined.

Instructions:

Read each Scenario and utilizing appropriate aids and previous experience, prepare a brief response to each element of the "Assignment", at the conclusion of a Scenario.
SCENARIO No. 1

As the Fire Suppression Group Supervisor; reporting to the Operations Section Chief, you have been requested to recon. and assess the situation and return to a Planning meeting to identify current and predicted risks and to recommend tactical objectives necessary to fulfill your objectives, prior to relieving an Engine company Officer currently functioning in your capacity.

THE INCIDENT:

At the off ramp from the 5th Street bridge, a 6000 gallon tractor trailer tank truck carrying Acrolein (Placard: 1092) (See cameo print out) has overturned. From it's dome covers product is discharging (Approx: 40 G.P.M., for 27 minutes) down the street and into the river. (See diagram)

CURRENT CONDITIONS:

Time: 0630 Hrs. Temp: 62° R.H: 30% Wind: N @ 10 M.P.H.

A police Officer tells you that the driver is deceased, and he has been advised by his dispatcher that the Manager of the nursing home (700 feet to the East of the Incident) reports that several residents are experiencing difficulty breathing.

ASSIGNMENT:

Refer to and complete categories indicated on Scenario No. 3 work sheets.
ASSIGNMENT:

1. List questions/concerns you would have based upon the I.C.'s briefing.
2. Based upon your perception, identify and prioritize your objectives.
3. Are the resources assigned to you adequate to meet your objectives. (Please Comment)
4. List additional resources YOU may require.
5. Outline your resource assignments and organizational structure.
Hazardous Materials Incident - Acrolein Spill
CAMEO® Chemical Identification Data Sheet
CHEMTREC (800) 424-9300 or (202) 483-7616

Chemical Name: ACROLEIN, [INHIBITED]
UN Number: 1092         RTECS: AS105000
STCC: 4906410          Formula: C3H4O
CAS number: 107028

Label: POISON, FLAMMABLE LIQUID

Synonyms:
2-PROPEN-1-ONE
2-PROPENAL
ACQUINITE
ACRALDEHYDE
ACRALDEHYDEACROLEINA (ITALIAN)
ACROLEIN
ACROLEIN (ACGIH, OSHA)
ACROLEIN, [INHIBITED]
ACROLEIN, INHIBITED
ACROLEIN, INHIBITED (DOT)
ACROLEINA (ITALIAN)
ACROLEINE (DUTCH, FRENCH)
ACRYLALDEHYDE (GERMAN)
ACRYLALDEHYDE
ACRYLIC ALDEHYDE
AKROLEIN (CZECH)
AKROLEINA (POLISH)
ALDEHYDE ACRYLIQUE (FRENCH)
ALDEIDE ACRILICA (ITALIAN)
ALLYL ALDEHYDE
AQUALIN
AQUALINE
BIOCIDE
CROLEAN
ETHYLENE ALDEHYDE
MAGNACIDE
MAGNACIDE B
MAGNACIDE H
NSC 8819
PROP-2-EN-1-AL
PROPENAL
PROPYLENE ALDEHYDE
RCRA WASTE NUMBER P003

SLIMICIDE

TRANS-ACROLEIN

CERCLA: YES

EHS: YES

SEC 313: YES

RQ: 1

EHSTPQ: 500

RCRA: P003

State Chemical:

Regulatory Names:

ACROLEIN

ACROLEIN, INHIBITED

Portions @ CAS, 1991
SAFETY MESSAGE

Incident: RIVER
Date: 0816
Time: 0647

Major Hazards and Risks:
Flammable/Poisonous B-L-E-V-E Hazard: Exclusion Zone Radius = 2,000'
Chemical Hazard: Exclusion Zone initially = 1,000'
Down Wind = 1.2 Miles

Narrative:
1. Any entry into Exclusion Zone will be Level A ensemble w/splash protection. Entry team must have charged foam line

2. No entry until back-up line and decon ready

3. Down wind evac crews w/SCBA available

4. Decon w/soap + water – Symptoms: Irritations: sinus, respiratory, eyes

5. Watch for signs of Heat Exhaustion

Safety Officer
SCENARIO NO.1 WORK SHEET

RECOMMENDED TACTICAL CONSIDERATIONS:

IDENTIFY AND PRIORITIZE OBJECTIVES:
SCENARIO NO.1 WORKSHEET

LIST RESOURCES REQUIRED FOR YOUR SUPERVISION:

LIST CURRENT AND PREDICTED RISKS:
SCENARIO NO 002

You have been ordered as a single resource "Overhead", to the Pinyon Flat Fire, on Order No. MMU-9745, Request No. 0-9.

You have received a directive on Travel Net from the Unit E.C.C., to report to Operations on Hungry Horse Highway, at the Pinyon Flat State Park.

The O.S.C. designates you as "Division Bravo". Resources assigned to your Division are staged on Star Route 95 at T Bar M Road and designated as "Pinyon Task Force 3". These Units have been instructed to await your arrival:

- Stovepipe Engine No. 1175 (Type II) Staffing: 4
- Furnace Flat Engine No. 1953 (Type IV) Staffing: 2
- Hank's Water Tender (Type I) Staffing: 1
- Lost Timber Engine No.2160 (Type III) Staffing: 3
- Hightower Engine No.5465 (Type III) Staffing: 3
- C.D.F. – Engine No.4675 (Type III) Staffing: 3

As you reach T-M Road, the O.S.C. advises you on C.D.F. 2 to expedite deployment at T Bar M Ranch and states that she has copied Air TAC’s report of spotting on the Eagle Buttes. (See diagram) She also advises that the only resources available on this division Is Task Force 3 and that she will face to face with you at the Ranch in ten to twenty minutes. Upon arrival at T-M Road you are met by the Officer of Engine 1175; who advises the Engines are at Hoot’s, Re-Fueling and buying drinks.

CONDITIONS: (1147 HOURS - OCTOBER 5TH)

Temp: 94°  R.H: 17%  Winds: 20 Ft. Lower Level, North @ 5-8
B.I: 75  I.C: 89  Upper Level, Northeast @ 15, Gusting to 20+
R.O.S: Moderate  Fuel Model: 2  Terrain: Rolling/Broken
F.F.M: 4%  Characterization: Occasional Plume Domination
Predicted Wx.- Temp: Up 8-10  R.H: Down 4-6  Winds: N-N.E-Gusting  LAL: I

Resources at Stavepipe Staging:
- S/T 9244-C  T/F 9476-G
- STF E- 22  S/T 9247-L
- Repair 5730  S/TXSO-2351-C

ASSIGNMENT:

1. List the questions you may have of the O.S.C.
2. List three critical concerns upon arrival at your assignment
3. Formulate a fire behavior prediction
4. Identify and prioritize your tactical objectives
5. List additional resources you may need.
6. Outline your resource assignments and an organizational structure.
PRIORITIZE TACTICAL OBJECTIVES:

LIST ADDITIONAL RESOURCES:
LIST QUESTIONS FOR THE O.S.C.:

LIST 3 CRITICAL CONCERNS:

FORMULATE FIRE BEHAVIOR FORECAST:
OUTLINE ASSIGNMENTS /ORGANIZATIONAL STRUCTURE
BURNNEY FIRE IAP QUIZ

SEGMENT "D"

INCIDENT ACTION PLAN:

Instructions: You are required to complete the following 25 question quiz. Fill-in questions should be completed using brief, concise answers.

Study the Burney Fire I.A.P. and answer the following questions:

1. What is the Incident number?

2. What is the tactical frequency for contact with Division C?

3. What is the forecasted relative humidity for this afternoon?

4. What are the directions for ambulance response?

5. What are the release priorities for De-Mob?

6. Where is the remaining open fire line and the closest drop point?

7. What is the name of the individual who can advise the name of the Fire Behavior Analyst?
8. At what time and at which drop point can a Type III Engine Task Force be located on Division A?

9. What is the designator of the engine assigned to Helibase?

10. What repeater tone has been identified for the command frequency?

11. Who is the Division Supervisor of Division Echo?

12. What operation are resources assigned to Division Bravo, committed to?

13. Where is Drop Point No. 5?

14. What Type Fire Crew Strike Teams are assigned on Division Delta?

15. What could the Staging Area be named to facilitate its location for out of unit resources?

16. What is the name of the Helibase?

17. How many and what type Copters are available for Division assignment?

18. What is the latitude and longitude for the Helibase?

19. What tactical frequency has been designated as a "Reserve"?

20. What are the predicted wind conditions for mid to late afternoon?

21. What are the re-hab issues with the NEBLETTS property?
22. In which of the school rooms is the Planning Section located?

23. What is the approximate elevation at drop point 4?

24. On which I.C.S. form should the events of your Division's operational period be noted?

25. Which Interagency Incident Management Team is assigned to this fire?
BURNEY INCIDENT

ICS-202
INCIDENT OBJECTIVES
SHU 4099 BURNEY

(1) INCIDENT NAME
(2) DATE
(3) TIME
PREPARED 7-28-92
PREPARED 2000

(4) OPERATIONAL PERIOD (DATE/TIME)
WEDS., 7-29-92 0800 - THURS 7-30-92 0800

(5) GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDE ALTERNATIVES)

1. PROTECT STRUCTURES, LIFE AND PROPERTY
2. KEEP THE FIRE SOUTH OF BURNEY, JOHNSON PARK, AND STATE RTE 299E
3. KEEP THE FIRE WEST OF STATE ROUTE 89
4. HOLD THE SOUTH SIDE OF FIRE NEAR PRESENT LINE LOCATION, NORTH OF ROCKY LEDGE BUTTE
5. MINIMIZE LOSS AND DAMAGE TO NATURAL RESOURCES, INCLUDING FOREST LAND.

(6) WEATHER FORECAST FOR OPERATION PERIOD
SEE ATTACHED "FIRE WEATHER FORECAST"

(7) GENERAL / SAFETY MESSAGE
FIRE HISTORY AND WEATHER PREDICTIONS INDICATE A POTENTIAL FOR SPOTTING WELL OUTSIDE THE BURN - KEEP ALERT - PLAN AHEAD AND KNOW YOUR ESCAPE ROUTES.
DRINK PLENTY OF WATER!!!

(8) ATTACHMENTS: ( X IF ATTACHED)

[ ] ORGANIZATION LIST (ICS-203)
[X] DIVISION ASSIGNMENT LIST (ICS-204)
[X] COMMUNICATIONS PLAN (ICS-205)
[X] MEDICAL PLAN (ICS-206)
[X] INCIDENT MAP
[X] TRAFFIC PLAN
[X] WEATHER FORECAST
[X] FIRE BEHAVIOR
[X] RELEASE STANDARDS
[X] SAFETY MESSAGE
[X] CAMP MAP
[X] UNIT LOG

ICS-202 (9) PREPARED BY:
(PLANNING SECTION CHIEF)

(8) APPROVED BY:
(INCIDENT COMMANDER)
## Incident Command System

### Burney Incident

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Division/Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incident Commander</td>
<td>J. Hawkins</td>
<td></td>
</tr>
<tr>
<td>Deputy</td>
<td>T. McCammon</td>
<td></td>
</tr>
<tr>
<td>Safety Officer</td>
<td>B. Weckman</td>
<td></td>
</tr>
<tr>
<td>Information Officer</td>
<td>G. Lyons</td>
<td></td>
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<tr>
<td>Liaison Officer</td>
<td>B. Redding</td>
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</table>

### Agency Representatives

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<tr>
<th>Agency</th>
<th>Name</th>
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<tr>
<td>CDC</td>
<td>M. Reynolds</td>
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<tr>
<td>OES</td>
<td>W. Brock</td>
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### Planning Section

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<thead>
<tr>
<th>Chief</th>
<th>D. McNamara</th>
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<tbody>
<tr>
<td>Deputy</td>
<td>B. Ward</td>
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<tr>
<td>Resources Unit</td>
<td>M. Holden</td>
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<td>Situation Unit</td>
<td>R. Brillhart</td>
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<td>Documentation Unit</td>
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### Logistics Section

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<tr>
<th>Chief</th>
<th>B. Williams</th>
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<tr>
<td>Deputy</td>
<td>S. Emery</td>
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### Finance Section

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<tr>
<th>Chief</th>
<th>D. Fry</th>
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<tr>
<td>Deputy Trainees</td>
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<td>K. Bond</td>
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<tr>
<td>Procurement Unit</td>
<td>M. Eayrs</td>
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<td>Compensation/Claims Unit</td>
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<tr>
<td>Cost Unit</td>
<td>K. Cooper</td>
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</table>
## INCIDENT COMMAND SYSTEM

**S339 Division/Group Supervisor**

**BURNEY INCIDENT**

---

### Division Assignment List 204

<table>
<thead>
<tr>
<th>BRANCH</th>
<th>DIVISION/GROUP</th>
<th>DIVISION ASSIGNMENT LIST</th>
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<table>
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<tr>
<th>INCIDENT NAME</th>
<th>OPERATIONAL PERIOD</th>
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<tbody>
<tr>
<td>Burney Incident SHU 4099</td>
<td>DATE 7/29/92 TIME 0800 - 0800</td>
</tr>
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### Operations Personnel

- **Operations Chief**: Holmes/Terwilliger
- **Division/Group Supervisor**: C. Dowling
- **Branch Director**: Air Attack Supervisor D. Tiller

### Resources Assigned This Period

<table>
<thead>
<tr>
<th>STRIKE TEAM/TASK FORCE/RESOURCE DESIGNATOR</th>
<th>LEADER</th>
<th># OF PERSONNEL</th>
<th>DROP OFF TIME</th>
<th>PICK UP TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>TF XSH 3151C</td>
<td>Bat 46</td>
<td>Drop Point 1</td>
<td>0800</td>
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<tr>
<td>ST CDF 3700 C</td>
<td>J. Brown</td>
<td></td>
<td></td>
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<tr>
<td>ST CDF 9274 G</td>
<td>H. Love</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>WT E-2</td>
<td>Brad</td>
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<tr>
<td>WT E-19</td>
<td>Warner</td>
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</tr>
</tbody>
</table>

### Control Operations:

100% mop up division. Use one water tender to water road westside of pipeline.

### Special Instructions:

- XSH 3151C: E-13, E-21, E70, E-220. F-30 to Helibase.
- 3700C: 2275, 2277, 2267, 2279, SUD 3234
- ISHI-2, ISHI-3, ISHI-4

All divisions take weather observations every hour, day and night, give to communication.

### Division/Group Communication Summary

<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>TONE</th>
<th>FUNCTION</th>
<th>FREQ.</th>
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<td>Command Local Repeat</td>
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<td>Support Local Repeat</td>
<td>152.950</td>
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<td>Red Net</td>
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<td>151.220</td>
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Prepared by: [Signature]  
Approved by: [Signature]  
Date/Time: March 17, 2000
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor

BURNEY INCIDENT

(1) BRANCH  B  (2) DIVISION/GROUP  

(3) INCIDENT NAME  Burney Incident SHU 4099

(4) OPERATIONAL PERIOD  
DATE July 29, 1992
TIME 0800 - 0800

(5) OPERATIONS PERSONNEL
OPERATIONS CHIEF Holmes/Terwilliger
DIVISION/GROUP SUPERVISOR Jeff Jones
BRANCH DIRECTOR
AIR ATTACK SUPERVISOR D. Tiller

(6) RESOURCES ASSIGNED THIS PERIOD

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<tr>
<th>STRIKE TEAM/TASK FORCE/RESOURCE DESIGNATOR</th>
<th>LEADER</th>
<th># OF PERS.</th>
<th>TRANS NEED</th>
<th>DROP OFF PT/TIME</th>
<th>PICK UP PT/TIME</th>
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<td>E-1486</td>
<td>J. Smith</td>
<td>4</td>
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<td>E-2466</td>
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<td>Sugar Pine #4</td>
<td>Newman</td>
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7. Control Operations:
Mop up inside line 300 feet.

(6) SPECIAL INSTRUCTIONS:
All divisions take weather observations every hour, day and night, and give to communications.

(9) DIVISION/GROUP COMMUNICATION SUMMARY

<table>
<thead>
<tr>
<th>FUNCTION</th>
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<th>TONE</th>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
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<td>Repeat</td>
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<td>Repeat</td>
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<tr>
<td>Div/Gr.Tactical</td>
<td>151.445</td>
<td>Tac 11</td>
<td></td>
<td>Ground to Air</td>
<td>151.220</td>
<td>Red Net</td>
<td></td>
</tr>
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</table>

PREPARED BY (RESOURCE UNIT LEADER)  APPROVED BY (PLANS CHIEF)  DATE/TIME

S339Pre-Course Work.doc
March 17, 2000
<table>
<thead>
<tr>
<th>(1) BRANCH</th>
<th>(2) DIVISION/GROUP</th>
<th>(3) INCIDENT NAME</th>
<th>(4) OPERATIONAL PERIOD</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Burney Incident</td>
<td>July 29, 1992</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SHU 4099</td>
<td>0800 - 0800</td>
</tr>
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</table>

(5) OPERATIONS PERSONNEL

OPERATIONS CHIEF Holmes/Terwilliger
DIVISION/GROUP SUPERVISOR M. Marshall
BRANCH DIRECTOR
AIR ATTACK SUPERVISOR D. Tiller

(6) RESOURCES ASSIGNED THIS PERIOD

<table>
<thead>
<tr>
<th>STRIKE TEAM/TASK FORCE/RESOURCE DESIGNATOR</th>
<th>LEADER</th>
<th># OF PERS.</th>
<th>TRANS NEED</th>
<th>DROP OFF PT/TIME</th>
<th>PICK UP PT/TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST LNF 3615C</td>
<td>Waterman</td>
<td></td>
<td>Drop Point 5</td>
<td>0800</td>
<td></td>
</tr>
<tr>
<td>ST SHF 3676C</td>
<td>Bliss</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>ST CDF 9180G</td>
<td>Freerichs</td>
<td></td>
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<tr>
<td>ST CDF 9280G</td>
<td>Dunford</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>WT E-85</td>
<td>One Horse</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WT E-80</td>
<td>Warner</td>
<td></td>
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<tr>
<td>WT E-78</td>
<td>Sierra Pacific</td>
<td></td>
<td></td>
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<tr>
<td>Fallers</td>
<td>Seaborn/Seaborn</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Failing Boss</td>
<td>J. Herring</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

(7) Crews are to use 20 back pumps w/crews, cold trail (ring) and wet mop all spots between fireline and secondary. Drop Point 5 is at B & C Break.

(8) SPECIAL INSTRUCTIONS:
All Divisions take weather observations every hour, day & night, and give to communications.

9280G: Deadwood 1, 2, & 3
3615C: E-71, 2289, 2262, E-373, E-872
3676C: 1473, 1479, 1463, 1470, WNSP #2
9180G: Alder 2, Alder 5, High Rock 3

(9) DIVISION/GROUP COMMUNICATION SUMMARY

<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM TONE</th>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>CHAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Command Local</td>
<td>151.255</td>
<td>CDF 1</td>
<td>SUPPORT LOCAL REPEAT</td>
<td>153.950</td>
<td>SCFD F-3</td>
<td></td>
</tr>
<tr>
<td>Repeat</td>
<td>159.300</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Div/Group Tactical</td>
<td>151.460</td>
<td>Tac 12</td>
<td>GROUND TO AIR</td>
<td>151.220</td>
<td>RED NET</td>
<td></td>
</tr>
</tbody>
</table>

PREPARED BY (RESOURCE UNIT LEADER) 
APPROVED BY (PLANS CHIEF) 
DATE/TIME
## INCIDENT COMMAND SYSTEM

**S339 Division/Group Supervisor**

### BURNEY INCIDENT

<table>
<thead>
<tr>
<th>(1) BRANCH</th>
<th>(2) DIVISION/GROUP</th>
<th>DIVISION ASSIGNMENT LIST 204</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>(3) INCIDENT NAME</th>
<th>(4) OPERATIONAL PERIOD</th>
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</thead>
<tbody>
<tr>
<td>Burney Incident SHU 4099</td>
<td>DATE July 29, 1992</td>
</tr>
<tr>
<td></td>
<td>TIME 0800 - 0800</td>
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</table>

### OPERATIONS PERSONNEL

<table>
<thead>
<tr>
<th>OPERATIONS CHIEF</th>
<th>DIVISION/GR.SUPERV.</th>
<th>AIR ATTACK SUPERVISOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holmes/Terwilliger</td>
<td>Jay Karwick</td>
<td>D. Tiller</td>
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</tbody>
</table>

### BRANCH DIRECTOR

<table>
<thead>
<tr>
<th>DIRECTOR</th>
<th>AIR ATTACK SUPERVISOR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

### RESOURCES ASSIGNED THIS PERIOD

<table>
<thead>
<tr>
<th>STRIKE TEAM/TASK FORCE/RESOURCE DESIGNATOR</th>
<th>LEADER</th>
<th># OF PERSONNEL</th>
<th>DROP OFF TIME</th>
<th>PICK UP TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST SHF 3675C</td>
<td>1925</td>
<td></td>
<td>Drop Point 4</td>
<td>0800</td>
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<tr>
<td>ST CDF 9290G</td>
<td>Chuchel</td>
<td></td>
<td></td>
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<tr>
<td>ST CDF 9288G</td>
<td>Auk</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>CDF Dozer 2242</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>WT E-87</td>
<td>Warner</td>
<td></td>
<td></td>
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<td>WT E-82</td>
<td>Stephens</td>
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<td>WT E-81</td>
<td>McClung</td>
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<tr>
<td>WT E-18</td>
<td>Clark</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### Control Operations

Finish hoselay - mop-up in 300 feet.

### SPECIAL INSTRUCTIONS:

- 3675C: 1464, 1467, 1466, 1468, 1489
- 9290G: Valley View 1, 2, & 3
- 9288G: Trinity River 1, 2, & 3

All Divisions take weather observations every hour, day & Night, and give to communications.

### DIVISION/GROUP COMMUNICATION SUMMARY

<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>TONE</th>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>CHAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Command Local Repeat</td>
<td>151.355</td>
<td>CDF 1</td>
<td>5</td>
<td>Support Local Repeat</td>
<td>153.950</td>
<td>SCFD F-3</td>
<td></td>
</tr>
<tr>
<td>Div/Group Tactical</td>
<td>151.460</td>
<td>Tac 12</td>
<td>Ground to Air</td>
<td>151.220</td>
<td>Red Net</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PREPARED BY (RESOURCE UNIT LEADER) APPROVED BY (FIANS CHIEF) DATE/TIME

---

S339Pre-Course Work.doc
March 17, 2000
(1) BRANCH E 
(2) DIVISION/GROUP V 
(3) INCIDENT NAME BURNEY INCIDENT 
(4) OPERATIONAL PERIOD DATE 07/29/92 - 07-30-92 
(5) OPERATIONS PERSONNEL 
OPERATIONS CHIEF HOLMES/TERWILLIG.DIVISION/GROUP SUPERVISOR ARMSTRONG 
BRANCH DIRECTOR AIR ATTACK SUPERVISOR D. TILLER 
(6) RESOURCES ASSIGNED THIS PERIOD 
<table>
<thead>
<tr>
<th>STRIKE TEAM/TASK FORCE RESOURCE DESIGNATOR</th>
<th>LEADER</th>
<th># OF PERS.</th>
<th>TRANS NEED</th>
<th>DROP OFF PT/TIME</th>
<th>PICK UP PT/TIME</th>
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</thead>
<tbody>
<tr>
<td>ST CDF 9231 C</td>
<td>CLARABUT</td>
<td></td>
<td>DROP PT 2 0800</td>
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<tr>
<td>ANTELOPE 2</td>
<td></td>
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<tr>
<td>ANTELOPE 3</td>
<td></td>
<td></td>
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<tr>
<td>WT E-84</td>
<td>KNOWLES</td>
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</table>
(7) CONTROL OPERATIONS: 
MOP UP PROBLEM AREA EAST OF PIPELINE 
MOP UP ALONG MT. VIEW LANE 300 FEET 
(8) SPECIAL INSTRUCTIONS: 
9231C: 2377, 2363, 2374, 6271, 5876 
ALL DIVISIONS TAKE WEATHER OBSERVATIONS EVERY HOUR, DAY AND NIGHT, 
AND GIVE TO COMMUNICATIONS. 
(9) DIVISION/GROUP COMMUNICATION SUMMARY 
<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>CHAN</th>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>CHAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMAND LOCAL REPEAT</td>
<td>151.355</td>
<td>CDF 1</td>
<td>5</td>
<td>SUPPORT LOCAL</td>
<td>153.950</td>
<td>SCFD F-3</td>
<td></td>
</tr>
<tr>
<td>DIV/TACTICAL</td>
<td>151.460</td>
<td>TAC 12</td>
<td></td>
<td>GROUND - AIR</td>
<td>151.220</td>
<td>RED NET</td>
<td></td>
</tr>
</tbody>
</table>
PREPARED BY (RESOURCE UNIT LEADER) 
APPROVED BY (PLANS CHIEF) 
DATE/TIME 7/30/92
## INCIDENT COMMAND SYSTEM

### S339 Division/Group Supervisor

### BURNEY INCIDENT

#### INCIDENT COMMAND SYSTEM

<table>
<thead>
<tr>
<th>(1) BRANCH</th>
<th>(2) DIVISION/GROUP STAGING</th>
<th>DIVISION ASSIGNMENT LIST ICS-204</th>
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<th>(3) INCIDENT NAME</th>
<th>(4) OPERATIONAL PERIOD</th>
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<tbody>
<tr>
<td>BURNEY SHU #4099</td>
<td>DATE 07/29/92 - 07/30/92</td>
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<td></td>
<td>TIME 0800 - 0800</td>
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<table>
<thead>
<tr>
<th>(5) OPERATIONS PERSONNEL</th>
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</thead>
<tbody>
<tr>
<td>OPERATIONS CHIEF HOLMES/TERWILLIG. DIVISION/GROUP SUPERVISOR MARK MACK</td>
</tr>
<tr>
<td>AIR ATTACK SUPERVISOR D. TILLER</td>
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<thead>
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<th>(6) RESOURCES ASSIGNED THIS PERIOD</th>
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<tbody>
<tr>
<td>STORM TEAM/TASK FORCE/RESOURCE DESIGNATOR</td>
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<tr>
<td>E-2483</td>
</tr>
<tr>
<td>E-2465</td>
</tr>
<tr>
<td>E-2461</td>
</tr>
<tr>
<td>E-2662</td>
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<td>E-2676</td>
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<td>ST CDF 9276 G</td>
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<table>
<thead>
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<th>(7) CONTROL OPERATIONS:</th>
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<tbody>
<tr>
<td>STAGING IS AT CAL-TRANS YARD</td>
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<th>(8) SPECIAL INSTRUCTIONS:</th>
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<tr>
<td>9276 G: INTERMOUNTAIN #1, #2, AND #4</td>
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<table>
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<th>(9) DIVISION/GROUP COMMUNICATION SUMMARY</th>
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<tr>
<td>FUNCTION</td>
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<tr>
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</tr>
<tr>
<td>COMMAND LOCAL</td>
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<tr>
<td>REPEAT</td>
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PREPARED BY (RESOURCE UNIT LEADER) | APPROVED BY (PLANS CHIEF) | DATE/TIME

---

March 17, 2000
<table>
<thead>
<tr>
<th>(1) BRANCH</th>
<th>(2) DIVISION/GROUP</th>
<th>DIVISION ASSIGNMENT LIST 204</th>
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<th>(4) OPERATIONAL PERIOD</th>
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<tr>
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<td>DATE July 29, 1992</td>
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<th>(5) RESOURCES ASSIGNED THIS PERIOD</th>
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<tbody>
<tr>
<td>STRIKE TEAM/TASK FORCE/ RESOURCE DESIGNATOR</td>
</tr>
<tr>
<td>E-30</td>
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<tr>
<td>WT E-6</td>
</tr>
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</table>

(7) CONTROL OPERATIONS:

E-30 is Oak Run VFG from Strike Team XSH 3151C

(8) SPECIAL INSTRUCTIONS:

Air to Air : Blue Air 151.280
Aircraft/ECC only : 168.625 Air Guard
Air Ops : Alternate : 122.925

(9) DIVISION/GROUP COMMUNICATION SUMMARY

<table>
<thead>
<tr>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>TONE</th>
<th>FUNCTION</th>
<th>FREQ.</th>
<th>SYSTEM</th>
<th>CHAN</th>
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</thead>
<tbody>
<tr>
<td>Command</td>
<td>Local</td>
<td>151.355</td>
<td></td>
<td>Repeat</td>
<td>153.950</td>
<td>SCFD F-3</td>
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</tr>
<tr>
<td></td>
<td>Repeat</td>
<td>159.300</td>
<td></td>
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<td></td>
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<tr>
<td>Div/Group</td>
<td>Tactical</td>
<td></td>
<td>5</td>
<td>Support</td>
<td>153.950</td>
<td>SCFD F-3</td>
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<td></td>
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<td>APPROVED BY (PLANS CHIEF)</td>
<td>DATE/TIME</td>
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<tr>
<td>Personnel &amp; Communications</td>
<td>Name</td>
<td>Air/Air Frequency</td>
<td>Air/Ground Frequency</td>
<td>Remarks (Specific Instr., Safety Notes, Hazards, Priorities)</td>
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</tr>
<tr>
<td>Air Operations Dir.</td>
<td>Dick Tiller</td>
<td>Blue 151.280</td>
<td>CDFl 151.355</td>
<td>* Backup air to air 122.925</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputy Air Ops</td>
<td>Reid Steinbach</td>
<td></td>
<td></td>
<td>* Helibase location Black Ranch Rd. off 299E 42 deg 52.50' x 121 deg 39.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CWN Helicopter Mgr</td>
<td>Gregg Myer</td>
<td></td>
<td></td>
<td>* News Media - Contact Burney Air Attack if flying on 122.925</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CWN Helicopter Mgr</td>
<td>Ralph Crippen</td>
<td></td>
<td></td>
<td>* Life threatening emergencies no incident helicopter available.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HeliBase Mgr</td>
<td>Paul Whitcome</td>
<td></td>
<td></td>
<td>* Ops Chief contact Black Ranch Helibase on command for helicopter</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Air Support Supervisor</td>
<td>Jim Allen</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>


| Operations Recon          | Observe fire activities and crew progress, check fire status. Ops Chf Ship Only | 1 3 | 0900 | As Needed | COP38Y | Black Ranch Helibase |
| Entire Incident           | Bucket Work                                               | 2 2 | 0900 | As Needed | COP204PJ | Black Ranch Helibase |

| TOTALS                    | 3                                                        |

14. Air Operations Support Equipment: 3 Helicopter Tenders, M204PJ, M70, 1 engine helibase, 1 water tender

15. PREPARED BY  

Dick Tiller  
DATE  7/29/92  
TIME  2100
**INCIDENT RADIO COMMUNICATION PLAN**  
**BURNEY SHU 4099**  
**PREPARED DATE/TIME**  
**7-28-92 0300**  
**OPERATION PERIOD**  
**7-29-92 0800 - 0800 7-**

### (4) BASIC RADIO UTILIZATION

<table>
<thead>
<tr>
<th>SYSTEM/CACHE</th>
<th>CHANNEL</th>
<th>FUNCTION</th>
<th>FREQUENCY</th>
<th>ASSIGNMENT</th>
<th>REMARKS</th>
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</thead>
<tbody>
<tr>
<td>CDF 1</td>
<td>06</td>
<td>RX</td>
<td>151.355</td>
<td>COMMAND</td>
<td>TONE 5 MONITORED BY COMMUNICATIONS</td>
</tr>
<tr>
<td>WHITE FIRE 1</td>
<td>10</td>
<td>RX/TX</td>
<td>154.280</td>
<td>DIV A</td>
<td>DIRECT ONLY</td>
</tr>
<tr>
<td>CDF TAC 11</td>
<td>11</td>
<td>RX/TX</td>
<td>151.445</td>
<td>DIV B &amp; E</td>
<td>DIRECT ONLY</td>
</tr>
<tr>
<td>CDF TAC 12</td>
<td>12</td>
<td>RX/TX</td>
<td>151.460</td>
<td>DIV C &amp; D</td>
<td>DIRECT ONLY</td>
</tr>
<tr>
<td>BIFC TAC 2.</td>
<td>08</td>
<td>RX/TX</td>
<td>168.200</td>
<td>RESERVE TACTICAL</td>
<td>USE AS ASSIGNED BY OPERATIONS</td>
</tr>
<tr>
<td>SCFD F-3</td>
<td>03</td>
<td>RX/TX</td>
<td>153.950</td>
<td>SUPPORT NET</td>
<td>RADIO COMM FOR INCIDENT BASE</td>
</tr>
<tr>
<td>AIR GUARD</td>
<td>---</td>
<td>RX/TX</td>
<td>168.625</td>
<td>AIRCRAFT - ECC ONLY</td>
<td>NO MOBILE OR HT USE</td>
</tr>
<tr>
<td>CDF RED NET</td>
<td>04</td>
<td>RX/TX</td>
<td>151.220</td>
<td>AIR TO GROUND</td>
<td>COMM BETWEEN GRND &amp; AIR RESOURCES WHEN COORDINATED</td>
</tr>
<tr>
<td>BLUE AIR</td>
<td>---</td>
<td>RX/TX</td>
<td>151.280</td>
<td>AIR TO AIR</td>
<td>AIRCRAFT ONLY</td>
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<td>AIR OPS ALTERNATE</td>
<td>---</td>
<td>RX/TX</td>
<td>151.280</td>
<td>AIRCRAFT &amp; AIR TO BASE</td>
<td>EXISTING USERS</td>
</tr>
</tbody>
</table>

ICS 205 8-78  
(5) PREPARED BY (COMMUNICATIONS UNIT)  
RALPH MINNICH
SAFETY MESSAGE

INCIDENT NAME: BURNEY
OPERATIONAL PERIOD: 7/29/92 0800 TO 7/30/92 0800

NARRATIVE

TELEPHONE CABLE REPAIR CREWS WILL BE WORKING ALONG MOUNTAIN VIEW ROAD - WATCH FOR THEIR EQUIPMENT AND PERSONNEL.

DIVISION SUPERVISORS CHECK HIRED WATER TENDER DRIVERS AND FALLERS FOR SAFETY GEAR - SUPPLY HAS NOMEX AVAILABLE.

MOST SNAGS AND DAMAGED TREES HAVE BEEN FALLEN, BUT CONTINUE "HEADS UP SIZE UP".

REVIEW THE MEDICAL PLAN AND COMMUNICATIONS PLAN - KNOW WHAT TO DO PRIOR TO A MEDICAL EMERGENCY.

DIVISION A USE EXTRA CARE IN DRIVING AROUND THE HOMES AND TRAFFIC.

CALVIN SAYS "DON'T RUN OVER MY TIGER".

ALONG WITH LUNCHES TAKE OUT PLENTY OF WATER AND WATER UP ALL DAY.

Buck Weckman
SAFETY OFFICER
INCIDENT COMMAND SYSTEM
S339 Division/Group Supervisor

BURNEY INCIDENT

(1) INCIDENT NAME: BURNEY
(2) DATE PREPARED: 7/28/92
(3) TIME PREPARED: 2100
(4) OPERATIONAL PERIOD: 7/29 0800-0800

(5) INCIDENT MEDICAL AID STATIONS

<table>
<thead>
<tr>
<th>STATIONS</th>
<th>LOCATION</th>
<th>PARAMEDICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BURNEY INCIDENT BASE</td>
<td>BURNEY HIGH SCHOOL NORTH END OF BASE CAMP</td>
<td>NO</td>
</tr>
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</table>

"ON THE LINE" USE AVAILABLE EMS ON EQUIPMENT ON CCV'S AND ENGINES

(6) TRANSPORTATION

A. AMBULANCE SERVICES

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>PHONE</th>
<th>PARAMEDICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BURNEY AMBULANCE</td>
<td>BURNEY FIRE DEPT.</td>
<td>&quot;911&quot;</td>
<td>EMT I, II's</td>
</tr>
<tr>
<td>* REDDING MEDICAL CENTER</td>
<td>LSU + HELO (24 HR HELO)</td>
<td>&quot;911&quot;</td>
<td>X</td>
</tr>
<tr>
<td>* CLAIRMONT HTS, RDG.(LSU-HEL0)</td>
<td>&quot;911&quot;</td>
<td></td>
<td>X</td>
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<tr>
<td>* Night landing capability</td>
<td>available after 2400 hrs. 7/29</td>
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B. INCIDENT AMBULANCES

SPECIAL NOTE - LAND AMBULANCE OR EMS HELO. WILL DETERMINE WHICH HOSPITAL TO TRANSPORT PATIENT. AIR TO GROUND FOR EMS HELO USE RED NET 151.220.

(7) HOSPITALS

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>TRAVEL TIME</th>
<th>PHONE</th>
<th>HELIPAD</th>
<th>BURN CTR</th>
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<tbody>
<tr>
<td>MAYERS MEMORIAL</td>
<td>FALL RIVER, CA</td>
<td>5m 20m</td>
<td>335-4775 x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>REDDING MED CTR</td>
<td>REDDING, CA</td>
<td>20m 60m</td>
<td>244-5400 x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>MERCY MED CENTER</td>
<td>REDDING, CA</td>
<td>20m 65m</td>
<td>225-6000 x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>UC DAVIS</td>
<td>SACRAMENTO, CA</td>
<td>60m 4hr</td>
<td>734-2011 x</td>
<td>x</td>
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</table>

(8) MEDICAL EMERGENCY PROCEDURES

MAJOR INJURY - REQUEST EMS HELICOPTERS TO THE INJURY SITE FROM BURNEY BASE LIFE. NOTIFY OPS SECTION CHIEF. LAND AMBULANCE WILL ALSO RESPOND W/EMS. HELO. LAND AMBULANCE WILL REPORT TO BASE FOR ENSCORT TO SIT.

NON-MAJOR INJURY - LAND AMBULANCE ONLY - REQUEST FROM BASE

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<th>(9) PREPARED BY:</th>
<th>(10) REVIEWED BY:</th>
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<tbody>
<tr>
<td>J. Bruno</td>
<td>SAFETY OFFICER B. Weckman</td>
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S339Pre-Course Work.doc
March 17, 2000
DEMOBILIZATION PLAN

I. GENERAL INFORMATION

The following information outlines the demobilization process to be undertaken to release resources from the incident. All resources will follow the procedures outlined to insure equipment is inspected, accountable supplies are returned and finance documents are completed. No equipment or manpower will leave the incident until authorized to do so.

General Guidelines

A. All U.S.F.S. resources must be able to arrive at their home base prior to 2200 hours.

B. All rest requirements will be met prior to release, i.e., 17-hour rule.

II. RESPONSIBILITIES

1. Section Chiefs will identify surplus resources and submit list to the Demobilization Unit.

2. Demob Unit Leader will prepare tentative Release Sheets and present to the Plans Chief and I.C. for approval.

3. After I.C. approval, the local E.C.C. will be informed of surplus resources.

4. Demob will prepare notice of Tentative Release for positions at "Check-Out" and hand out Demobilization Checkout (ICS 221) to resources identified for tentative release.

5. Logistics, Plans, and Finance Chiefs are to insure their units are staffed to check out resources.

6. Local E.C.C. will notify RO/Zone dispatch of surplus resources, determine disposition and notify Demob of release or reassignment.

7. Upon completion of check-out procedures, and release is confirmed, resources are released and local E.C.C. is notified of E.T.A.

III. RELEASE PRIORITIES

1. Private Equipment
2. OES
3. Local Government
4. U.S.F.S.
REHAB PLAN BURNEY FIRE - 1992

SHU 4099

Fruitgrowers

1. Develop written agreement with FGS.
   A. Water and grade roads - restore rolling dips
   B. Division D largest concentration of dozer piles.
      Pull back into fireline spread and remove sawlogs.
   C. Keep firelines open for access.

Division A Small Landowners

1. Compile list and map of small landowners

2. Organize a neighborhood meeting to explain and coordinate
   timber harvesting under an Emergency Notice. Tentative
   meeting on August 1, 1992.

3. Backhoe drainage easement north of Burney Terrace
   Subdivision damaged by dozer work. Coordinate with
   Shasta County Public Works.

4. Remove four fence posts with backhoe on Stuart Neblett’s
   property. (Bartle Road)

Resource Order

1. Backhoe - Coordinate with Shasta County Public
   Works for order date.
2. Skidder - Delay due to narrow fire line.
4. Faller w/ PU - Start bucking when contained.

Brad Dorken
Rehab Officer
7/28/92
ONLY B.U. #8 EMPLOYEES ARE PAID PORTAL TO PORTAL.

NOTE: ALL NON UNIT 8 EMPLOYEES AND SUPERVISORS ARE PAID FOR ACTUAL HOURS WORKED. IF 16 HOURS ARE EXCEEDED IN ANY 24 HOUR PERIOD, A WRITTEN SIGNED AUTHORIZATION WITH JUSTIFICATION WILL BE REQUIRED BY THE TIME UNIT.

DIVISION GROUP SUPERVISORS

SHIFT TICKETS ARE REQUIRED FOR ALL PRIVATE HIRED EQUIPMENT FOR EACH OPERATIONAL PERIOD. TURN THEM IN TO FINANCE. (EQUIPMENT TIME RECORDERS)

DIVISION GROUP SUPERVISORS

ALL PRIVATE DOZERS NEED TO BE SENT IN OFF THE LINE TO BE PROCESSED THROUGH GROUND SUPPORT AND FINANCE FOR RELEASE.
CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION

BURNEY FIRE UPDATE
TUESDAY, JULY 28, 1992
NEW NEWS AS OF 9:00 A.M.

Here’s what’s new since the last bulletin. There were a number of voluntary evacuations near where the fire started. Did you know that the sheriff’s office evacuated about fifty homes near the Oak View/Mapleleaf St. intersection? Often in these situations, the decisions are slow in coming, and the emergency services are criticized for not taking decisive action. In this case the decision and the action came in a timely manner. The inconvenience to the residents was offset by the need to insure public safety.

Many houses and vehicles were hit by retardant from the firefighting aircraft. If some of them were yours, this may answer your questions.
1. What is this stuff? It’s basically a fertilizer, that is slippery, slimy, and best of all it slows down the spread of fire.
2. Is it hazardous? Only in that when it is wet it is extremely slippery.
3. Is it corrosive? Retardant is moderately corrosive if left on surfaces for extended periods, but if removed in a timely manner it is only messy.
4. How do I get this mess off my house (car) (bicycle) (fence) (dog) (cat) (etc.)? Soap and water works best. Remember!! this stuff is slippery!!!!! BE CAREFUL!! Your driveway, roof, etc. will be slippery until it is clean.

Danger!!!!!!!!!! Falling Trees!!!!!!!!!!!!!!!!!!!!
Stay out of the fire area until we have a chance to fall all of the dangerous trees!!! As dry as the woods are this year the burnt trees are especially dangerous. Please stay away from any trees in the fire area until firefighting forces have finished their work. For that matter, it would be best if you stayed out of the fire area until firefighting forces have gone home. We will try to fall all of the dangerous trees today.

Mountain View Road is closed to public use from Carberry to Highway 89 until further notice due to falling trees and firefighting traffic.

What is happening with the fire? Well it’s about 800 acres and we hope to have it contained at about 7 P.M. today. What caused the fire? We are still investigating the cause.
We have about 52 fire engines from several agencies, 9 or so bulldozers, around twenty hand crews, and a total personnel commitment of about 540 people. We are hoping to have the fire under complete control by 7 P.M. tomorrow. The weather cooperated last night and things look pretty good this morning.

We’ll keep you posted as things develop. Thanks for your patience during these trying times.

/s/ Gary Lyon
Lead Information Officer
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**ACTIVITY LOG (CONTINUE ON REVERSE)**

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<thead>
<tr>
<th>Time</th>
<th>Major Events</th>
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**BURNEY INCIDENT**