

OPERATIONS BULLETIN # 43

Subject: *Mobilization Process for Type 3 All-Hazard Incident Management Teams outside of local jurisdiction.*

PURPOSE

To clarify the mobilization processes for the deployment of Type 3 All-Hazard Incident Management Teams (AHIMT3) for national and state incidents outside of their local response area.

(Note: Participation outside of a team's local area is strictly voluntary.)

HISTORY

In 2012, the FIRESCOPE Board of Directors directed the CICCIS Task Force to develop a document that outlines the use and qualifications of AHIMT3s. This Operations Bulletin describes the mobilization process used to mobilize AHIMT3s through the California and national mutual aid system.

MOBILIZATION PROCEDURES:

All-Hazard Incident Management Team Mobilization Procedures

Purpose/Mission/Capability

The purpose of the Type 3 All-Hazard Incident Management Team (AHIMT3) is to provide organized teams of highly trained personnel to assist local, state, and federal agencies with complex incident management. AHIMT3s may be requested for an emergency incident, a planned event, or other mobilization request. Agencies Having Jurisdiction (AHJ) retain authority over the incident and work with AHIMT3s to accomplish the following:

- Protect life, property, and the environment.
- Provide safe and efficient management of complex incidents.
- Coordinate multi-jurisdictional response utilizing local and statewide mutual aid.
- Provide incident management assistance while minimizing cost to a requesting agency.
- Assist with mitigation efforts and restoration of the incident scene.
- Ensure that AHJs maintain compliance with applicable incident management statutory and regulatory requirements (NIMS/SEMS/etc...)

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Configuration:

Participating Agencies/ Local Operating Areas:

The AHJ shall determine the size and composition of the AHIMT3 based on incident type and complexity. An AHIMT3 may deploy as a full team, a partial team ("short" team), or as single resources.

California State Geographic Deployments (Full Team Configuration):

- Incident Commander (ICT3)
- Deputy Incident Commander (ICT3)
- Safety Officer (SOF3)
- Information Officer (PIO3)
- Liaison Officer (LOFR)
- Operations Section Chief (OSC3)
- Finance Section Chief (FSC3)
- Logistics Section Chief (LSC3)
 - Supply Unit Leader (SPUL)
 - Facilities Unit Leader (FACL)
 - Communications Unit Leader or Incident Communications Technician (COML or COMT)
 - Medical Unit Leader (MEDL)
- Plans Section Chief (PSC3)
 - Resource Unit Leader (RESL)
 - Situation Unit Leader (SITL)
- 4 Trainees (with concurrence of the ordering agency)

FEMA and EMAC Deployments - Use the FEMA Team Configuration Guideline: *An order for a AHIMT3 (whether through EMAC or through the National Firefighting Mobilization System) shall be filled with a minimum of fourteen members that comprise the following positions:*

- Incident Commander (ICT3)
- Safety Officer (SOF3)
- Information Officer (PIO3)
- Assistant PIO (PIO3)
- Liaison Officer (LOFR)
- Operations Section Chief (OSC3)
 - Deputy Operations Section Chief (OSC3)
 - Staging Area Manager (STAM)
- Finance Section Chief (FSC3)
- Logistics Section Chief Type 3 (LSC3)
 - Communications Unit Leader or Incident Communications Technician (COML/COMT)
- Plans Section Chief (PSC3)
 - Resource Unit Leader (RESL)
 - Situation Unit Leader (SITL)

Note: The fourteen AHIMT3 members, and any other AHIMT3 members subsequently ordered shall be from an organized, government-sponsored AHIMT3, and shall meet

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recognized qualifications for the positions they are filling. An order for an AHIMT3 is for the personnel only and does not include any communications or office equipment or supplies (this should be supplied by the AHJ). If the AHIMT3 arrives and determines that they need additional or specialized personnel, equipment or supplies, those shall be ordered through the established ordering process.

An AHIMT3 may embed into an existing AHJ incident management structure, establish and oversee an incident management structure for the AHJ, or provide transitional incident management support to the AHJ prior to arrival of a Type 1 or Type 2 Incident Management Team.

Qualifications/Selection of Team Members:
Training Requirements

All AHIMT3 qualified team members shall be required to successfully complete the following courses prior to being assigned to a team:

- ICS-100: Introduction to ICS for Operations First Responders
- ICS-200: Basic NIMS/ICS for Operational First Responders
- ICS-300: Intermediate ICS for Expanding Incidents for Operational First Responders
- ICS-400: Advanced ICS for Command and General Staff, Complex Incidents, and MACS
- FEMA IS-700: NIMS, An Introduction
- FEMA IS-800: National Response Plan, An Introduction or FEMA IS-800b: National Response Framework, An Introduction
- O-305 All-Hazard Incident Management Team Training or the NWCG S-420 Command and General Staff Course (Command and General Staff)
- Position Specific Training

Position specific training requirements for Fire and Rescue personnel are defined in the most current version of the **California Incident Command Certification System Qualification Guide**. Non-fire disciplines personnel whose employing agencies have a credentialing and qualifications standard shall adhere to those requirements. If a discipline (i.e. Law Enforcement, Public Works, etc.) does not have standards for credentialing or qualifications they shall follow FEMA's recommended requirements (***In California these FEMA recommendations are required***).

Experience Requirements

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All AHIMT3 qualified members shall maintain valid and current certification and qualification in the position(s) they are fulfilling on the Type 3 AHIMT.

Jurisdiction/Governance:

Participating Agency Administrators provide the governance and oversight to the local AHIMT3 Personnel. Liability remains the responsibility of the AHIMT3 members sponsoring agency. Each AHIMT3 will create and maintain a Team Manual outlining the following:

- Mission
- Administrative Procedures
- Qualification
- Training
- Experience Requirements
- Activation Procedures
- Team Structure
- Incident Reporting and documentation requirements.

Prior to being available for initial entry into the Resource Ordering and Status System (ROSS), or other accepted Resource Ordering System of Record, a review of the training and experience of each team member will be conducted by a representative of the CalOES Fire and Rescue Division, or their designee. The sponsoring agency of each team member shall validate and ensure its personnel meet all applicable AHIMT3 training and qualifications requirements utilizing an incident qualifications system recognized by CalOES. Entry of AHIMT3 personnel into ROSS and/or any other accepted resource mobilization system shall be in accordance with the current ROSS and/or other accepted resource mobilization system's business practice.

California AHIMT3 Status:

The CalOES Fire and Rescue Division shall maintain an on-call roster of available AHIMT3 within California.

Team Status Keeping:

- Monday morning by 0900 teams that are available for statewide or national mobilization shall contact the Cal OES on duty Communications Operator with IC name and contact information. Teams that do not contact CalOES shall be considered unavailable that week.
- Cal OES Communications Operator: (951) 320- 6198 office or (951) 782-4965 fax.
- Team rosters may be compiled after discussion with the AHJ at time of mobilization.

Rotation:

- Within each OES Region the closest available AHIMT shall be assigned. Proximity and availability shall be the guiding principles for any assignment.
- OES shall maintain by Geographic Coordination Area a list of regionally available AHIMT3s within ONCC and OSCC similar to that used for Federal Type 2 IMT's.
- Rotations of California AHIMT3s to national incident shall be managed similar to the California Type 1 National rotation system. An AHIMT3 without an assignment shall

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rotate to the top of the list until they are assigned. Once assigned, the AHIMT3 rotates to the bottom until the list is exhausted or other teams are unavailable.

- The CalOES Fire and Rescue Division Duty Chief, retains the authority to manage AHIMT3 rotation and management as necessary to achieve team experience objectives, ensure proficiency, manage fatigue, or for other reasons when assignments are out of local area.

AHIMT3 Mobilization/ordering process:

- The mobilization for AHIMTs outside of their local operating area and local agreements shall use the CalOES Fire and Rescue Division's resource ordering process.
- Teams shall use the following ROSS naming convention: Team –AHIMT - T3 – CA - IC name, team name, or team number.

Duration of Assignments

The duration of assignment for a AHIMT3 may vary by incident. Typically, a deployment should last no longer than 14 days (excluding travel).

After 14 days, an AHIMT3 would expect to either return incident management back to the AHJ (in the case of a de-escalating event) or transition incident management to a Type 2 or Type 1 IMT (as in the case of a longer term or escalating event).

Lengthening assignments may be an indicator of additional or growing incident complexity. Exceptions to this are a steady state incident where Incident Action Plans are being completed for multiday operational periods and work assignments do not change, such as, during the recovery and restoration stages of a large incident.