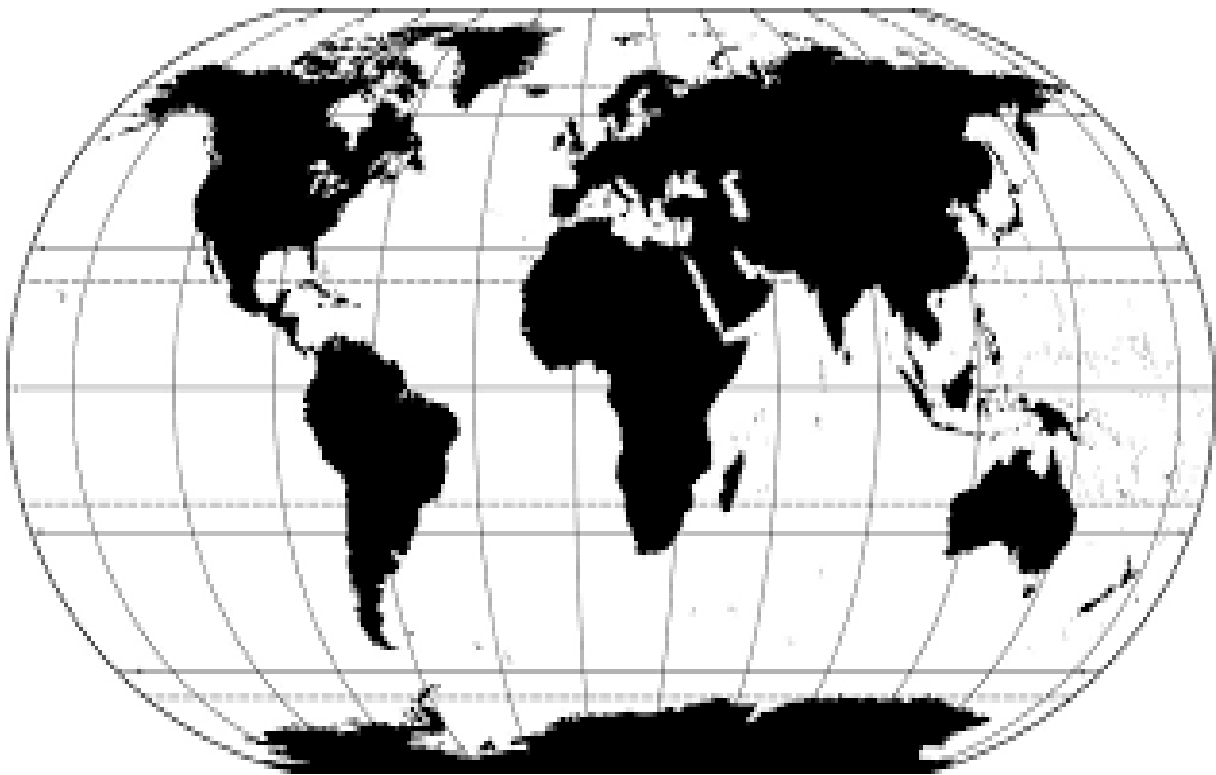


INTERNATIONAL MOBILIZATION GUIDE



August 2024



NATIONAL INTERAGENCY FIRE CENTER

3833 South Development Avenue Boise ID 83705



DATE: August 5, 2024



TO: Agency Personnel

FROM: NIFC-Multi-Agency Coordinating Group

SUBJECT: 2024 International Mobilization Guide



Attached is the 2024 International Mobilization Guide. These standards are written to reflect the interagency needs of the user.

The International Mobilization Guide states, references or supplements policy for Bureau of Land Management, US Forest Service, US Fish and Wildlife Service, National Park Service and Bureau of Indian Affairs.



The signatory agencies have directed the National Interagency Coordination Center (NICC) with review and oversight from the National Multi-Agency Coordinating Group (NMAC) to annually revise, publish and distribute the International Mobilization Guide by March 1, and issue errata to this document.



The International Mobilization Guide establishes the standards for international mobilization and demobilization of resources responding to foreign incidents in Canada, Australia and New Zealand; and foreign resources from Canada, Mexico, Australia and New Zealand in response to wildland fires located in the United States. The bilateral agreements between those countries and this document are the foundational documents instituting overarching processes for total mobility of resources.



Suggestions for modification of this publication can be submitted at any time during the calendar year. Suggestions can be submitted to the NICC or through your agency's leadership channels that are communicated to your agency's NMAC representative.





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CHAPTER 10

OBJECTIVES, POLICY AND SCOPE OF OPERATION

INTRODUCTION

The United States has a long history of international cooperation and involvement within wildland fire. This holds true for the United States Department of Agriculture (USDA) and the United States Department of the Interior (DOI).

Close associations with four countries—Canada, Mexico, Australia and New Zealand—has led to maintaining and expanding International Agreements or Arrangements to exchange fire management resources. These countries have well-established relationships developed through participation in the North American Forest Commission (NAFC) — Fire Management Working Group (FMWG) and the Australasian Forest Fire Management Group (FFMG).

Countries that are party to these bilateral agreements for exchange of wildland fire resources will be referred to as “Partner Countries” throughout this guide.

PURPOSE AND LIMITATIONS

The purpose of this Guide is to provide an overview of the mobilization process for both sending federal resources from the United States to Canada, Australia and New Zealand, as well as receiving foreign resources from Canada, Australia, New Zealand and Mexico.

This guide is an overview of the requirements, practices, mechanisms and process for sending and receiving resources on a national scale. This guide follows and references federal government policy and procedures, but is not specific to USDA, DOI or their bureaus and agencies.

This guide also gives an overview of the compacts, initial attack, border agreements, information specific to aviation assets, a position crosswalk for commonly used positions among the United States, Canada, Australia, New Zealand and Mexico, and an overview of all the agreements and MOUs that are in place for international mobilizations.

WHAT THIS GUIDE COVERS

This guide covers international ordering procedures and the mobilization process for federal resources responding to wildland fire incidents in Canada, Australia and New Zealand only.

Federal resources are identified in this guide as employees and aviation assets from the USDA with the US Forest Service (USFS), and DOI Employees and aviation assets with the Bureau of Indian Affairs (BIA), the Bureau of Land Management (BLM), the US Fish and Wildlife Service (FWS), and the National Park Service (NPS) only.

This guide covers the ordering and mobilization process for resources from Canada, Mexico, Australia and New Zealand responding to wildland fire incidents in the United States.

These resources are identified in this guide as those that are requested by NMAC through the Request for Assistance (RFA) process.

WHAT THIS GUIDE DOES NOT COVER

State and Local Government

This guide does not cover the mobilization process for state and local government employees responding to wildland fire incidents in Canada, Australia and New Zealand. However, Chapter 40 does give an overview of compacts, initial attack (for Canada and Mexico), and border agreements (for Canada and Mexico).

This guide does not cover the mobilization process for federal employees who work for agencies other than the five fire bureaus.

Sending Resources to Countries Other Than Canada, Australia and New Zealand

This guide does not cover the mobilization and ordering process for foreign countries other than Canada, Australia and New Zealand.

Non-Emergency Support to Foreign Countries

Natural disasters and humanitarian needs are not a part of this guide. Training and instruction requests are also not part of this guide.

INTERNATIONAL AGREEMENTS AND ARRANGEMENTS

The United States government can exchange resources with international partners through bilateral agreements or arrangements that define the authorities and type of assistance to be provided. Accompanying operating plans further describe how these countries exchange resources. The USDA and DOI jointly enter into these agreements under the authority of the EMERGENCY WILDFIRE SUPPRESSION ACT AS AMENDED, US PUBLIC LAW 100-428, 42 USC, SECTION 1856M.

These bilateral agreements and arrangements are coordinated through the USDA Forest Service, All Hazard and International Fire Support Branch, Fire & Aviation Management Office, in cooperation with the DOI Office of Wildland Fire (OWF). The National Interagency Coordination Center (NICC) works with the National Multi-Agency Coordinating Group (NMAC) at the National Interagency Fire Center (NIFC) in Boise, Idaho, to manage resource requests and distribute assistance to fires in the United States and to mobilize resources to support firefighting activities in our Partner Countries or to request resources to respond to fires in the US.

CHIEF OF MISSION AUTHORITY

All activities by federal employees in a foreign country on Official Business fall under Chief of Mission authority with the US Department of State.

Chief of Mission (COM) is the title conferred on the principal officer in charge of each US diplomatic mission to a foreign country, foreign territory or international organization. Typically the term refers to the US ambassadors who lead US embassies abroad, but the term also is used

for ambassadors who head other official US missions or other diplomatic personnel who may step in when no ambassador is present.

Appointed by the President, each COM serves as the President's personal representative, leading diplomatic efforts for a particular mission or in the country of assignment. US ambassadors and others exercising COM authority are by law the cornerstone of US foreign policy coordination in their respective countries.

The statutory basis for COM authority and responsibilities is the FOREIGN SERVICE ACT OF 1980, AS AMENDED (FSA 1980; P.L. 96-465), which states that the COM has "full responsibility for the direction, coordination, and supervision of all government executive branch employees in that countries," with some exceptions; and for keeping "fully and currently informed" about all government activities and operations within that country.

The bilateral arrangements for the exchange of fire management resources are signed for the United States by the US Ambassador for that country.

OFFICIAL CHANNELS

US Department of State

Staff at US Embassy and Consulates are integral components of responding to requests for assistance in a foreign country. They have oversight and authority that comports with the Chief of Mission authority mentioned prior.

National Multi-Agency Coordinating Group

The National Multi-Agency Coordinating Group (NMAC) is comprised of members who have been delegated authority to provide an essential management mechanism for national level strategic coordination to ensure that firefighting resources are efficiently and appropriately managed in a cost-effective manner.

Their mission is to provide national wildland fire operations management, priority setting and resource allocation through multi-agency coordination. The group is represented by leadership from the following agencies:

- United States Forest Service
- Bureau of Land Management
- Bureau of Indian Affairs
- United States Fish and Wildlife Service
- National Park Service
- United States Fire Administration
- National Association of State Foresters

NMAC manages all international resource requests from Partner Countries and requests assistance to fires in the United States from Partner Countries. NMAC members representing the USFS, BLM, BIA, NPS, and FWS are also authorized to oversee all federal resources requested to support firefighting activities in the Partner Countries.

As with domestic resource requests, the National Multi-Agency Coordination Group (NMAC) sets priorities and allocates resources based on preparedness levels.

Resource allocation decisions for mobilizing federal resources to Partner Countries, are based on the following considerations:

- Wildfire suppression
- Emergency Support Function (ESF) / National Response Framework
- Agency Prescribed Fire operations
- International cooperation

For further information regarding NMAC, go to: <https://www.nifc.gov/nicc/nmac>

National Interagency Coordination Center

The principal mission of the National Interagency Coordination Center (NICC) at the National Interagency Fire Center (NIFC) is the cost-effective and timely coordination of land management agency emergency response for wildland fire.

The National Interagency Coordination Center (NICC) is the authorized body to coordinate resource mobilization internationally with Canada, Australia, New Zealand and Mexico.

US Forest Service All Hazard and International Fire Support

The Forest Service All Hazard and International Fire Support Branch located in the Forest Service Headquarters in Washington, D.C. has the responsibility of negotiating and maintaining the international agreements and arrangements in cooperation with the DOI Office of Wildland Fire (OWF).

REQUEST FOR ASSISTANCE PROCESS

The Request for Assistance (RFA) is the formal process used to order wildland fire management resources between the US and Partner Countries. The RFA is an official form that is signed by the US and Partner Countries coordinating authorities. Included in the RFA are details such as date and time needed, reporting locations, resource types and numbers, work shifts and duty hours, etc.

The US and Partners Countries have peer to peer conversations throughout the year. Prior to an RFA being submitted, these discussions include incident status, predicted activity, resource drawdown and other factors encumbering incident response.

For sending resources to a Partner Country, NMAC is the approving entity. Please see Chapter 20 for further information.

When receiving resources from a Partner Country, NMAC requests the resources, as well as specific Geographic Area allocation. Please see Chapter 30 for further information.

SYSTEMS AND QUALIFICATIONS

As part of the process to exchange resources for fire suppression under the international agreement/arrangements, Partner Countries are required to demonstrate an established national system for national coordination, incident command and control and qualifications. These are

different than the United States systems, but similar in concepts and principles. Qualification matrixes and standards are continually under evaluation and are discussed and agreed upon prior to mobilizing requested positions. *Please see Chapter 60 – Qualification Positions Crosswalk*

MANAGEMENT STRUCTURES

The following positions are part of the internal command structure established within the United States to support international mobilizations for both receiving and sending resources. These positions are not part of the ordering system and are pre-established as part of one's position responsibilities.

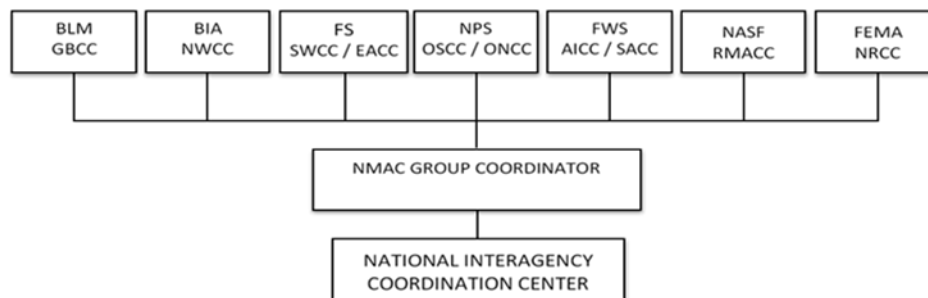
Please see Appendix A for sample org charts.

NMAC Members

NMAC is the national level authority for directing and controlling firefighting resource allocations between Geographic Areas to ensure priority objectives are met, with full authority to take appropriate actions to implement their decisions. The same authority applies when evaluating international requests for assistance, both sending and receiving.

Responsibilities

- Develop decisions regarding all Requests for Assistance FROM Partner Countries.
- Develop decisions regarding all Requests for Assistance TO Partner Countries.
- Coordinate with Geographic Area Coordinating Groups and Geographic Coordination Centers for resource allocations.



NMAC Chair (Or Vice Chair)

Representative for the US Government for wildland fire activities that are part of an international mobilization. They are responsible for several aspects of responding to a Request for Assistance, during both receiving and sending. The Vice Chair of NMAC serves in the absence of the Chair.

Responsibilities

- Represents all US Wildland Fire Leadership for mobilization and ordering.
- Addresses delegations of resources from Partner Countries upon arrival.
- Organizes and leads After Action Reviews for foreign resource deployments.

NMAC Coordinator

Maintains contact with peer positions at the Partner Country's fire coordination organization, Canadian Interagency Forest Fire Centre, and the Australasian Fire Authorities Council. The primary point of contact when a request for assistance will be generated, both sending and receiving.

Responsibilities

- Serves as the facilitator for all NMAC decision making.
- Evaluates pending Request for Assistance before bringing to NMAC for decision.
- Supervises support positions that are activated by NMAC and at the NICC for any international deployment, both sending and receiving.
- Works directly with Partner Country coordinating authorities through regular information sharing and meetings.
- Maintains the Operating Plans related to all international arrangements referred to in this guide.

NMAC International Liaison

The NMAC International Liaison (NILO) is requested by NMAC and activated by the NMAC Coordinator when receiving Partner Country resources. The NILO is responsible for building a team that primarily composed of a staff and leader for mobilization center, briefing and training actions. The NILO is NMAC's point person during an internal mobilization.

Responsibilities

- Attend NMAC meetings and report out on all preparatory and on-going actions for receiving resources.
- Collaborate and manage with staff.
- Primary point of contact until resources (receiving) arrive at their designated assignment.
- Coordinate closeout activities. Reassemble staff as needed for AARs, demobilization, etc.

International Coordinator

The International Coordinator is the primary point of contact for all international mobilizations. Depending on the size of an RFA or mobilization, they may establish an International Expanded Dispatch to facilitate the ordering process. Their primary role when sending resources is to ensure all applicable paperwork and authorizations are complete and accurate prior to a resource traveling.

When receiving resources the International Coordinator is responsible for working with NMAC to allocate incoming resources and ensure the resources meet the qualifications identified in the RFA.

Responsibilities

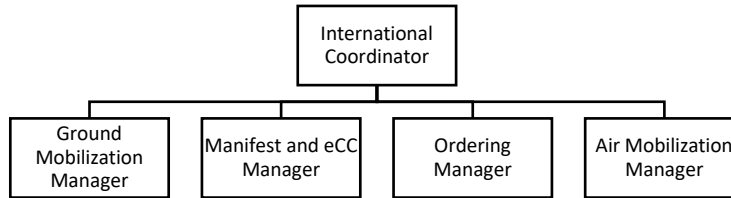
- Assemble staff to fulfill duties of the International Expanded, as required.
- Coordinate with incoming Partner Country INLOs at NIFC.
- Ensure entry requirements are completed for all resources.
- Primary point of contact until resources (sending) arrive in the Partner Country.
- Resource tracking for the duration of the RFA.

International Expanded

The international expanded operates out of the NICC under the direction of the International Coordinator. Unlike a traditional expanded dispatch, the international expanded functional areas are unique to the RFA being processed and may include positions such as: Manifest and Electronic Country Clearance (eCC) Manager, Ground Mobilization Manager, Air Mobilization Manager, Aviation Resource Manager, Agency Travel Specialist, etc.

Responsibilities

- Processes all resource requests.
- Acts as the requesting country in the IROC system.
- Coordinate ground and air travel to ensure resources arrive when requested.
- Provides feedback on the process to the International Coordinator.



Embassy Liaison

The primary responsibility of the Embassy Liaison is to communicate with the embassy and/or consulate(s), as well as to interface with leaders from the sending country’s agencies and associated international groups and committees. This role ensures countries comply with the Arrangement and Operating Plan.

Responsibilities

- Communicate with the embassy and/or consulate(s) on a regular basis and responds to their requests.
- Facilitates completion of country clearance and develops documentation for entry requirements.
- Maintain availability to assist the International Coordinator in their designated roles and responsibilities.
- Mobilize along with the International Liaison Officer “in-country” prior to any other resource mobilizations, to help facilitate resource negotiations.
- Coordinates with sending country’s leadership to facilitate and escort any official visits.
- Advise Public Affairs Officers and other Senior Officials.

International Mobilization Center Manager

The International Mobilization Center Manager is responsible for ensuring the logistical needs of incoming resources are established and available when the resources arrive. They report to the NILO and work with the International Coordinator for the duration of the activation.

Responsibilities

- Assemble and supervise staff to fulfill duties of the International Mobilization Center.
- Provide logistical support for Partner Country resources.
- Provide feedback and reports to the NILO.

International Orientation Coordinator

The International Orientation Coordinator is responsible for preparing and validating all necessary information and materials to receive incoming resources from a Partner Country. They are responsible for ensuring training materials are available and that training sessions are organized appropriately for the type and number of resources arriving. Multiple training specialist positions (Predictive Services, Driving Instructor, Wildland Fire Terminology, Fire Shelters, etc.) will report to this coordinator, based on the number and type of incoming

resources. They report to the NILO and work with the International Coordinator for the duration of the activation.

Responsibilities

- Work with the NILO to ensure the training information is tailored to the location that Partner Country resources will be assigned.
- Validate and update briefing materials in advance of the arrival of the Partner Country resources.
- Establish timeline and schedule for completing training required of Partner Country resources.

SPECIALIZED SUPPORT POSITIONS

The following positions are part of the command structure established for International Operations and agreed upon by the United States, Canada, Australia and New Zealand. In addition to the US staffing these positions in a foreign country, the same holds true for Partner Countries operating in the US.

For US operations, these positions are ordered through the IROC system, and are inserted on RFAs at the request of the sending country. These specialized positions play a critical role with the coordination of international response and support. They support resources from Partner Countries and serve as a backstop for any specific needs that resources may have, during wildland fire operations taking place in a foreign country.

International Liaison Officer (INLO)

The International Liaison Officer is the “in-country” point of contact for both the sending and receiving countries (may be referred to as an international resource representative). The primary responsibility of the INLO is to be the mediator for resource inquiries and requests between Coordinating Authorities, ensure the respective Arrangement and Operating Plan are adhered to, foster positive relationships with the host and other international partners, provide support and safety to their respective resources (on deployment) and effectively handle any unexpected situations that may develop (i.e. issues related to border security, urgent demobilizations and critical or significant incidents).

Historically the INLO operates out of the Partner Countries national coordinating authority office. For the United States this would be the NICC, located in Boise, ID. For Canada this is at CIFFC in Winnipeg, Manitoba and for Australia it is the NRCS in East Melbourne Victoria.

Responsibilities

- Arrive in-country prior to resource mobilizations to negotiate with the receiving country on the types/amounts of resources required.
- Communicate with the receiving country regarding policy, administrative, legislative and operational requirements for the sending country’s resources.
- Make initial notifications and liaise with appropriate peer personnel, as well as being re-tasked in a role within the Incident within an Incident (IWI). Please see the appendix for further information.
- Provide updates to the receiving country regarding availability, qualifications and skill sets of sending country resources.

- Collaborate with the receiving country to organize the tour of duty for resources including arrival, orientation, deployment and demobilization.
- Attend briefings/meetings/conference calls and provide updates of activities to NICC (could be daily or weekly).
- Establish a support network and communications plan for the NICC, SREP, FREP(s) and team leaders.
- Monitor wellbeing and performance of all in-country personnel.
- Check-in/Check-out on a regular basis with the receiving country's point of contact.
- Monitor resource activities via the SREP(s) and/or FREP(s) and manage deployment variation protocols with the receiving country.
- Oversee tracking of the sending country's resources and maintain an overview of all resource locations.
- Prior to demobilization, transition with the replacement International Liaison Officer or provide 'After Action' items to the host country and finalize deployment.

Senior Representative

The primary role of the Senior Representative is to act as the point of contact for resources and Field Representatives in a specified area and to provide logistical support and safety of those resources. The SREP is responsible for collaborating and building positive relationships with the receiving country's jurisdictional offices and international partners. The SREP communicates with the International Liaison Officer to coordinate the mobilization and demobilization of resources. The SREP under the direction of the International Liaison Officer, effectively handles unexpected situations that may develop. Historically this position has been located at a geographic area or provincial fire center. For the United States this would be at the host GACC, in Canada it is province based and for Australia it is state based.

Responsibilities

- Communicate with the receiving country regarding policy, administrative, legislative and operational requirements.
- Work with the International Liaison Officer and the receiving country to organize the tour of duty for the sending country's resources including arrival, orientation, deployment, after action review and demobilization.
- Make initial notifications and liaise with appropriate peer personnel, as well as being re-tasked in a role within the Incident within an Incident (IWI). Please see the appendix for further information.
- Attend briefings and provide updates of activities.
- Monitor resource health, safety and performance. Identify and manage any variations in protocols between the sending and receiving countries.
- Develop and maintain resource tracking reports for their specified area. Report personnel location changes to the International Liaison Officer daily.
- Coordinate with the International Liaison Officer and FREP(s) regarding any critical or significant incident that occurs.
- Ensure any injury is treated appropriately, is reported to the International Liaison Officer, and is supported with adequate documentation (medical certificates, etc.) to allow workers compensation claims to be processed if necessary.
- Provide for logistical support of resources. Coordinate with the receiving country's jurisdictional point of contact for re-deployment or movement of resources.

- Receive, transfer and facilitate movement of resources at the receiving country's international airport. Communicate with airport security, the embassy and air carriers to ensure timely and accurate logistical needs are met.
- Prior to demobilization, provide 'After Action' items to the International Liaison Officer and the jurisdictional point of contact or designee.

Interagency Resource Representative/Field Representative (International)

The primary role of the FREP is to coordinate with and ensure the wellbeing of the sending country's field resources that are assigned to incidents. The FREP provides oversight of resources when not engaged on an incident. The FREP reports to the SREP or directly to the International Liaison Officer. The FREP should be deployed on the same schedule as the resources for whom they are responsible.

Responsibilities

- Monitor the health and safety of the resources under their responsibility including, but not limited to, prevention and management of fatigue, stress and accidents.
- Ensure injuries are treated appropriately, are reported to the Medical Unit, IMT, SREP and International Liaison Officer; and are supported with adequate documentation (medical certificates, etc.) to allow workers compensation claims to be processed if necessary.
- Make initial notifications and liaise with appropriate peer personnel, as well as being re-tasked in a role within the Incident within an Incident (IWI). Please see the appendix for further information.
- Act as a hospital liaison for any critical or significant incident that occurs such as an injury to the sending country's resource. The FREP is expected to perform a key role by stabilizing the situation and managing the welfare of the injured person(s) and the rest of the sending country's resources.
- Provide appropriate information to the SREP and International Liaison Officer.
- Facilitate the logistical needs of their respective resources.
- Provide regular reports and updates to the International Liaison Officer regarding all aspects of the 'Who, What, Where, When and Why' of the resources. This should occur regularly (every day or when they change).
- Coordinate arrangements for the return of resources to the home agency.

INCIDENT BUSINESS, BUDGET AND FINANCE

All reimbursable costs are addressed in the operating plans under the international agreements and arrangements. The costs of salary, travel, lodging, meals and other expenses normally covered by the assisting country will be reimbursed by the requesting country.

HUMAN RESOURCES (HR) AND EMPLOYEE RELATIONS (ER)

Workplace Harassment

The US and Partner Countries provide a workplace environment free from harassment. All appropriate officials will be notified of and have the opportunity to promptly correct harassing conduct.

All personnel will follow their agency policy regarding workplace harassment and reporting, while on assignment in a Partner Country or while assigned with Partner Country resources in the US.

Hospitalization and Medical Care

The Participant Country shall insure that immediate medical services are provided to any member of the sending Participant Country personnel regardless of the nature of the requirement or the type of medical aid required.

Prior to leaving their home country, the sending Participant Country shall confirm that existing workers compensation arrangements cover liability for personal injury, compensation and death for their resources responding to the Receiving Participant Country's request for Wildland Fire Management Assistance.

The Receiving Participant Country shall not be liable for any workers compensation or other insurance costs except as agreed in advance between the participants.

The USFS, BLM, BIA, NPS and FWS have processes unique to each of their agencies for medical care and hospitalizations. Each agency will provide a process for medical compensation and claims, points of contact and payment of medical services while in a Partner Country, in support of wildland fire operations.

Accidents and Investigations

In the event of an accident or incident involving the sending Partner Country's personnel, the sending Partner's agency (if in a Partner Country) or country's representative (if in the US) should be invited to be part of the investigation team and process.

Line of Duty Death

In the event of a Line of Duty Death involving the sending Partner Country's personnel, the sending Partner's agency (if in a Partner Country) or country's representative (if in the US) should be invited to be part of the repatriation process.

AFTER ACTION REVIEWS (AAR)

The NMAC Chair will schedule and facilitate all AARs for both sending and receiving mobilizations. The International Coordinator (located at NICC), INLOs, SREPs and FREPs/IARRs are responsible for collecting all relevant after action items.

CHAPTER 20

SENDING RESOURCES

OVERVIEW

This chapter outlines the ordering and mobilization process for sending resources to Canada, Australia and New Zealand.

ORDERING PROCESS/REQUEST FOR ASSISTANCE (RFA)

When wildland fire operations exceed domestic capabilities a formal Request for Assistance (RFA) is generated from one Partner Country to the other. Partner Countries monitor each other's preparedness levels. As preparedness levels elevate, calls are established to maintain situational awareness. Many conversations between the officials designated in the agreement/arrangement occur prior to receiving a resource request. Collaboration on types and kinds of resources to be requested are worked out well in advance of placing an RFA.

When anticipating an exchange of resources, countries may send an International Liaison Officer (INLO) to one another's national Coordinating Authority to provide a direct line of in-person communication to facilitate the request and mobilization process. For the United States, the NICC coordinates the resource request with the requesting country's respective coordinating authority.

PROCESSES FOR INTERNATIONAL MOBILIZATION

The NICC is the sole entity responsible for processing international resource requests. Once a formal RFA has been received by the NICC, it is presented to NMAC for consideration and a decision. Further negotiations may occur at this point to ensure domestic priorities can still be met while providing support to our Partner Countries. Once an approved RFA is provided to the International Coordinator at the NICC, the ordering process through the national coordination system can begin.

Once a resource accepts an assignment, the following is an overview of what makes mobilizing to an international assignment unique.

- Resource Order with special instructions from the RFA
- Travel Authorization / Manifest / Government Furnished Equipment
- Country Clearance
- Mobilize / Port of Entry / In-Country Briefing

Responsibilities of the NICC

Once an approved RFA from a Partner Country is submitted, the NICC International Coordinator will activate the International Expanded Dispatch support function and coordinate with peer positions within the international mobilization structure.

The International Expanded is responsible for building requests in IROC under the appropriate countries IROC instance. **Note:** The NICC is the only entity that has access to and acts as a

Partner Country in IROC, regardless of what the resource order shows as the host unit all communications regarding international resource orders will go through the International Coordinator.

Partner Countries DO NOT use IROC. All resource order questions/issues must go through the International Coordinator at the NICC.

Dispatch Procedures for International Mobilization

All international mobilizations to Partner Countries are managed exclusively by the NICC. The NICC International Expanded operates the same as any local level expanded dispatch. Local dispatch centers working on filling international orders and responders filling those orders **can directly contact** the NICC International Expanded for any questions or assistance needed.

There are **critical steps** that **must** be completed by the resource prior to mobilization. These steps must be completed, and all supporting documentation must be received by the NICC. Failure to adhere to the process outlined below will result in the resource's order being canceled.

Once an order has been filled by a local dispatch center, the responder will ensure the completion of the following steps within the appropriate time allowed. **Note:** Not all international mobilizations will require all the steps below, the resource order will specify what needs to be completed and at which level.

- Ensure the resource is aware of all attached documentation within the order and specific instructions (i.e.: briefing packets, Special Needs documents, who will make travel arrangements).
- The following documents must be received by the NICC no later than **72 hours** before the Needed Date and Time on the Resource Order Form. **Note:** failure to meet the 72-hour timeframe will result in the order being canceled.
- All documents must be sent encrypted to nicc.international@firenet.gov.
 - A separate email with the password will be required.
- International Manifest (resource specific).
- Copy of the responder's passport biographical page.
- Airline Itinerary (if applicable).
- Approved Travel Authorization.
- FS-6500-1/DI-1175 when available.
- Vehicle Information is completed (if applicable) within the manifest.
- Travel (if applicable) must be arranged but cannot be implemented until notification is received from the NICC International Coordinator. **Note:** Any travel that occurs prior to authorization from the NICC will result in the order being canceled.

Once NICC receives confirmation the traveler is cleared through their respective agency, and State Department Electronic Country Clearance (eCC) is confirmed, the resource and/or resources host dispatch center will be informed of the resources approval to mobilize.

No travel can occur until this confirmation is received.

Prerequisites for Personnel

All resources must have a valid US Passport to be involved in one of these mobilizations.

Entry requirements are different for each of the countries covered under these agreements. It is the sole prerogative of the Host Country to implement and change these entry requirements. A felony or criminal conviction may prohibit entry of personnel to the requesting country. Other requirements may be in place during the request. For example, there may be a need to verify vaccinations. The NICC will ensure these restrictions are identified and filter resources accordingly prior to mobilizing.

Further information may be found at:

<https://travel.state.gov/content/travel/en/international-travel.html>

Resources should expect a personal cargo weight limit of 29.5 kg (65 lbs.), which includes personal items and fire line gear when flying by contract aircraft. There may be exceptions when traveling on commercial airlines.

REQUIREMENTS FOR INTERNATIONAL ASSIGNMENTS

Departments and agencies will have specific guidance, forms and processes that generally take up to six weeks to complete. However, much of the preparation for an international assignment can be done well in advance of a resource request. In some situations, portions of the process can be expedited for emergency travel. This section provides information on various requirements and should not be considered a replacement of agency specific policy or guidance. Additional policy and guidance for all federal agencies can be found in the Federal Travel Regulations <https://www.ecfr.gov/current/title-41/subtitle-F> (FTR) and the Department of State website <https://www.state.gov/>. Below is a summary list of the international travel requirements for federal employees, and these will be discussed in further detail.

- Country Requirements
- Approved Travel Authorization
- Approved Electronic Country Clearance
- Passport- valid for at least 6 months
- Counter Threat Awareness Training or Foreign Affairs Counter Threat Training- if required
- Approved Government Furnished Equipment (i.e., laptops, cell phones and tablets)

EXPECTATIONS AND RESPONSIBILITIES

Your decision and contribution of support to our Partner Country is duly recognized. To leave your home and travel to a foreign country is not easy, especially when the purpose is for fighting wildland fire. As a United States firefighter in a foreign country, you represent not only your agency, but the United States wildland fire community. You are therefore asked to employ our Leading in the Wildland Fire Service principles and concepts. During your assignment you are expected to:

- Adhere to our wildland fire leadership values and principles:
 - Duty
 - Respect
 - Integrity

- Participate to the best of your ability in the level of leadership you have been asked to perform:
 - Follower
 - Leaders of people
 - Leader of leaders
 - Leaders of organizations
- Be proficient in your job.
- Make sound and timely decisions.
- Ensure tasks are understood, supervised and accomplished.
- Develop people for the future.
- Work hard and lead by example.

COUNTRY ENTRY REQUIREMENTS

Entry requirements are different for each of the countries covered under these agreements. It is the sole prerogative of the Partner Country to implement and change these entry requirements. A felony or criminal conviction may prohibit entry of personnel to the requesting country. Other requirements may be in place during the request. For example, there may be a need to verify vaccinations.

Country Entry Requirements are non-negotiable, the NICC does not have any control or decision space to alter or amend said requirements.

The NICC will ensure these restrictions are identified and filter resources accordingly prior to mobilizing. Further information may be found at:

<https://travel.state.gov/content/travel/en/international-travel.html>

TRAVEL AUTHORIZATION

Agencies will require a travel authorization. Foreign travel requires additional steps and processes which relate to additional time to accomplish. Generally, supplemental information on time sensitivity/urgency of the request, length of stay, purpose, mode of travel, lodging location, in-country and emergency contacts, security clearance and embassy or transportation escort needs for each country are collected. It is used to identify passport and visa requirements, training needs (if applicable), and inform the embassy through an Electronic Country Clearance.

International travel authorizations typically require additional approval above an employee's immediate supervisor. In an effort to include leadership as part of the decision process and for awareness, there may be forms and processes required outside of the agency's travel platform.

COUNTRY CLEARANCE

Country clearance is your permission from the US ambassador to perform work for the US government in a foreign country. The process used to obtain country clearance is called the Electronic Country Clearance system. (eCC). NICC International Expanded will complete the eCC.

The eCC notifies the Department of State officials in Washington, D.C., embassy/embassies, and Post offices abroad of an official traveler's request to travel to/in a foreign country. Department of State policy requires all employees traveling on official government business abroad to submit an eCC request to the embassy asking for permission to travel within the specified country. The embassy must approve the request before an employee is allowed to travel.

PASSPORTS AND VISAS

All federal employees intending to travel internationally are required to have an Official Government Passport. However, due to the emergency nature of the RFA, **personal passports are allowed** for mobilization to a Partner Country.

For individuals with Official Passports, they are not required for mobilizations under the RFA process.

Passports of all types will require a minimum of 6 months of remaining validity to be used for official travel on a mobilization order.

If a visa is required, specific instructions will be included in the Resource Order.

ELECTRONIC DEVICES

Most agencies have restrictions on government owned electronic devices (Government Furnished Equipment (GFE)) for foreign travel and may require additional training or authorization to take government devices to another country.

Information regarding GFE and what is authorized (i.e. 2 laptops per 20 person crew) will be included on the Resource Order Form.

Remote client GFE used to perform work from foreign locations introduce additional risks to information and information systems; therefore, these GFE have additional security requirements. This includes laptops, desktops, tablets, smartphones and other devices which can access official networks and systems on unknown networks.

Typically, GFE are reimaged or "wiped clean" upon return to the United States. "Loaner" devices may be accessible, however the method and timeframe to accomplish this differs by agency. If you travel without a GFE, be sure your supervisor and leadership are prepared to support you with the necessary reporting and agency requirements to access systems for items such as situation updates, time and attendance, email, corporate files and filing, electronic forms and submission and other agency specific requirements.

CELLPHONES AND MOBILE DEVICES

Different mobile providers offer varying degrees of coverage in different countries, and it's important to determine whether your current plan and device will be compatible with the network where you're going.

Your personal or government phone may have restrictions or inherent capability for foreign use. Consider what mobile applications you may need to install and the amount of internet you'll need.

Government Mobile Phones

There are strict guidelines regarding international use for government cell phones. Just as with other government furnished electronic devices, online training and prior approval are needed. Usually, government cell phones have domestic rate plans, and additional international use is very expensive. Use of data and calling may be limited. When anticipating international travel, check with your agency cellular program coordinator to determine the options.

Government Devices (Tablets and Hotspots)

The Resource Order Form will identify if a GFE device is needed or required. **Note:** There are currently no international data plans to support these devices. Refer to your specific agency policy and rules prior to using in a Partner Country.

Personal Mobile Phones

Speak to your personal cellular service provider about the best way to handle international travel.

International call and data plans are offered by most providers at an additional cost. Rates vary depending on the amount of data, call time and the duration needed. Rates should be compared to determine the most effective plan for your needs and length of travel. Any domestic changes need to occur prior to travelling to a Partner Country.

Many travelers choose to use a subscriber identity module (SIM) for their personal cell phone, which provides compatibility software on a chip roughly the size of a microSD card. Once in-country, local telecom stores (the equivalent to Verizon or AT&T, or other) sell SIM cards with various capability and plans, often designed for temporary travelers. Electronic SIM (eSIM) cards are also becoming more available and are often already installed on modern high-end phones. SIM cards may come with a new phone number, and if this is your situation, make sure you share your new number with the people you want to be able to reach you.

CUSTOMS AND BORDER CROSSINGS

The International COD communicates with the Partner Country's Coordinating Authorities on all border crossing (both air and ground) point of entry and crossing times. For ground border crossings, a vehicle inventory is required in advance. For government operated aircraft border crossings, an aircraft inventory (cargo and supplies) is required in advance.

All responders must have a passport on their person when crossing the border.

ADMINISTRATIVELY DETERMINED (AD) EMPLOYEE REQUIREMENTS

AD Employees are allowed to participate in Partner Country's RFAs. Refer to your sponsoring agency's specific policy regarding international travel requirements.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

All resources responding to an international assignment are expected to come with the following PPE:

- Fireline workwear
- Good quality work boots with 8-inch uppers
- Helmets (including flight helmets)
- Gloves
- Eye protection
- Hearing protection
- Individual tents (with proper fly for each tent)
- Sleeping bags/pads
- Rain suits jacket/pants
- Warm clothing, jacket, hat
- Day pack
- Personal toiletries and towel
- Fire Shelter

Fire Shelters

Regardless of our Partner Countries PPE requirements, US resources **will** carry a fire shelter as part of their PPE when working on the fire line.

Specialty PPE

Each province or state the US may send resources to may have different specific requirements for hardhats, sawyer boots, saw chaps, fireline boots, etc. These will either be provided upon arrival or instructions will be provided by the NICC on how to acquire those items prior to mobilization.

DRIVING

A driving orientation will be part of your initial in-country briefing.

A valid US driving license is required when driving in a foreign country. Prior to driving in a foreign country responders should familiarize themselves with the differences between the US and the Partner Countries rules of the road. **Some key differences are listed below.**

Canada:

- Uses the metric system for speed limits and distances. Speed limits will be posted in kilometers per hour (km/h).
- There are two types of green light: the solid green light, and the flashing green. A solid green light means the same thing as in the US. But when you are facing a flashing green light, it means that you have the right-of-way to make a left turn.

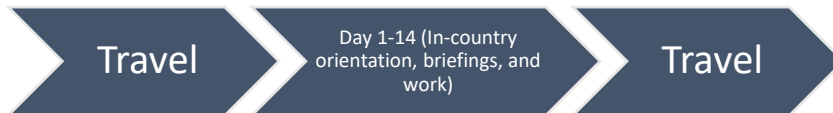
Australia/New Zealand:

- Uses the metric system for speed limits and distances. Speed limits will be posted in kilometers per hour (km/h).
- Drives on the left side of the road.

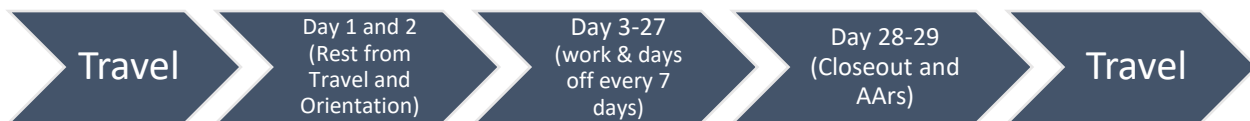
LENGTH OF ASSIGNMENT

All international request for assistance will have a length of assignment identified. Typically for responses to Canada this will be 14 days while responses to Australia and New Zealand will be 28-30 days.

14-day Scenario for Canada



30-day Scenario for Australia and New Zealand



When traveling to AUS/NZ responders will receive an acclimation day upon arrival.

EMPLOYEE TRAVEL

Mobilizing to an international fire assignment is very different than a domestic assignment. There are several steps that must be taken in specific order to ensure all approvals at the appropriate levels occur prior to the responder physically starting to travel.

IMPORTANT!!! Do Not begin mobilizing unless the International Coordinator has specifically informed you of your approval to mobilize.

Once the responder receives a filled resource order for an international assignment the travel authorization process can begin. This process is different for the USDA and DOI, in all instances, however, the first part of the process is to create a travel authorization and book airline travel (do not book a roundtrip flight, unless specifically directed to by the NICC).

DOI Personnel:

A copy of the Resource Order Form, Travel Authorization, Airline Itinerary and completed International Manifest must be submitted to the International Coordinator no less than 72 hours prior to expected departure.

The NICC International Coordinator will forward the information through the appropriate agency channels for initiation of the DI-1177 form and country clearance.

DOI responders must work through their local IT support for approval of government owned equipment.

USDA Personnel:

A copy of the Resource Order Form, Travel Authorization, Airline Itinerary and completed International Manifest must be submitted to the International Coordinator no less than 72 hours prior to expected departure.

The NICC International Coordinator will forward the information through the appropriate agency channels for initiation of the FS-6500-1 form and country clearance.

USDA responders must submit the GFE information form along with their other travel documents to the NICC.

SPECIALIZED RESOURCES**Incident Management Teams (IMTs)**

Requests for IMTs are generally specific in the number of personnel and which positions are being asked for, these requests are non-negotiable, it is what the Partner Country has specifically identified in the RFA.

For Canada a typical RFA will be for 12-14 personnel with the specific make up identified in each RFA. For Australia/New Zealand it is typically command and general staff only.

Refer to the ICS Position Crosswalk in Chapter 60 for further information on IMT positions and our Partner Countries differences.

Interagency Hotshot Crews (IHCs)

IHCs are authorized up to 25 individuals. IHCs are encouraged to travel with four flight helmets per crew. The Resource Order will have specific instructions for boot requirements, chainsaw usage (and training) and specialized tools and equipment (including UTVs).

Rappel and Exclusive Use (EU) Helicopter/Helitack Modules

Helitack, Rappel crews and Exclusive Use helicopters are pre-identified through the USFS and BLM National Rotor-wing Program Managers. Please see Chapter 50 regarding Exclusive Use helicopters.

Smokejumpers

Smokejumpers and Smokejumper aircraft are pre-identified through the USFS Smokejumper Program Manager and the BLM Smokejumper Base Managers. Please see Chapter 50 regarding Smokejumper aircraft.

Wildland Fire Engines

Wildland fire engines (Types 3,4 and 6) are only utilized in Canada. Engines are assembled as Strike Teams, with a Strike Team Leader, and will cross the border as a unit. The Resource Order will provide specific instructions for the Strike Team. A full vehicle inventory is required for each wildland fire engine.

INTERNATIONAL COORDINATOR (AND INTERNATIONAL EXPANDED)

The International Coordinator and by extension the International Expanded are the primary point of contact for all resources traveling to a Partner Country. Their primary responsibility is to

ensure all resources have met agency policies and clearances prior to the resource beginning travel and remain as the point of contact until the resources arrive in the Partner Country.

Refer to Chapter 10 for specific roles and responsibilities of the International Coordinator and the International Expanded.

IN-COUNTRY SUPPORT ORGANIZATION

Depending on the size and number of personnel deployed, the in-country support organization will grow or shrink as needed to support the operation. The in-country support network will consist of key personnel located at the Partner Countries national coordination center along with Senior Representatives at the regional/state level and Field Representatives at the local level.

In-country Support personnel roles and responsibilities are outlined in chapter 10 of this guide.

INTERNATIONAL BRIEFING STANDARDS

A series of briefing standards are used to support information sharing prior to and during deployment a Partner Country. Adherence to the briefing standards ensures adequate information is transferred at the right time and prevents the duplicate delivery of information. The five distinct information briefing opportunities are:

1. Pre-departure Information: Collection of information that deploying personnel need to know before they depart their home base.
2. Departure Briefing: In-person or virtual briefing outlining both Sending Participant and Receiving Participant information.
3. Arrival Briefing: In-person briefing providing specific details on the agency/organization and fire operations.
4. Operational Briefing: In-person operational briefing specific to the incident.
5. Deployment Debriefing: In-person debriefing hosted by the Receiving Participant prior to Sending Participant staff returning home.

These briefings provide the opportunity for a positive and productive experience while working in Partner Countries wildland fire operations.

IN-COUNTRY ORIENTATION/ OPERATIONAL BRIEFING

Responders at a minimum will receive two briefing: an in-country orientation briefing and an incident specific operational briefing.

Work/Rest Guidelines

The RFA and the in-country orientation briefing will detail the duty hours and fireline work shift.

Our Partner Countries generally have a more restrictive work/rest policy. When supporting our Partner Countries US resources will follow the host agencies work/rest policy which will be similar to the excerpt shown below.

“Personnel will be provided a minimum of 10 hours free from duty within every 24 consecutive hour period. This allows the opportunity for 8 hours prone rest as well as time for nutrition,

personal hygiene and general recovery. All work will occur within a 14-hour duty day which includes a maximum of 12 hours of direct fireline work, a mid-shift nutrition break, any pre or post shift briefings as well as travel to and from the fireline.”

Emergency Care and Medical Care

Emergency Care and Medical Care will be discussed in detail during the in-country orientation briefing and the specific incident operational briefing.

Communications

Communications will be discussed in detail during the in-country orientation briefing and the specific incident operational briefing.

INCIDENT OPERATIONAL BRIEFING

When receiving an at incident operational briefing, ensure the NWCG Incident Response Pocket Guide (IRPG) Briefing Checklist is available. Having the NWCG IRPG Briefing Checklist will ensure and at incident briefing meets US responder standards. Application of the Briefing Checklist for all incident briefings will ensure consistency and assist with a smooth transition of US resources into our Partner Countries active wildland fire operations.

CHAPTER 30

RECEIVING RESOURCES

OVERVIEW

This chapter outlines the ordering and mobilization process for receiving resources from Canada, Mexico, Australia and New Zealand.

When wildland fire operations exceed domestic capabilities a formal request for assistance is generated from the United States to a Partner Country. Partner Countries monitor each other's preparedness levels and as preparedness levels elevate, calls are established to maintain situational awareness. Many conversations between the officials designated in the agreement/arrangement occur prior to receiving a resource request. Collaboration on types and kinds of resources to be requested are worked out well in advance of placing a Request for Assistance (RFA).

When anticipating an exchange of resources, countries may send an International Liaison Officer (INLO) to another's national Coordinating Authority to provide a direct line of in-person communication to facilitate the request and mobilization process. For the United States, the NICC coordinates the resource request with the requesting country's respective coordinating authority.

Resources received from Partner Countries are typically brought into Boise, ID and hosted at NIFC. The process for briefing and orienting these incoming resources is outlined in the following sections.

NMAC ROLES AND RESPONSIBILITIES

NMAC members will work with the Geographic Area Coordinating Groups they represent to determine the potential incidents (within a geographic area) to receive international support.

The NMAC Chair will work with the NICC Center Manager and International Liaison (from the Partner Country) to finalize the RFA for resource support. NMAC will approve final resource allocation to hosting Geographic Area(s).

The NMAC Chair provides representation at all international briefings and orientations.

NMAC INTERNATIONAL LIAISON OFFICER (NILO)

The NILO will work with NMAC and the receiving Geographic Area(s) to identify and order the appropriate level of oversight, training and support for incoming international resources.

NICC ROLES AND RESPONSIBILITIES

The NICC is the sole entity responsible for processing international resource requests. The NICC International Coordinator will activate the International Expanded Dispatch support function once an approved RFA is sent to a Partner Country.

The NICC International Coordinator will work with the USFS International Fire Support Branch, the International Liaison Officer and the US Customs and Border Patrol to establish and facilitate clearance procedures for receiving resources from Partner Countries.

Dispatch Procedures for International Mobilization

All mobilization of international resources into the United States is managed exclusively by the NICC.

After receiving approved resource allocations, NICC International Expanded will work with geographic area coordination centers to create resource requests for incoming international resources.

The International Expanded is responsible for filling requests in IROC under the appropriate countries IROC instance. **Note:** The NICC is the only entity that has access to and acts as a Partner Country in IROC, regardless of what the resource order shows as the host unit all communications regarding international resource orders will go through the International Coordinator.

Partner Countries DO NOT use IROC. All resource order questions/issues must go through the International Coordinator at the NICC.

IN-COUNTRY SUPPORT ORGANIZATION

As outlined in Chapter 10, specialized support positions are part of the command structure established for receiving international resources. These positions are ordered through the IROC system and are inserted on RFAs at the request of the sending country. All specialized positions play a critical role outside of the ICS system, as they are the support and guidance for the mobilization of international resources into the United States.

The sending country's INLO, Senior Representative(s) and Field Representatives foster positive working relationships and communication with their hosts, provide support and safety to their respective resources (on deployment) and effectively handle any unexpected situations that may develop. Detailed responsibilities are further outlined in Chapter 10. Most importantly, these individuals play a critical role in the smooth transition of their resources into US wildland fire operations.

INTERNATIONAL BRIEFING STANDARDS

A series of briefing standards are used to support information sharing prior to and during deployment in the United States. Adherence to the briefing standards ensures adequate information is transferred at the right time and prevents the duplicate delivery of information. The five distinct information briefing opportunities are:

1. **Pre-departure Information:** Collection of information that deploying personnel need to know before they depart their home base.
2. **Departure Briefing:** In-person or virtual briefing outlining both Sending Participant and Receiving Participant information.

3. **Arrival Briefing:** In-person briefing providing specific details on the agency/organization and fire operations.
4. **Operational Briefing:** In-person operational briefing specific to the incident.
5. **Deployment Debriefing:** In-person debriefing hosted by the Receiving Participant prior to Sending Participant staff returning home.

These briefings provide the opportunity for a positive and productive experience while working in US wildland fire operations.

IN-COUNTRY ORIENTATION BRIEFING

Overview

All international resources receive a thorough orientation and arrival briefing before deployed to a host Geographic Area and inserted into an on-going incident. This includes all topics outlined in the *International Briefing Guidelines* (see Appendix B).

This in-country orientation briefing typically takes place on the NIFC campus. It is facilitated by the International Orientation Coordinator and their respective sending country's support organization representatives. See Chapter 10 for more detailed responsibilities. Subject matter experts, key interagency management officials and NMAC representatives help deliver the critical information, as well as answer any questions from the international resources.

Needed resources, such as the IRPG, are provided during this orientation.

This orientation sets the foundation for a safe, productive and positive experience while allowing the sending country's resources to adjust to any time and cultural differences.

Sample Orientation Briefing and Schedule

See Appendix C for sample orientation briefing schedules and checklists.

Work/Rest Guidelines

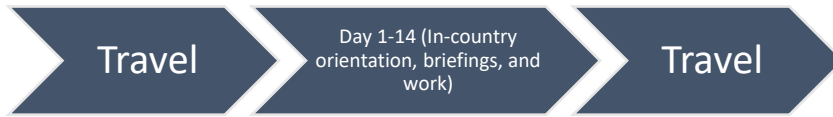
While operating in the United States, all Partner Country resources adhere to the work/rest guidelines as outlined in *National Interagency Standards for Resource Mobilization*.

To mitigate fatigue, agency administrators, fire managers, supervisors, incident commanders (IC), and individual firefighters should plan for and ensure that all personnel are provided a minimum 2:1 work/rest ratio (for every 2 hours of work or travel, provide 1 hour of sleep and/or rest). Work shifts that exceed 16 hours and/or consecutive days that do not meet the 2:1 work/rest ratio should be the exception.

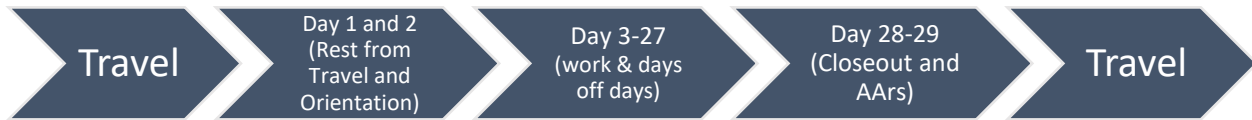
Length of Assignment

Due to the required travel and initial orientation schedule Partner Countries resources should not be expected to do a full 14-day assignment at the incident, they have already started their assignment when they arrived in Boise for their orientation briefing.

14-day Scenario for Canadian Resources



30-day Scenario for Australia and New Zealand Resources



Canadian resources have the same length of assignment rules as the US, after 14 days they will be released to home from their assignment. AUS/NZ will R&R at a predetermined location then either return to the same incident or be reassigned to a different incident as needed.

Emergency Care and Medical Care

All Partner Country resources receive needed emergency or medical care consistent with policy outlined in the *Interagency Standards for Fire and Fire Aviation Operations*.

The Partner Country’s Senior and/or Field Representatives are involved in all aspects of needed emergency or medical care. This coordination ensures that injured or sick personnel are provided prompt and effective medical care and attention.

Please see Hospitalization and Medical Care in Chapter 10 for further information.

Communications

Communication is key to safe and effective wildland fire operations. Radios are provided to all international resources as needed. Radio communication is covered during the arrival briefing and orientation. Additional training and guidance is available while deployed to an incident. Host wildland fire personnel must ensure that international resources can use the radio equipment while safely communicating in fire line operations.

Personal Protective Equipment (PPE)

Partner Country’s resources are briefed on US PPE standards during the pre-departure briefing and before leaving their respective country. Most Partner Countries adhere to and provide similar Personal Protective Equipment. The International Liaison Officer will work with their US counterpart to ensure PPE standards are understood and applied to any incoming resources. If needed, Partner Country resources are provided PPE as part of the initial orientation. All Partner Country resources will meet the personal protective equipment requirements for US wildland fire operations.

INCIDENT BRIEFING

All incident briefings are completed using the NWCG IRPG Briefing Checklist. The importance of the incident briefing is discussed during the initial orientation/arrival briefing. Application of the Briefing Checklist for all incident briefings will ensure consistency and assist with a smooth transition of international resources into active wildland fire operations.

ACCIDENTS AND INVESTIGATIONS

When an accident occurs, each agency will meet their agency specific accident investigation reporting requirements. Most accident responses and subsequent investigations involve multi-agency cooperation. But it is important to note that the jurisdictional agency leads the response. The Partner Country's representatives work in concert with the lead agency, while fulfilling their own accident reporting requirements.

LINE OF DUTY DEATH

The impact of every Line of Duty Death (LODD) invokes a unique set of challenges and responses, while having a profound and long-lasting effect. Any potential Partner Country LODD incident are coordinated at the highest levels and treated the same as a US wildland firefighter LODD. Appropriate individuals are activated and can include a Hospital and/or Family Liaison, Critical Incident Stress Management Coordinator and other personnel. The Partner Country's International Liaison Officer and representatives are involved in every step of the process, while fulfilling their own agency and national policy and procedures.

Participant Agencies are to employ existing agency procedures when dealing with a critical or significant incident. To every extent possible the United States participant agencies wish to coordinate interaction with incident-involved personnel among Critical Incident Peer Support (CIPS), Human Resources Management (HRM) support, the investigation team, Law Enforcement personnel from the host country, public information/press releases, local units and others.

The operating principle is that Participant Agencies are responsible for their human resources as a non-delegable duty and so are responsible for managing a critical incident involving their personnel when they are overseas just as much as if they were working in their home jurisdiction.

The Participant Agencies will assign Interagency Resource Representatives (IARR) in-country to provide immediate support and management of the critical incident in its initial stages. The expectation is, however, that Participant Agencies will be in a position to deploy management and support staff to the location of the critical incident without delay, if they are required.

The Receiving Participant Agencies (Partner Country) will activate local arrangements regarding: incident/accident management and investigation; provision of immediate medical services; media liaison and management; as well as provision of local welfare and critical incident support. As soon as practicable, transfer of responsibilities to the extent possible will go to the Participant Agency's International Liaison or representatives.

MEXICO PROCESS AND CONSIDERATIONS

Receiving Resources from Mexico is unique and differs from CAN/AUS/NZ. The USFS International Program, Latin America and Caribbean (LAC) Team will be involved throughout the process. The LAC Team will provide translators, fireline supervisors and management

structure. The orientation training is the same as the in-country orientation and briefings outlined throughout this guide.

These resources will typically go into a single Geographic Area for orientation and closeout. The NICC International COD will be involved in the ordering process working with Customs and Border Patrol along with arranging transportation to and from Mexico.

CHAPTER 40

COMPACTS, INITIAL ATTACK, AND BORDER AGREEMENTS

OVERVIEW

The Weeks Act of 1911 authorized states to participate in compacts for the protection of forests and watersheds. The Northeastern Forest Fire Protection Commission (commonly called the Northeast Compact) is the pioneer forest fire protection compact in the United States. It was initiated in 1947 and established in 1949 to promote effective prevention and control of forest fires in the Northeastern Region of the United States and adjacent areas in Canada. It became an international compact in 1969 and 1970 with the addition of the Canadian Provinces of Québec and New Brunswick, respectively. Today there are eight Forest Fire Compacts in the United States and Canada representing almost all US states and Canadian Provinces/territories.

INTERSTATE COMPACTS OVERVIEW



The purpose of forest fire compacts is to facilitate State-to-State/Province assistance in prevention, pre-suppression, suppression, prescribed fire, training, mitigation and recovery activities. Compacts members determine the times, methods, practices, circumstances and conditions for coordinating and rendering aid. They develop cooperative operating plans that define terms, fiscal procedures, personnel contacts, resources available and standards applicable to the agreement.

State and federal agencies use the national interagency mobilization system as authorized in master cooperative wildland fire agreements for processing resource requests. Forest fire compacts

requests may also be processed in the national interagency mobilization system under the authorities of the forest fire compacts.

The following scenarios illustrate normal or standard operating procedures for ordering and mobilizing resources via Compacts:

State-to-State Assistance Within a Compact

Resource ordering is coordinated through the methods identified in the operating plan. The national interagency mobilization system may be utilized to facilitate these requests. Each agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. No Federal Fire Code is issued for resource ordering within Compacts. Billing and reimbursements are not processed through the Federal financial system.

State-to-Province/Province-to-State-assistance Within a Compact

Compact resources ordered to assist Canadian Provinces/States are coordinated as State-to State ordering. The national interagency mobilization system may be utilized to facilitate these requests. Each Agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. No Federal Fire Code is issued for resource ordering within Compacts. Billing and reimbursements are not processed through the Federal financial system.

Compact-to-Compact Assistance

Resource ordering and mobilization between compacts is considered the same as State-to-State assistance. The national interagency mobilization system is utilized to facilitate these requests. Each Agency is responsible for their individual Cooperative Agreements and billing/reimbursement processes. No Federal Fire Code is issued for resource ordering amongst the Compacts. Billing and reimbursements are not processed through the Federal financial system.

All resources mobilized under compact authorities remain under compact control for the duration of their assignment and are separate from national interagency mobilizations. The two systems sometimes overlap, and understanding compact mobilizations is an important part of dispatching.

US INTERSTATE COMPACTS

Northeast Forest Fire Protection Commission:

Maine, New Hampshire, Vermont, Massachusetts, Connecticut, New York, Rhode Island, Québec, New Brunswick, Nova Scotia, Newfoundland, Prince Edward Island

Great Lakes Forest Fire Compact:

Minnesota, Wisconsin, Michigan, Manitoba, Ontario

Big Rivers Compact:

Iowa, Missouri, Illinois, Indiana

Mid-Atlantic Forest Fire Compact:

Ohio, Pennsylvania, New Jersey, Delaware, Maryland, West Virginia, Virginia

Southeast Forest Fire Compact:

Kentucky, Tennessee, West Virginia, Virginia, North Carolina, South Carolina, Georgia, Florida, Alabama, Mississippi

South Central Forest Fire Compact:

Texas, Oklahoma, Arkansas, Louisiana, Mississippi

Great Plains Forest Fire Compact:

Saskatchewan, North Dakota, South Dakota, Nebraska, Kansas, Wyoming, Colorado, New Mexico

Northwest Forest Fire Compact:

Alaska, Yukon, Northwest Territory, British Columbia, Alberta, Saskatchewan, Montana, Idaho, Oregon, Washington, Hawaii

***Unaffiliated States and Provinces:**

Arizona, Utah, Nevada, California, Nunavut

Recognition of the need for consistency and continuity across the compacts has led to the development of the Alliance of Forest Fire Compacts. The Alliance includes all eight forest fire compacts in the US and Canada.

WILDFIRE RESPONSE BORDER AGREEMENTS

The purpose of these agreements is to provide the framework under which wildfire management activities, identification, initial response, mutual aid, and planning allows for cooperative pre-suppression and wildfire protection along the United States and the impacted US States' portion of the International Border.

Signatory Agencies to these agreements reflect that these mutually beneficial partnerships enhance each agencies wildfire management capabilities for the control and extinguishment of wildfires within the 'Common Zone' generally understood to exist for approximately 10 miles (16 km) on either side on the international boundary. Agencies develop cooperative operating guidelines for the safe and effective mutual response of firefighting resources to manage border wildland fires. Operating guidelines identify strategic conditions for implementing initial attack, extended attack and large fire attack procedures and establishing the command structures to be used, depending on the circumstances associated with each wildland fire. The agreements define terms, fiscal procedures, personnel contacts, resources available and standards applicable to the agreement. Signatories recognize the importance of collaboratively working together to ensure timely, effective, and efficient wildfire response along the international border by collectively identifying and addressing any border and customs/immigration needs and requirements well in advance.

The agreements constitute a reaffirmation of the importance of engaging in cooperative fire management activities. The arrangements are intended to encourage and strengthen other cooperative fire management activities, through the sharing among the participants of personnel, fire management techniques, skills and innovations. The objective of these activities is to improve the firefighting capabilities and knowledge resulting in the provision of more effective firefighting assistance to one another when necessary.

CHAPTER 50

AVIATION

MOBILIZATION

With exception to cross border agreements all international aircraft and personnel orders will be coordinated through the NICC. Special needs, threats or specific reporting instructions are critical for the proper and timely processing of each request.

The following language cites both the Department of Agriculture and Department of Interior policy for aviation operations in foreign countries. While the language does give latitude, it is expected that all federal firefighters contributing to international response use all resources available to stay within the sending agencies skills and abilities. Efforts to configure each resource with the appropriate personnel protective equipment and experience necessary to be successful is the responsibility of the sending agency, host unit and employee themselves.

INTERNATIONAL AVIATION POLICY

“USFS personnel involved in international operations should follow aviation policy to the extent practicable when assigned to international operations. In those circumstances where an employee is unable to follow policy they must apply risk management principals to reduce their exposure, or utilize turn down procedures.”

Reference 5730.72 USFS POLICY: - FLIGHT ON FOREIGN AIRCRAFT ON OFFICIAL DUTY for further information.

DOI DEPARTMENTAL MANUAL 350 1.2 states that: “The DM350-354 series does not apply to international DOI operations. However, DOI employees should attempt to follow DOI aviation policies to the extent practical. In all cases, DOI employees are expected to use good judgment and common sense.”

BLM- the BLM National Aviation Plan states 1.6 Policy “350 DM 1.2(c) provides relief from DM requirements (Except Fleet policy) when operating internationally. BLM personnel involved in international operations should follow bureau policy to the degree practicable when assigned to international operations. In those circumstances where an employee is unable to follow policy, they should apply risk management principles to reduce their exposure.”

SENDING AGENCY/UNIT RESPONSIBILITIES

Prior to mobilization the sending Agency/Unit is responsible for conducting a briefing.

*For USFS resources documentation of this briefing shall include names and signatures of those who both delivered and received the following information specific to the international request. Completion memos shall be filed in each individual’s training file.

1. Personal Protective Equipment (PPE) Expectations

- Provide appropriate PPE for predicted aviation operations i.e. Flight Helmet, Flight Gloves, Headset (FW ops), etc. Personnel are expected to travel with this equipment and use it during foreign operations.
- 2. For further reference to agency aviation PPE standards please reference assisting policy documents such as Departmental Manuals, the National Standards for Helicopter Operations (NSHO), Aviation Life Support Equipment (ALSE), etc.
- 3. Review the applicable Risk Assessment tools.
- 4. Agency Flight Risk Assessment Tool (FRAT) or General Assessment of Risk (GAR).
- 5. Provide a list of agency POC's/Liaison's and contact information associated with the incident.
- 6. Provide agency guides, policy and operating plans associated with aviation operations to be used in the absence of foreign policy or direction.
- 7. In the absence of foreign policy or direction, the following Interagency standards documents may be used as best practices while conducting aviation operations in foreign countries.
 - *Incident Response Pocket Guide (IRPG)*
 - *NWCG Standards for Aerial Supervision*
 - *NWCG Standards for Airtanker Base Operations*
 - *NWCG Standards for Helicopter Operations*
 - *NWCG Standards for Aerial Ignition*
 - *NWCG Standards for Aviation Transport of Hazardous Materials*
 - *NWCG Standards for Fire unmanned Aircraft Systems Operations*
 - *NWCG Standards for Water Scooping Operations*
 - *Interagency Standards for Fire and Fire Aviation Operations (NFES 2724)*

ORGANIZATIONAL STRUCTURES

IMT and or CIMT Aviation position requirements:

- International Aviation Liaison (IARR)
- Air Operations Branch Director
- Air Support Group Supervisor (Recommended)
- Air Tactical Group Supervisor (Recommended)
- Helibase Manager (Recommended)

Interagency Hotshot and Type 2 Crew Aviation Position Requirements

- A minimum of two qualified Helicopter Crewmembers

Helitack Crew Aviation Position Requirements

- Helitack organizations shall meet the NWCG Standards for Helicopter Operations
- When available Exclusive Use crews or agency aviation staff shall be sent prior to considering CWN or AD personnel/resources.

Aviation Resources

- As deemed necessary, when multiple aviation resources (more than one aircraft or crew) such as Aerial Supervision Modules (ASM), Helitack Crews, Rappel Crews, Smokejumpers or Short-haul etc. are dispatched internationally an agency specific International Aviation Liaison will be assigned.

International Aviation Liaison

The International Aviation Liaison's duties and responsibilities are to act as a conduit between foreign aviation operations and United States aviation regulation and agency aviation policy. The ability to communicate, coordinate, and negotiate towards reasonable solutions is key to the effectiveness of the position, and furthermore aid in safe and efficient foreign fire suppression operations.

To best assist both the sending and receiving agencies consideration to the following factors prior to filling the position should be reviewed:

1. What agency is filling the request? NPS, BLM or USFS
2. What aviation resources are being sent? Fixed Wing, Rotor or UAS
 - a. What specific role will these resources fill i.e. Aerial Supervision, Aerial Delivery of Firefighters, Recon, etc.

The following is a list of agency positions inherent to agency organizations to be considered when filling the position of International Aviation Liaison:

- Fixed Wing Program Manager (Regional or National)
- Fixed Wing Operations Specialist (Regional or National)
- Helicopter Program Manager (Regional or National)
- Helicopter Operations Specialist (Regional or National)
- UAS Program Manager (Regional or National)
- UAS Operations Specialist (Regional or National)
- UAS Coordinator (Regional or National)
- Unit, Zone or Forest Aviation Officer
- State Aviation Manager
- Airbase Manager (Smokejumper or Helicopter)

Responding Resource In-Brief

After arrival it is incumbent upon all aviation personnel to receive an incident briefing covering but not limited to the following topics:

- Aviation Unit Structure
- Position duties and responsibilities
- Aviation Base Locations
- Aviation Dispatch procedures
- Flight Following procedures
- Aviation Hazards and Maps if available
- Incident Maps
- Communication Plan
 - Personnel Contact Information

- Use of Retardant's, Foam or Gels
- Aviation User Guides (If available)
 - Aviation Mishap Guide
 - Communication protocols in the event of aircraft maintenance
 - Aviation Operating Guides
 - Aircraft Performance Planning
- Emergency Response resources i.e. Medevac resources
 - Emergency Response dispatch procedures
- Environmental Considerations

FLIGHT FOLLOWING MANAGEMENT

The following is a list of flight following tools that may be utilized while conducting aviation operations in a foreign country:

- Foreign country aviation authority flight following procedure (FAA flight plan)
- Foreign Fire authority agency flight plan
- Aviation computer tracking system similar to Automated Flight Following (AFF)
- Radio Check-In

INTERNATIONAL PILOT DUTY LIMITATIONS

In comparison to the United States, Pilot Duty limitations vary. In some instances, flight time and duty day limitations far exceed those established by the FAA and, communication of the situation shall be shared throughout the appropriate chain of command.

If operating for a foreign Incident Management Team, notification shall be made to the Aviation Liaison for consideration and potential negotiation. During negotiation of those operating standards, missions requested may commence; however, the primary agency representative engaged in aviation operations i.e. CRWB, Helicopter Manager, etc. is encouraged to exercise routine risk assessments and ultimately has the latitude to turn down the assignment.

INTERNATIONAL AIRCRAFT PERFORMANCE PLANNING

Establishment of aircraft performance limitations may vary from country to country. In the United States, performance planning tools such as the Helicopter Load Calculation is used daily. Many foreign countries do not use the Helicopter Load Calculation and rely upon the pilot's expertise and training for performance planning purposes. Responding resources are encouraged to gain an understanding of these planning differences upon arrival and during the in-brief.

Collaboration of performance planning tools brought by the responder in concert with current tools that may exist in a foreign country is encouraged. As with Pilot Duty limitations, differences shall be communicated to the IMT leadership and/or to the Aviation Liaison. Ultimately, the responding resource has the latitude to turn down the assignment.

Airworthiness

Documentation signifying the airworthiness of foreign aircraft shall be in alignment with the hosting foreign agencies standard operating procedures.

Information as it pertains to those procedures shall be covered during the responding resources in-brief. Depending on the roles and responsibilities of the position being filled communication involving aircraft status may be requested by the foreign country aviation management.

Therefore, an understanding of the foreign agency's procedures should be well understood prior to leaving an in-brief session. Additionally, familiarity of these procedures is integral to positions such as or similar to AOBD, ASGS, HMGB, ATGS during times of aircraft maintenance and return to use processes.

Operations of United States Aircraft in a Foreign Country

- USFS Reference: 5700 30.75b
- DOI Reference: 351 DM

Unfamiliar Operations Outside the Knowledge and Skills of the Responder

It is incumbent upon all responders to stay within their knowledge, skills and abilities when participating in foreign firefighting operations. If a circumstance or request to participate in an operation arises outside of your abilities, a risk assessment shall be completed.

If the risk assessment and associated mitigations do not satisfy and address the gap of information, process, procedure or equipment needed to support the mission to a satisfactory manner, the turndown of the assignment shall be communicated. Use of the IRPG turndown protocol can be a helpful tool when these circumstances arise.

Position Crosswalk Aid: *Reference International Mobilization Guide Chapter 60*

CHAPTER 60 QUALIFICATIONS AND CROSSWALK

OVERVIEW

All countries that have agreements for exchanging wildland fire suppression resources use a version of the Incident Command System. The intent of this chapter is to provide a high-level overview of the most commonly ordered positions and the slight difference between each countries ICS system.

Systems and Qualifications

As part of the process to exchange resources for fire suppression under the international agreement/arrangements, Partner Countries are required to demonstrate an established national system for national coordination, incident command and control and qualifications. These are different than the United States systems, but similar in concepts and principles. Qualification matrixes and standards are continually under evaluation and are discussed and agreed upon prior to mobilizing requested positions.

COMMAND

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Incident Commander - Complex	Incident Commander - T1	Incident Controller – Level 3
Incident Commander - T3	Incident Commander – T2	Incident Controller – Level 2
Incident Commander - T4	Incident Commander – T3	Incident Controller – Level 1
Safety Officer - Complex	Safety Officer – T1 (w/Stop Work Authority)	Safety Advisor (Only the IC has Stop Work Authority) ¹
Safety Officer - Line	Safety Officer – T2 (w/Stop Work Authority)	
Public Information Officer – Complex ²	Information Officer – T1	Information Officer (Reports to Planning Section)
Public Information Officer – T3	Information Officer – T3	
Liaison Officer	Liaison Officer	Field Liaison ³

¹Safety Advisor:

- In the Australia and New Zealand systems only the Incident Controller has the authority to stop work.

² Information and Public Information Officer:

- US: Reliant on external information distributed via their Public Info Officers, through community-facing activities and social media lines.
- CAN: Reliant on internal information distribution from the Information Officer.
- AUS/NZ: Utilizes community-facing methods and social media channels.

³ Liaison Officer and Field Liaison:

- AUS/NZ: Field Liaison is an all-encompassing position that may act as an agency representative, resource representative or international liaison.

OPERATIONS

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Operations Section Chief – Complex ¹	Operations Section Chief – T1	Operations Officer – Level 3
Operations Section Chief - T3	Operations Section Chief – T2	Operations Officer – Level 2
Operations Branch Director	Operations Branch Director	Divisional Commander
Division Supervisor	Division Supervisor	Sector Commander
Task Force Leader	Task Force Leader	Task Force Leader
Strike Team Leader	Strike Team Leader	Strike Team Leader
Staging Area Manager	Staging Area Manager	Staging Area Manager
	Heavy Equipment Branch Director ²	Plant Manager ³
Heavy Equipment Boss	Heavy Equipment Boss	Plant Supervisor

¹. Operations Section Chief:

- US: A Section Chief (working in the ICP with the IMT) and a Branch Director (focused tactically on the large-scale) are involved in this role.
- CAN: Ops Section Chief were more used to working in the field, which would be a role similar to Divisional Commander/Deputy Ops Officer in AUS/NZ.
- AUS/NZ: Operations Officer is the equivalent. Normally delineated between tactical and strategic.

². Heavy Equipment Branch Director:

- CAN: Exists as a field role that’s infrequently mobilized, Heavy Equipment Branch Director (HEBD). Note: for a single piece of Equipment HEQB Heavy Equipment Boss.

³. Plant Manager:

- AUS/NZ: Position may vary by state, is most similar to a Contracting Officer, Engineer, Equipment Time Recorder and Heavy Equipment Branch Director as a single position.

AVIATION

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Air Operations Branch Director	Air Operations Branch Director ¹	Air Operations Manager
Air Support Group Supervisor	Air Support Group Supervisor	Support Group – Aircraft Officer ²
Air Tactical Group Supervisor	Air Tactical Group Supervisor ³	

Air Tactical Supervisor		Tactical Group – Air Attack Supervisor
Helibase Manager	Helibase Manager	Helibase Manager
Helicopter Coordinator	Helicopter Coordinator	Tactical Group – Air Attack Supervisor
Helicopter Manager ⁴		
Firing Boss	Ignition Specialist ⁵	Burn Officer in Charge
Aviation Base Radio Operator	Radio Operator ⁶ *tactically directs aircraft on the incident	

1. Air Ops Branch Director (Air Ops Manager in Australia):

- CAN: Role is field based as opposed to working out of ICP.

2. Air Support Group Supervisors:

- Focused on the support components of Air Operations.
- Will oversee multiple airbases, both rotary and fixed wing. Request must identify what kind of base resources are going to.

3. Air Tactical Group Supervisor:

- US: They can operate with any rotary or fixed wing aircraft. ‘Air Attacks’ cannot function as a lead plane AAS; it is a separate profile (AITS). Small number of qualified personnel at AITS level.
- CAN: Air Attack officers and birddog aircraft are all lead plane qualified, so they will lead air tankers on a regular basis.
- AUS/NZ: Anything within the tanker space is beyond the scope of most NZ personnel. Anything within rotary is manageable, but tankers go beyond domestic capability.

4. Helicopter manager:

- US: Works directly with the pilot, understands contract and responsibilities, establishes timekeeping, performance evaluation, and additional identification/sign-off roles. May fly/identify LZs.
- CAN: Engages personnel with relevant skillsets, not necessarily an identical qualification.
- AUS/NZ: Challenging role to fill, as Air Base Managers may not have the skillset to achieve the above. While an individual may possess the requisite, they may lack certain technical capabilities. Air Attack Supervisors are similar in practical terms but may not have all of the contract management skills needed.

5. Ignition Specialist:

- US: FIRB may not have the expected aerial ignition skillset when filling the role as an Ignition Specialist.
 - Previous requests have been filled with a team approach of 1 FIRB and 1 PLDO
- CAN: Responsible for directing/supervising ignition, but also tactical ignition operations.
 - Specify incendiary machine or aerial drip torch operator to ensure appropriate skill set.

6. Radio Operator:

- CAN: More of a general position than in the US. Actual role will vary by province. Based on feedback from previous deployments an Aviation Base Radio Operator would be the minimum equivalent.
 - For Alberta:
 - RADO’s tactically direct aircraft on an incident so a DIVS might be a better fit.
 - An Aircraft Dispatcher should also be considered when filling RADO orders for Alberta.

PLANNING

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Planning Section Chief – Complex ¹	Planning Section Chief – T1	Plans Officer - Level 3
Planning Section Chief – T3	Planning Section Chief – T2	Plans Officer - Level 2
Resource Unit Leader	Resource Unit Leader	Resources Officer - Level 3
Situation Unit Leader	Situation Unit Leader	Situation Officer - Level 3
Documentation Unit Leader	Documentation Unit Leader	Management Support - Level 1
Demobilization Unit Leader ²	Demobilization Unit Leader	Not Used- function of the RESL
		Intelligence Officer ³
Long Term Fire Analyst	Long Term Fire Analyst	Long Term Fire Analyst
Fire Behavior Analyst	Fire Behavior Analyst	Fire Behavior Analyst

1. Planning:

- AUS/NZ: US and Canada identified the need for personnel deploying as ‘Planning Officer’ to be capable of a Planning Operations role when deploying to Australia.
 - This may involve having Planning Section Chief responders also qualified as Ops, IC. Suggest the minimum certification may be at the DIVS or ICT3.

2. Demobilization Unit Leader:

- AUS/NZ: Function is part of the Resource Unit Leaders responsibility.

3. Intelligence Officer:

- AUS/NZ: Often sits with planning, depending on the size of the incident, it may be its own Command and General Staff position.
 - NZ will often send an experienced Situation Unit leader when asked for intel officers.

LOGISTICS

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Logistics Section Chief – Complex ¹	Logistics Section Chief – T1	Logistics Support Officer - Level 3
Logistics Section Chief – T3	Logistics Section Chief – T2	Logistics Officer - Level 2
Not Used	Support Branch Director	Not Used
Not Used	Service Branch Director	Not Used
Communication Unit Leader	Communication Unit Leader	Communications Planning
Medical Unit Leader	Medical Unit Leader	Medical Services
Food Unit Leader	Food Unit Leader	Catering
Supply Unit Leader	Supply Unit Leader	Supply
Facilities Unit Leader	Facilities Unit Leader	Facilities
Ground Support Unit Leader	Ground Support Unit Leader	Ground Support

¹. Logistics Section Chief:

- US: Logistics personnel don’t incorporate a finance focus (this is managed by their finance section).
- CAN: Logistics personnel don’t incorporate a finance focus (this is managed by their finance section).
- AUS/NZ: Often requests both logistics *and* a logistics support officer.
 - When deploying to Australia, a logistics support officer should have a finance background or support (such as a finance qualified logs Support person).
 - If North America is seeking finance personnel, Australia may not be best placed to support that requirement.

FINANCE

USA – NIIMS	Canada - ICS	AUS/NZ – AIIMS/CIMS
Finance Section Chief – Complex ¹	Finance Section Chief – T1	Finance Officer
Finance Section Chief – T3	Finance Section Chief – T2	
Time Unit Leader	Time Unit Leader	Not Defined as Units in AIIMS/CIMS. Functions are assigned As needed by the Finance Officer
Cost Unit Leader	Cost Unit Leader	
Procurement Unit Leader	Procurement Unit Leader	
Comp/Claims Unit Leader	Comp/Claims Unit Leader	
Equipment Time Recorder		Responsibility of the Plant Manager

¹ Finance Section Chief:

- US: Very rarely seek financial support externally.
- CAN: Finance requirements vary by state/province.
- AUS/NZ: Very rarely seek financial support externally.

CHAPTER 70

AGREEMENTS, MOUS, AND AOPS

OVERVIEW

The United States can exchange resources with international partners through bilateral agreements or arrangements that define the authorities and type of assistance to be provided. Accompanying operating plans further describe how these countries exchange resources. The USDA and Interior jointly enter into these agreements under the authority of the Emergency Wildfire Suppression Act as Amended, US Public Law 100-428, 42 USC, Section 1856m.

These bilateral agreements and arrangements are coordinated through the USDA Forest Service, All Hazard and International Fire Support Branch, Fire & Aviation Management Office, in cooperation with the DOI Office of Wildland Fire. The National Interagency Coordination Center (NICC) works with the National Multi-Agency Coordinating Group (NMAC) at the National Interagency Fire Center (NIFC) in Boise, Idaho, to manage resource requests and distribute assistance to fires in the United States, and to mobilize resources to support firefighting activities in our Partner Countries or to request resources to respond to fires in the US.

All reimbursable costs are addressed in the operating plans under the international agreements and arrangements. The costs of salary, travel, lodging, meals and other expenses normally covered by the assisting country will be reimbursed by the requesting country.

Arrangement with Australia:

<https://www.nifc.gov/sites/default/files/document-media/Australia%20Support.pdf>

Arrangement with New Zealand:

<https://www.nifc.gov/sites/default/files/document-media/New%20Zealand%20Support.pdf>

Agreement with Mexico:

<https://www.nifc.gov/sites/default/files/document-media/Mexico%20Support.pdf>

Arrangement with Canada:

https://www.nifc.gov/sites/default/files/NICC/CAN_US_Ops_Plan_2024.pdf

CHAPTER 80

WEBSITES FOR ADDITIONAL INFORMATION

AFAC National Council for Fire and Emergency Services

<https://www.afac.com.au/>

Canadian Interagency Forest Fire Centre

<https://www.cifffc.ca/>

Fire and Emergency New Zealand

<https://www.fireandemergency.nz/>

Comisión Nacional Forestal

<https://www.gob.mx/conafor/en>

US Department of State – International Travel

<https://travel.state.gov/content/travel/en/international-travel.html>

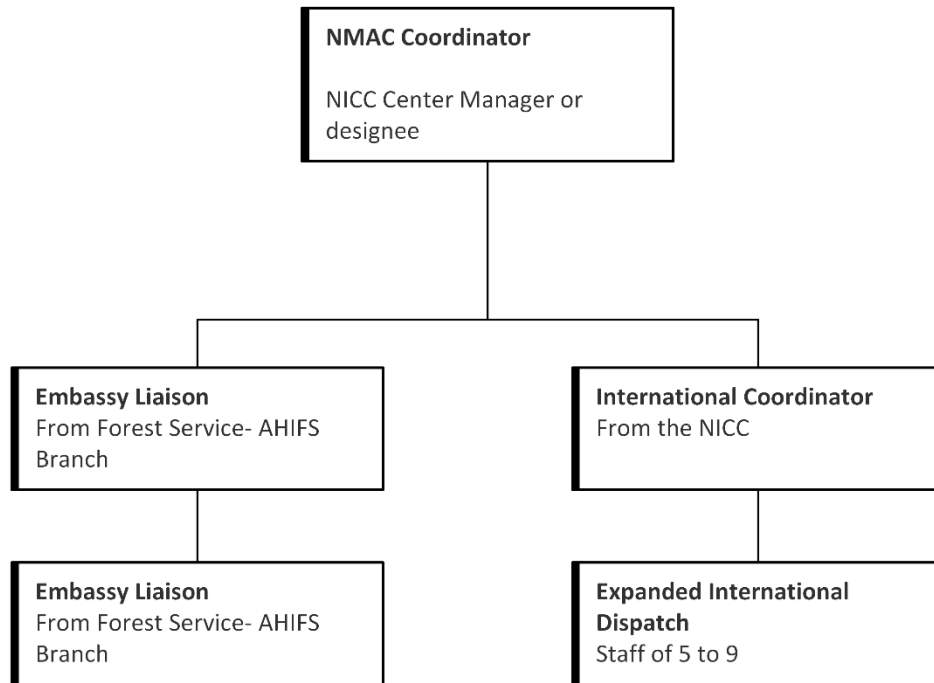
Canada Entry Requirements

<https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/entry-requirements-country.html#us-citizens>

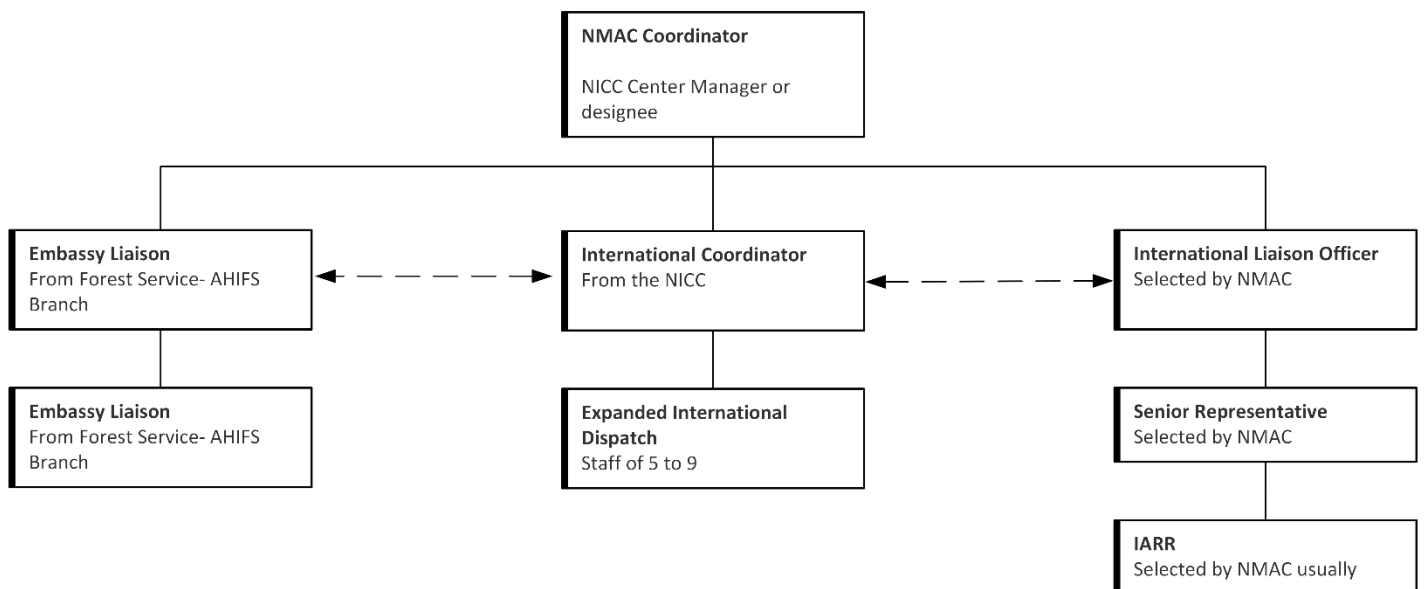
APPENDIX A SAMPLE ORGANIZATION CHARTS

INTERNATIONAL MOBILIZATION, SENDING RESOURCES

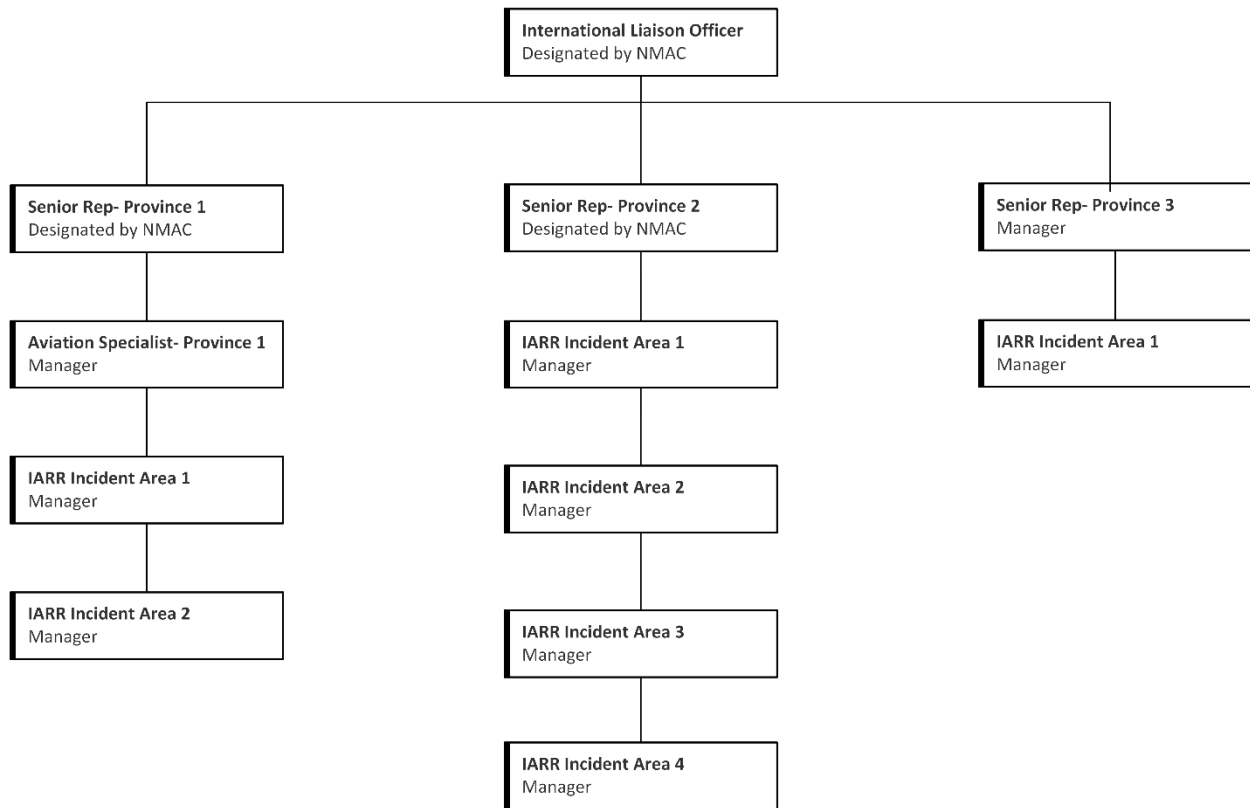
Basic Structure when an In-Country Organization IS NOT Deployed



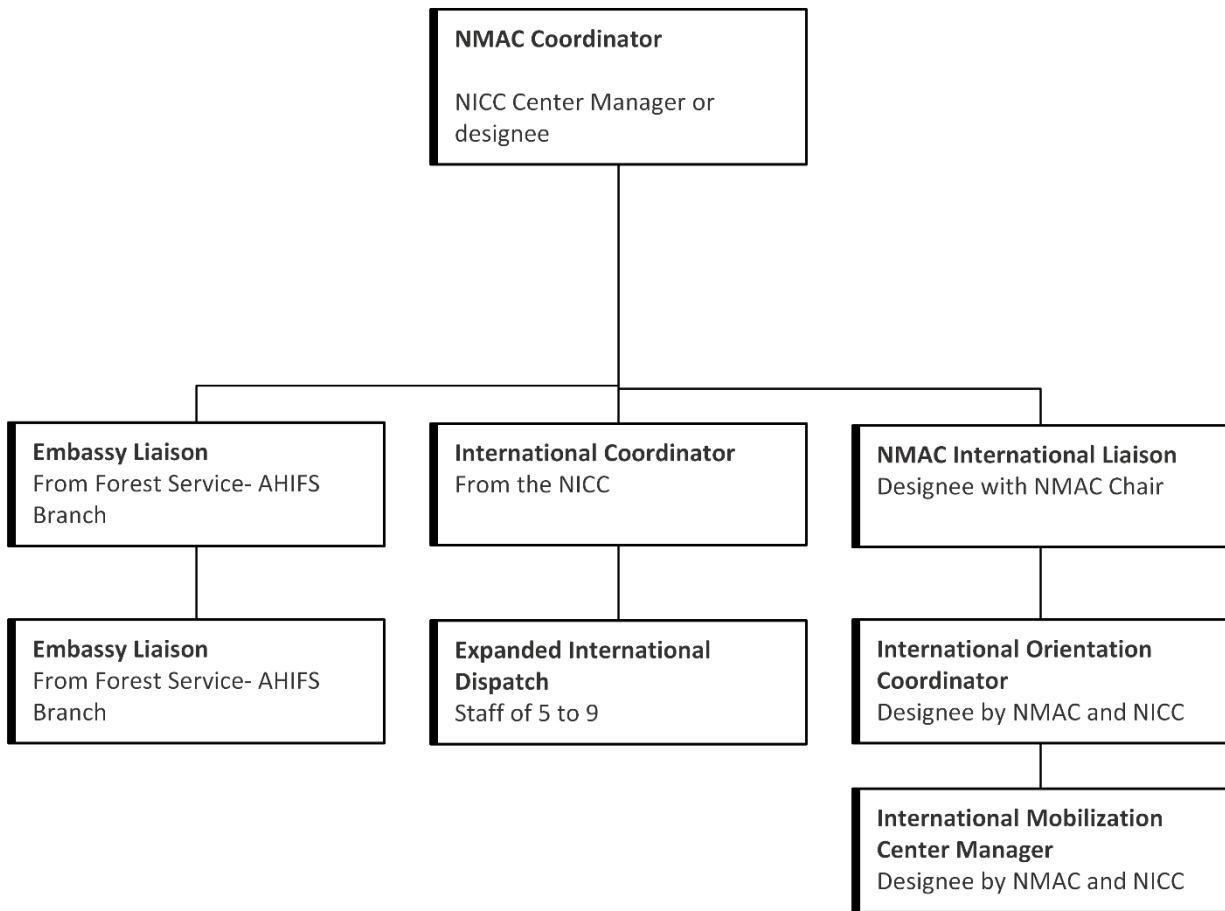
Basic Structure when an In-Country Organization IS Deployed



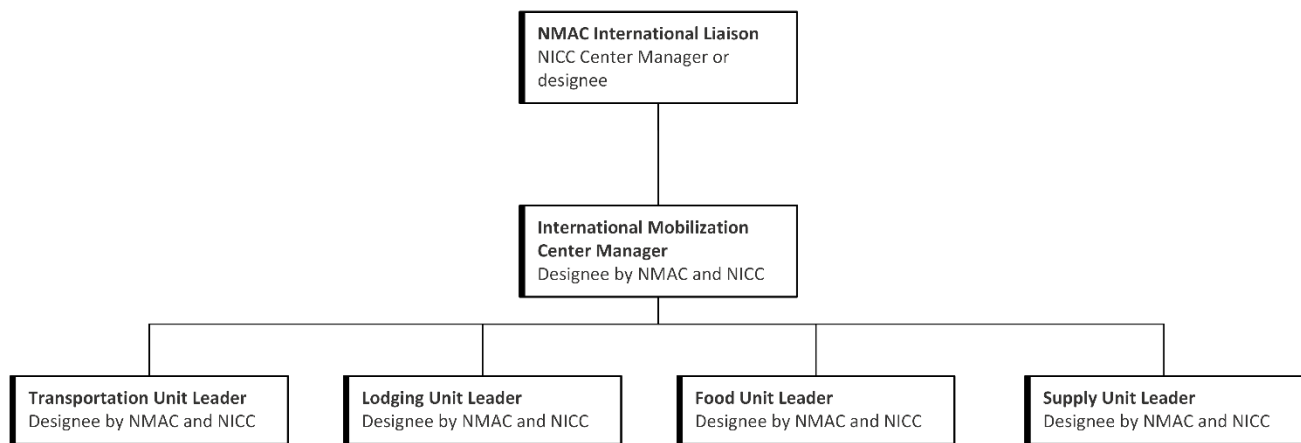
Sample Structure when a Large In-Country Organization IS Deployed



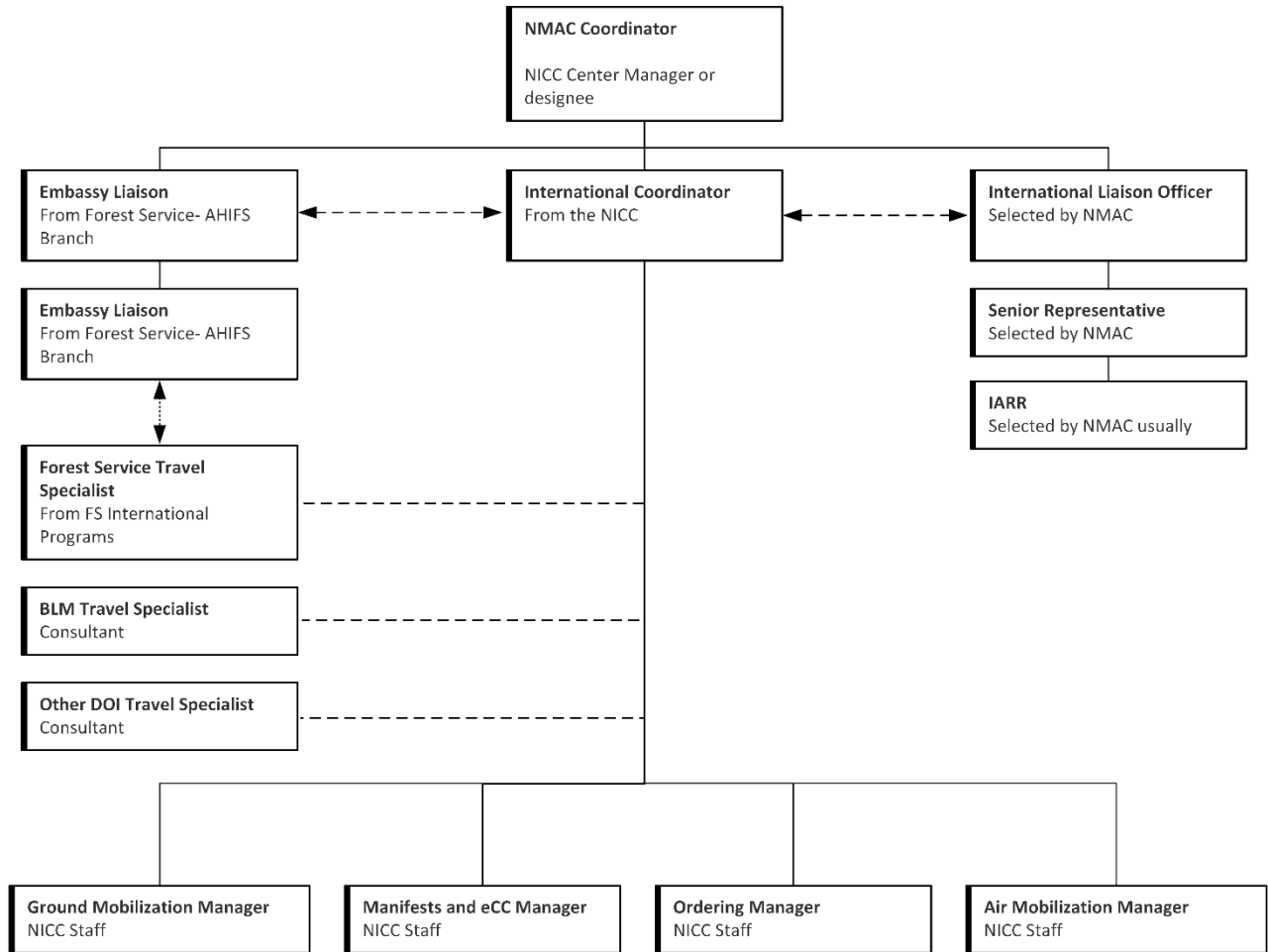
INTERNATIONAL MOBILIZATION, RECEIVING RESOURCES



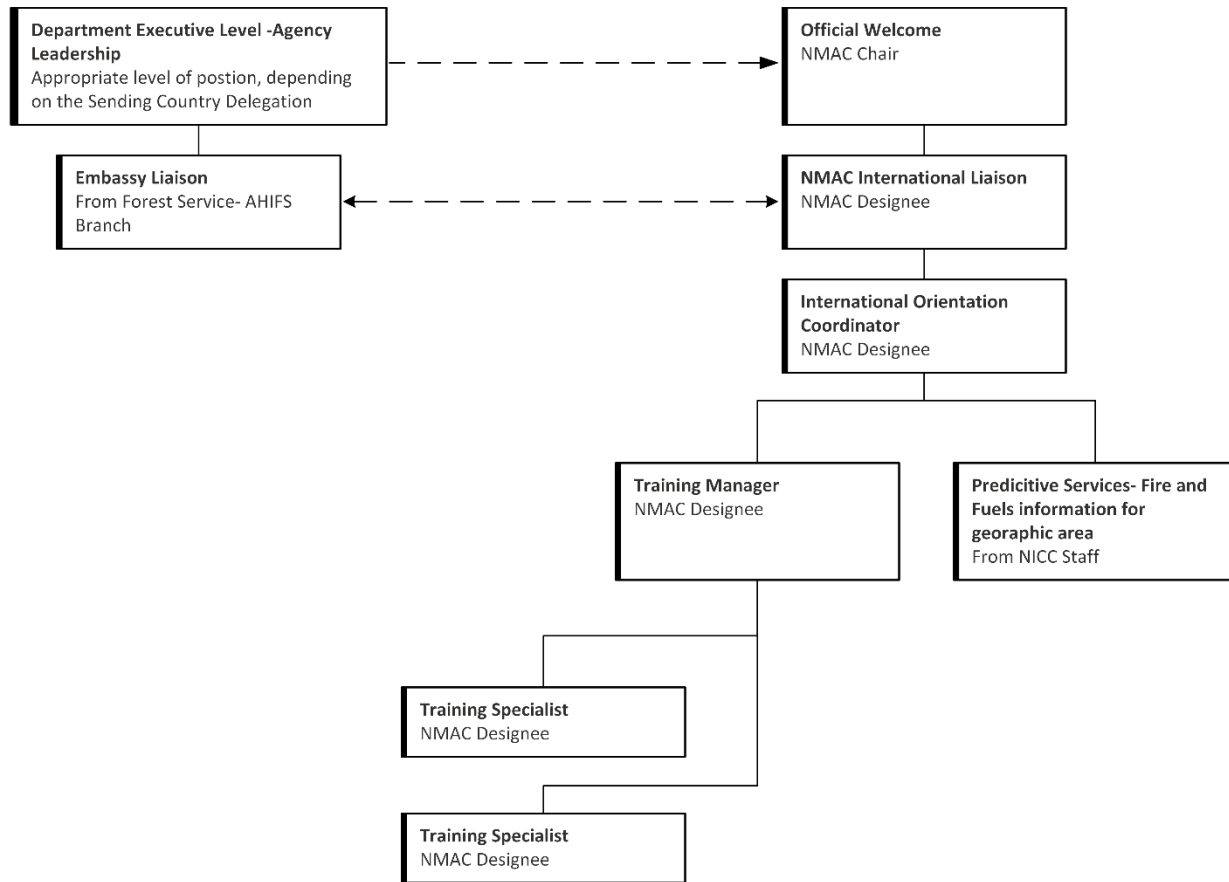
International Mobilization Center



International Expanded Dispatch

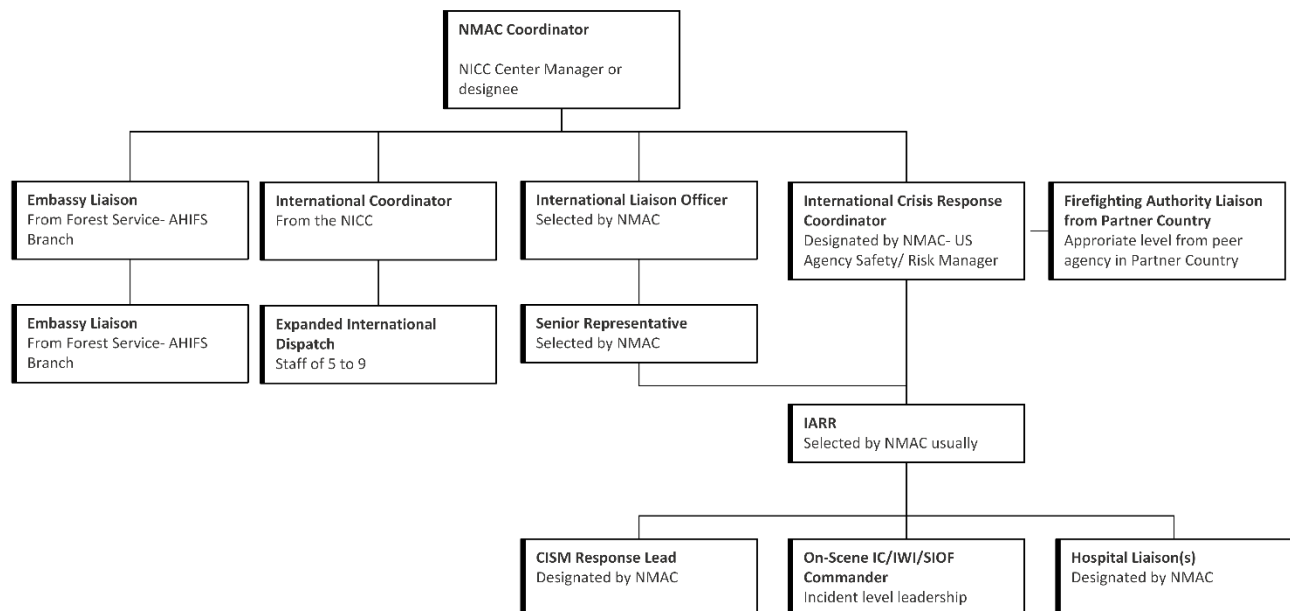


Official Welcome and Initial Briefing Organizational Structure

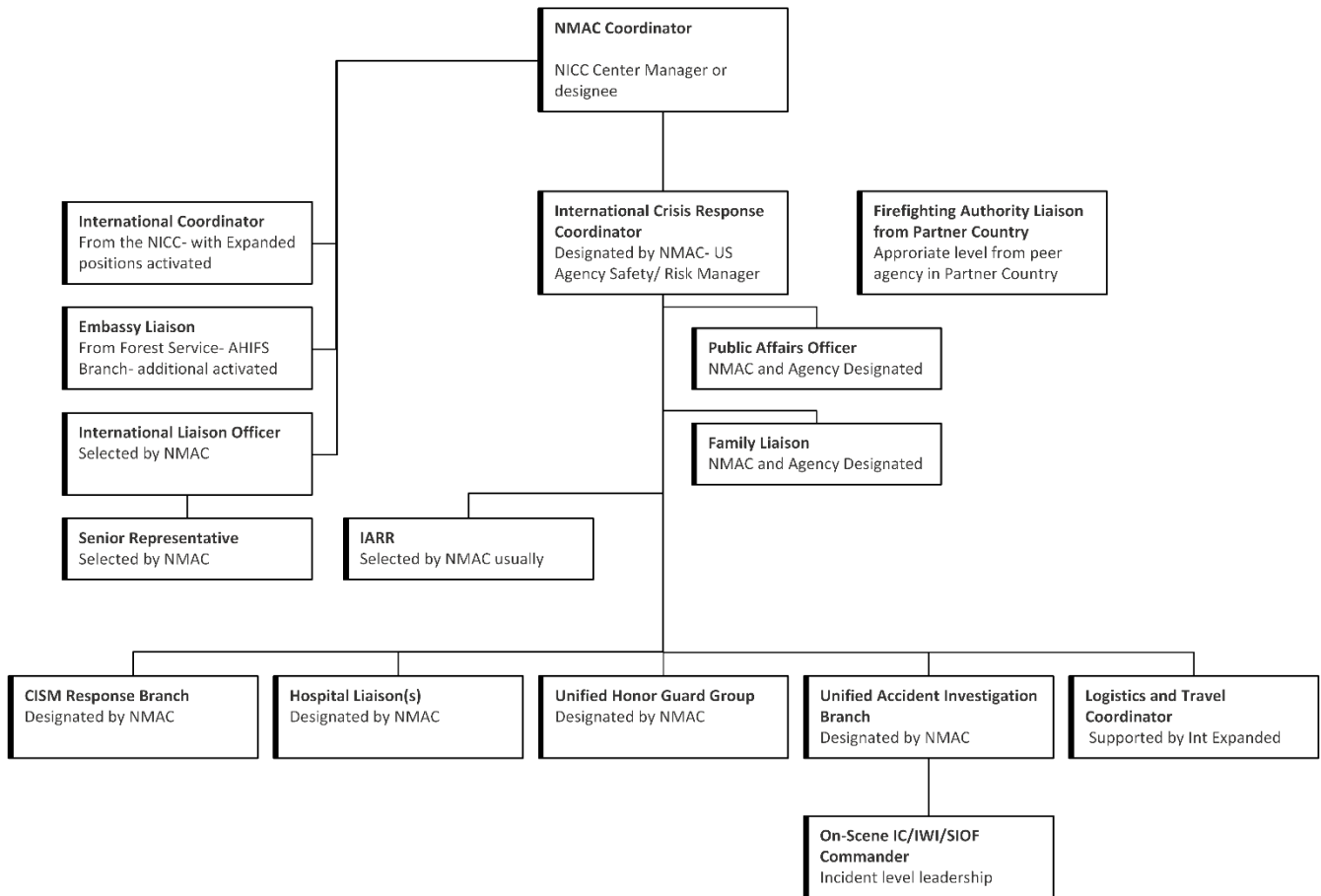


INTERNATIONAL MOBILIZATION SERIOUS ACCIDENT OR FATALITY

Sample Structure when an In-Country Organization IS Deployed



Sample Structure when an In-Country Organization IS Deployed



APPENDIX B

SAMPLE BRIEFING SCHEDULES

INTERNATIONAL ORIENTATION AND BRIEFING GUIDELINES

To support improved information sharing prior to and during deployment, a series of briefing standards have been proposed among the Partner Countries. Adherence to the briefing standards ensures adequate information is transferred at the right time and prevents the duplicate delivery of information.

There are four distinct information briefing opportunities that support a level of standardization:

- I. Pre-departure Information: Collection of information that deploying personnel need to know before they depart their home base.
- II. Departure Briefing: In-person or virtual briefing outlining both Sending Participant and Receiving Participant information.
- III. Arrival Briefing: In-person briefing providing specific details on the agency/organization and fire operations.
- IV. Operational Briefing: In-person operational briefing specific to the incident.

I. Pre-Departure Information

Before departing their home base, deploying personnel need to understand the general environment they are going into, the role they will be expected to play, and what they need to bring with them. This information is captured in a comprehensive pre-departure document that includes information generated/validated by the Receiving Participant and the Sending Participant. It is provided by the Sending Participant to their deploying personnel.

Receiving Participant Contribution

- Country and Agency Overview
- Political Landscape
- Entry and Exit Requirements - Visa or ETA, ESTA
- Cultural and Social Norms
- Imports and Exports (ex. tobacco import limits)
- Currency and Sales Taxes
- Tipping
- Safety and Security
- Driving Licence Requirements
- Driving Tips, Links
- Animal and Insect Precautions
- Weather
- Fire Behaviour
- Expected Accommodations
- General Schedule (deployment length, work rest)
- Glossary

Sending Participant Contribution

- Personal Data Collection
- Assignment and Other Certifications - Crosswalk Roles

- Fitness Requirements
- Baggage Weight Limits
- Equipment Required (laptop, smart device, flight helmet)
- Smart Device Cost Recovery
- Code of Conduct
- Alcohol and Drugs (Deployment Policy)
- Expenses
- Time Records
- Medical Insurance
- Social Media Policy
- Contacts While Travelling to Muster Point

II. Departure Briefing

Receiving Participant Contribution

- What to Expect (Receiving Participant to provide a PowerPoint or video a minimum of 36 hours prior to flight departure – if in a PowerPoint format, the delivery will be by the Sending Participant).
- Overall Fire Situation in Province/State/Country/Region
- Assignment Locations (if known)
- General Fuels/Fire Behaviour Expectations
- Arrival Day - Schedule
- Briefing /Training Day(s) Schedule
- Receiving Agency Points of Contact on Arrival

Sending Participant Contribution

- Key Sending Agency Definitions, Contacts, and Responsibilities (AREP, SREP, INLO)
- Media Guidelines and Contacts
- Confirm Expense and Time Records Processes
- Recoverable and Non-Recoverable Expenses
- Planned Work Schedule/Days of Rest
- Review Safety Plan
- Review Critical Incident Response Plan
- Medical Insurance and Process to Access
- Re-Tasking and Re-Assignment Process
- Code of Conduct Review
- Fit For Work Policy (Alcohol use)
- Respectful Workplace Policy
- Workplace Harassment and Discrimination Reporting Protocol

III. Arrival Briefing Receiving Participant

Introduction

- Overview (Organization mission, mandate, responsibilities)
- Boundaries (Area, map of the province/state/region, identification of province/state/regional fire center)
- Topography (General topography, particular area, and special effect)

- Climate and weather (General climate and fire weather in the season, special effects in particular areas)
- Forest and fuel typing (Fuel map, general description, disturbance, nonstandard fuel and effect on fire behavior)
- Other considerations

Fire Management System

- Acts, legislation, and agreements (Brief listing and explanation of acts, legislation or agreements, background information that supports decisions)
- Line of authority (Structure, level of authority, organizational chart)
- Decision making process (Explain who and how decisions are made within the organization)
- Principles, strategy, Minimum Impact Suppression Tactics (MIST) and fire management directive and policies
- Civil protection and evacuation (Explanation of the process, relationship between partners in case of, responsibilities, etc.)
- Other considerations

Resources

- Personnel capacity (Overview, IMT, single resource, distribution, type 1, type 2, etc.)
- Aircraft capacity (Overview, rotary-wing, fixed-wing, airtankers, distribution, contract, etc.)
- Equipment capacity (Overview, special equipment, distribution, etc.)
- Contractors/Volunteers

Suppression

- General information
 - Fire numbering (How fires are identified and monitored)
 - Incident complexity classification (How incidents are classified and fire status identified)
 - Response and tactics (Explain general response and tactics used)
 - Operational period (Explain the way the operational period is managed, linked to the fire status, work/rest periods)
 - Mapping system (Tools, apps, system, software)
 - Radio frequencies (Policies, best practices, reporting, network map and chart frequencies)
 - Fire information: media, public and social media policies and relationships, agency policy, responsibilities, approach, publication,
 - Lodging (Facilities, capacity, equipment, camp, distinct accommodation)
 - Personal equipment
- Level of preparedness
 - Codes/alerts
 - Preparedness Levels
 - Standby
 - Deployment (ground personnel and aircraft)
- Fire line activities (Specific information for each position)
 - IMT
 - Command/Control

- Plans
- Operations
- Air Operations Integration
- Finance and Administration
- Logistics

Safety

- Agency safety policies and procedures (Policies, responsibilities, and procedures)
- Agency safety concerns (Special safety concerns specific to the agency or region, specific safety instructions)
- Incident reporting (Forms, how to report, process, etc.)
- Medical care procedures (From a minor injury to a serious one, Emergency response plan, etc.)

Human Resources Policies

- Discrimination and harassment
- Alcohol, cannabis, tobacco, and drugs
- Diversity
- Reporting

Training Requirements

- Gaps identified through crosswalks
- Training Plan and delivery

Equipment Issuance

- Issue Equipment, identify return protocol

IV. Incident Briefings**Current Situation**

- Incident Type, Location, Other Incidents in the Area
- Topographic Influences
- Weather Factors (previous, current, forecast)

Forest/Wildland Fire

- Fuel Types and Conditions
- Fire Behavior (previous, current, and forecast)
- Fire Behaviour System Interpretation

Incident Command

- Incident Commander/Immediate Supervisor
- Incident Objectives/Specific Tactical
- Objectives/Priorities
- Incident Structure/Operational Map
- Contingency Plans
- Resource/Aircraft Committed
- Media Protocol

Communications Plan

- All Channels and Frequencies Identified
- Contact List
- After-Hours Emergency Contact Procedures

Logistics Support

- Supplies and Equipment Available
- Transportation
- Bases and Staging Areas
- Meals/Accommodations

Safety Considerations

- Hazards and Risks Identified (environmental, physical)
- Control Measures to Mitigate Hazards
- Safety Officer Role
- Medivac Procedures
- Safety Zones and Escape Routes
- Incident/Accident reporting

APPENDIX C

SAMPLE ORIENTATION BRIEFING TOPICS

SAMPLE SINGLE OR MULTI DAY ORIENTATION

The following briefing topics are an overview of what Partner Country responders would receive upon arrival, prior to insertion on an incident.

- Welcome and Introductions
- Current Fire Situation and Activity Briefing
- Fireline Safety
- 10 Standard Firefighting Orders and 18 Watchout Situations
- LCES
- Fire Entrapment Avoidance
- Work/Rest Policy
- Medical Emergencies
- Aviation usage and aircraft overview
- Fire Weather and Fuels Analyst (Fuel Types and Expected Fire Behavior)
- Fire Shelter Training
- Reference Materials (IRPG) and Terminology
- Communications and Radio Usage
- Resource Typing
- Metric Conversions
- Chow line to the Fireline (Day in the life of a US Firefighter and a Typical Operational Period for a Division Supervisor or a Crew Boss)
- Defensive Driving
- Issue of PPE, Equipment, and Supplies

**SAMPLE AVIATION ORIENTATION BRIEFING – HELICOPTER SPECIFIC
(SINGLE DAY)**

The following briefing topics are an overview of what Partner Country responders would receive that are specific to Helicopter Operations upon arrival, prior to insertion on an incident.

- Welcome and Introductions
- ICS Helibase Organization and Communication
- Aviation Policy
- Initial In-Brief at an Incident (Helibase) and Daily Briefings and Debriefings
- Helicopter Manager Daily Duties
- IHOG Overview
- Operational Responsibilities
 - Crew Supervision
 - Cargo
 - Passenger Brief and Manifest
 - Flight Following
 - Water Bucket
 - Initial Attack and Fire Size-up
 - Aerial Ignition
 - Medevac
 - Helispot Manager
 - Dipsite Manager
 - General Support of Helibase Operations
 - Crew Deconfliction
- Logistical Responsibilities
 - Contracting and Payment Overview
 - Pre-use Inspections
 - Load Calculations (Capabilities and Limitations)
 - Pilot Duty Day
 - Aviation Forms, Flight Use Reports, Daily Dairies, and Time Keeping
 - Safecomms/Trends
 - Hazardous Material Guide/Exemption

APPENDIX D TRAVEL TIPS

OVERVIEW

It's important that you have a general idea of what to expect when you're there. Following agency policy and guidance will keep you on track for work related efforts, compensation and reimbursement. However, traveling to a foreign country can be stressful if you haven't done your research on day-to-day interaction with the people, culture and practices. Spending time reading up on a destination can make your experience enjoyable with fewer challenging surprises.

FINANCE

For most travelers, having a mix of ways to pay in a foreign country is the best option.

Travelers' checks are rapidly becoming a financial chapter of the past. While some institutions may still provide them, today's fraud protection on credit cards offer a secure method of fiscal transfer at competitive exchange rates.

Check with your financial institution to determine notification requirements, limitations and restrictions credit and debit cards in foreign countries. Most institutions offer a seamless travel experience, using personal notifications and alerts to validate your location and purchases. It will be important that the institutions have your current and preferred method of contact.

There will be times when cash may be preferred or needed. For example, small businesses and marketplaces may not offer card services. Given a local incident or major emergency, card services may be unavailable due to impacts on infrastructure.

You may also want to evaluate your accounts credit limit, ATM limit, PIN and password. Have your financial institutions contact information available in case it's needed to clarify or remedy unforeseen situations.

Most United States banks offer foreign currency exchange for little to no cost and will ship to a branch location of your choice within a few days. Although cash can be accessed from ATM and other facilities once in-country, the exchange rates may not be very good, or undisclosed fees may be incurred. Only use recommended sites from reliable sources to withdraw cash.

FOOD AND BEVERAGE

The CDC provides guidance for safe food and beverage consumption. Following a few basic principles will lessen the risk of eating or drinking contaminated food (<https://wwwnc.cdc.gov/travel/page/food-water-safety>).

Plan ahead to support special dietary needs. While it may be common for hosts in the United States to support dietary requests, this may or may not be the case at your destination. Your dietary needs may not be the common diet or may not be available in the location due to lack of demand. It may be a good idea for you to acquire dietary supplements yourself for use when your specific needs are not available.

TIPPING

While tipping is always appreciated, it is not always expected, and may differ slightly within a given country. For example, tipping in Australia and New Zealand is generally not expected. These countries embrace a merit-based approach, where exceptional service and meals warrant the reward. Tipping is expected in the United States, Canada and Mexico. Tipping when not expected may give the impression the traveler is lavish, and not cautious with money, while not tipping when expected is an insult. Mainstream websites and blogs may provide insight and advice. Whenever possible, consult a trusted local citizen.

TRANSLATION AND LANGUAGE

If you are assigned in a foreign country where English is not the primary language you will usually have an interpreter provided. This may be inherent if your POC or foreign peers speak English in addition to their native language. In many countries where English is not the primary, English is taught in schools resulting in a younger generation that can speak and comprehend conversational English. Regardless, it behooves a traveler to learn basic words and phrases. Even a few words such as yes, no, thank you and please will provide for basic cordial interaction.

When considering language, a traveler should also consider country specific terminology, slang, colloquialism and dialect. Use clear text communication and ask questions when unsure of meanings. Seeking clarification early in your travel will prevent misunderstandings.

TRANSPORTATION

As a firefighter in a Partner Country, it is likely your transportation will be provided for your work related purposes. If you need a rental car, know that each rental company may have slightly different requirements regarding driver age and types of vehicles allowed. Generally, a full, unrestricted driver's license printed in English is required, and there may be requirements on the minimum time the license has been held. A passport may also be required. There may be surcharges for drivers under 25 and over 65. Even when paying cash, a major credit card may also be required to have on file in case additional charges or damage occurs. Be sure to check with your agency policy on rental cars and insurance.

Driving in another country can be difficult. Australia and New Zealand drive on the left side of the road and in Mexico the signs are in Spanish. All countries take accidents very seriously and, in some cases, you may be retained pending an investigation.

If you drive for personal reasons during your official government travel, be sure to understand your agency's policies and guidance.

Taxi and ride share (Uber, Lyft, or others) are usually viable alternatives in cities and towns with the population to support them. Ride share companies are typically cashless and provide ride cost estimates before committing to the ride. They require a mobile application to manage and pay. Taxis may allow both cash and credit card, but typically a cost estimate is the driver's estimate. There are pros and cons to both methods. For example, some airports and hotels do not allow ride share services. Additionally, if all you have is cash, a taxi may be your only alternative.

It is unlikely you would use public transportation for work related purposes; however, public transportation is usually an inexpensive method of transportation regardless of country. Travelers using public transportation should research specific locations and transportation methods to ensure it will meet the specific need and is safe and secure.

CLAIMING TRAVEL REIMBURSEMENT

Travel reimbursement regulations can be found in the Federal Travel Regulations (FTR) and agency specific policy, guidance and systems. Foreign lodging and per diem rates are established by the State Department. Different than domestic travel, laundry and hotel taxes are considered included in the foreign rates, and thus are not compensable.

Below is a list of foreign travel-related expenses that are **reimbursable** in accordance with the FTR.

- Commissions on conversion of foreign currency
- Passport and/or visa fees, including fees for a physical examination if one is required to obtain a passport and/or visa and such examination could not be obtained at a government facility. Reimbursement for such fees may include travel and transportation costs to the passport/visa issuing office if located outside the local commuting area of the employee's official station and the traveler's presence at that office is mandatory.
- Costs of photographs for passports and visas
- Foreign country exit fees
- Costs of birth, health, and identity certificates
- Charges for inoculations that cannot be obtained through a federal dispensary.

Below is a list of foreign travel-related expenses that are **non-reimbursable** in accordance with the FTR.

- Trip Insurance
- CTAT/FACT training
- Personal medical expenses
- Hotel taxes
- Laundry and dry-cleaning expenses

OTHER CONSIDERATIONS

Although not specifically endorsed by this guide, WhatsApp is debatably the international choice for short message service (SMS), multimedia messaging service (MMS), and text cross platform freeware for mobile phones. Its end-to-end encryption provides secure messaging and voice over internet protocol (VoIP). However, there are agencies that do not allow the installation on government provided cell phones.

Internet integrity and availability varies widely based on the provider and location. If you're on public Wi-Fi, it's best not to access banking or other sensitive info without a virtual private network (VPN).

Mobile Hotspots may provide a viable alternative. Hotspots create an ad hoc wireless network that can be used between devices or provide internet connectivity through a cellular service. Some phones already have this feature installed, or you may have to acquire an auxiliary device. Phones and auxiliary device capability vary by model and the plan purchased from the provider.

IMMUNIZATIONS & MEDICATIONS

Specific instructions on the Resource Order will indicate if there are immunization requirements.

Some Partner Countries require foreign visitors to carry an International Certificate of Vaccination, also known as a Yellow Card, or other proof that they have had certain inoculations or medical tests before entering or transiting the country. The State Department's Country Information website provides country specific and foreign embassy contact information.

The cost for required vaccinations may be reimbursable or paid for with agency funds. Check with your international office for more information.

The United States Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO) provide recommendations for vaccinations, malaria prevention, and other travel health precautions for travel abroad.

RESTRICTED ITEMS

Many countries, including the United States, have restrictions on what you can bring into that country. This may include items such as food, pets, animals and animal products, firearms and ammunition and medications. Even over-the-counter medications may be prohibited in some countries. Violations are taken seriously and can lead to fines or incarceration. Check the State Department's [International Travel Country Information page](#) for your destination to find contact information for its foreign embassy or consulate. Visit the website of the foreign embassy or consulate to find out what is prohibited.

INTERNATIONAL TRAVEL AND SECURITY SERVICES

There are services available to travelers that provide global medical advice and travel security assistance. While these are not insurance providers, these systems track the traveler and provide 24-hour information based on the location such as vetted medical facilities. There are systems that track the employee for the employer and provide notifications of potential travel and security issues.

This service is only available when a travel authorization has been completed. If you are traveling without a travel authorization, in your agency approved travel management system, you are not covered by this service. This is due to the enrollment process being tied to a travel authorization.

For example, the Forest Service provides International SOS, a leading provider of global medical and travel security assistance services, to their staff and sponsored travelers on official international travel. International SOS has a global network of 11,000 employees, 5,200 medical

professionals, and hundreds of fully vetted medical facilities. Travelers who need advice or have an emergency have access to International SOS 24-hour Assistance Centers, online country travel guides that include medical and safety information, a mobile app and international clinics and remote-site medical facilities across five continents.

The State Department provides the [Smart Traveler Enrollment Program](#) (STEP) for all United States citizens. It is a free service that allows United States citizens traveling or living abroad to receive the latest security updates from the nearest United States embassy or consulate. It automatically sends updates to travel advisories and the latest safety and security information for your destination country, so you can make informed decisions about your travel. The information you provide enables the United States embassy or consulate to contact you and provide assistance in an emergency.

APPENDIX E ACRONYM GUIDE

The following acronyms are used throughout the National Interagency Standards for Resource Mobilization:

AFAC	Australasian Fire and Emergency Services Authorities Council
BIA	Bureau of Indian Affairs
BHA	Bureau for Humanitarian Assistance
BLM	Bureau of Land Management
CIFFC	Canadian Interagency Forest Fire Centre
CIMT	Complex Incident Management Team
COD	Coordinator on Duty
CONAFOR	Comisión Nacional Forestal
COP	Chief-of-Party
CORD	Expanded Dispatch Coordinator
CRWB	Crew Boss
CREP	Crew Representative
DOI	Department of Interior
FFMG	Forest Fire Management Group
FMO	Fire Management Officer
FMWG	Fire Management Working Group
FWS	Fish and Wildlife Service
GACC	Geographic Area Coordination Center
GACG	Geographic Area Coordinating Group
GMAC	Geographic Multi-Agency Coordinating Group
IARR	Interagency Resource Representative
IC	Incident Commander
ICS	Incident Command System
IHC	Interagency Hotshot Crew
IMSR	Incident Management Situation Report
IMT	Incident Management Team
MAC	Multi-Agency Coordinating Group
NAFC	North American Forestry Commission

NAPM	National Aviation Program Manager
NASF	National Association of State Foresters
NFES	National Fire Equipment System
NFWC	National Fixed Wing Coordinator
NICC	National Interagency Coordination Center
NIFC	National Interagency Fire Center
NIROPS	National Infrared Operations
NISRM	National Interagency Standards for Resource Mobilization
NOAA	National Oceanic and Atmospheric Administration
NPS	National Park Service
NRSC	National Resource Sharing Centre
NWCG	National Wildfire Coordinating Group
NWS	National Weather Service
OAS	Office of Aviation Services
OSHA	Occupational Safety and Health Administration
POE	Point of Entry
PPE	Personal Protective Equipment
RAO	Regional Aviation Officer
RAWS	Remote Automated Weather Station
RFA	Request for Assistance
SOR	System of Record
THSP	Technical Specialist
USA	United States of America
USAID	US Agency for International Development
USDA	United States Department of Agriculture
USFA	United States Fire Administration
USFS	United States Forest Service