

**National Multi-Agency Coordinating Group
Operating Plan
2025**

Fire Director,
National Association of State Foresters

Branch Chief, Fire Operations
Bureau of Indian Affairs

Division Chief, Fire Operations
Bureau of Land Management

Deputy Chief, Fire Operations
U.S. Fish & Wildlife Service

Assistant Director, Operations
U.S. Forest Service

Branch Chief, Wildland Fire
National Park Service

Wildland Fire Program Manager
U.S. Fire Administration

Overview:

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 wildland firefighting resources are efficiently and appropriately managed in a cost-effective manner.

Membership:

National Association of State Foresters (NASF)
Bureau of Indian Affairs (BIA)
Bureau of Land Management (BLM)
U.S. Forest Service (USFS)
U.S. Fish and Wildlife Service (USFWS)
National Park Service (NPS)
U.S. Fire Administration (USFA)

NMAC Secondary members:

Primary NMAC members will identify a secondary NMAC member representing their agency when the primary is unavailable. Secondary members will be identified pre-season and provided to the NMAC Chair. Primary NMAC members are responsible for briefing their secondaries on NMAC issues and topics and vice versa.

Mission:

National wildland fire, all hazard incident, and international wildland fire operations management, priority setting, and resource allocation through multi-agency coordination.

NMAC Roles/Responsibilities:

- Establish national priorities among the Geographic Areas (GAs)
- Direct, allocate or reallocate resources among or between GAs to meet national priorities.
- Determine National Preparedness Levels (PLs)
- Anticipate and identify future national fire management resource requirements.
- Provide oversight of general business practices between NMAC and the Geographic Multi-Agency Coordination (GMAC) groups
- Provide management/directional oversight of the National Interagency Standards for Resource Mobilization
- Provide an NMAC member as the media spokesperson assisting NIFC External Affairs for issues of national importance (as requested)
- Serve as liaison to a specified GA. NMAC liaisons provide two-way communication between the assigned GA and NMAC to streamline communications to better work together for national coordination and management of resources. Current liaison assignments are as follows:
 - Rocky Mountain - NASF rep
 - California - NPS rep
 - Great Basin - BLM rep
 - Northern Rockies - USFA rep
 - Northwest - BIA rep
 - Alaska, Southern Area - USFWS rep

- Southwest, Eastern Area - USFS rep
- Determine national fire resource availability to support non-fire incidents supporting the National Response Framework during periods of simultaneous fire and non-fire incidents.
- Evaluate and determine activation, coordination, and involvement of military and international resources and ensure NMAC representation at key events such as military training sessions, international briefings/orientations, and other necessary functions.
- Charter, coordinate and provide liaison to:
 - Incident Commander Advisory Council (ICAC).
 - Coordinating Group Advisory Council (CGAC).
- Manage interagency Incident Management Teams as necessary.
- Coordinates and determines appropriate actions on Requests for Assistance to and from International Partners with which we hold Arrangements.
- Hosts VIP briefings
- Ensures national fire information is coordinated internally and externally by implementing the [*NMAC and External Affairs Structure and Duties*](#)
- Determine timing and frequency of National Interagency Coordination Center (NICC)/National Interagency Fire Center (NIFC) "daily briefing."
- Host annual NMAC/GMAC coordination meeting with CGAC.
- Host NMAC/GMAC coordination calls as needed.
- Approve assignment extensions for national resources. This may be delegated to the NICC.

NMAC National Priority Setting:

The single, overriding priority in all actions is protecting human life - both that of firefighters and the public. In setting national priorities and drawdown levels, the following criteria will be considered:

- Protecting communities and community infrastructure, other property and improvements, and natural and cultural resources.
- Maintaining initial attack capability.
- Limiting costs without compromising safety.
- Meeting agency suppression objectives.
- Support to National Response Framework (NRF) taskings.
- International Assistance to participating Countries for wildfire.
- Prescribed Fire initiatives.

NMAC will communicate priorities to agency, department, and executive level leadership and other stakeholders as needed.

NMAC Resource Allocation:

Resource allocation decisions are based on the following considerations:

1. Wildfire suppression
2. Emergency Support Function (ESF) / National Response Framework
3. Agency Prescribed Fire operations
4. International cooperation
5. Suppression repair

NMAC prioritizes national needs over individual agency or host unit ownership, ensuring that resources are deployed where they can have the greatest impact on protecting communities and natural resources.

NMAC Chair Rotation:

The NMAC Chair rotates on a two-year cycle starting January 1st. Rotation order:

- National Association of State Foresters (NASF)
- Bureau of Indian Affairs (BIA)
- Bureau of Land Management (BLM)
- US Forest Service (USFS)
- US Fish and Wildlife Service (USFWS)
- National Park Service (NPS)
- US Fire Administration (USFA)

If an agency cannot fill the Chair, the responsibility rotates to the next agency. The next agency in the rotation will assume the Vice Chair.

NMAC Chair Responsibilities:

- Represents and speaks on behalf of NMAC as appropriate.
- Sign NMAC documents.
- Determine the need and schedule for NMAC meetings.
 - At least once daily weekdays during PL4 & 5
 - At least once per week during PL3
 - At least once monthly during PL 1 & 2
- Work with NMAC Coordinator and members to develop meeting agendas.
- Facilitate and lead VIP briefings.
- Facilitate the consensus decision process within NMAC.
- Provide the primary NMAC representation for briefings, outside meetings, and coordination.
- Manage and monitor NMAC meeting attendance and participation.
- Determine the need for NMAC executive sessions.
- Lead NMAC annual after-action review.
- Sign the annual delegation to the NICC Center Manager and the NICC.

When an acting is in the Chair position, the Chair's responsibilities rotate to the Vice Chair or the next primary member.

NMAC Vice Chair Responsibilities:

- Serve as NMAC Chair in absence of designated NMAC Chair.
- Serve as NMAC Liaison to Coordinating Group Advisory Council (CGAC) and Incident Commander Advisory Council (ICAC).

NMAC Executive Secretary

The NMAC Executive Secretary is designated by the National Interagency Coordination Center (NICC) Manager, and documents meeting notes and decisions. This position also provides

logistical coordination for NMAC in terms of establishing meeting invitations, in-person meeting locations, facilitation of communication and records processes for NMAC.

NMAC Coordinator:

The NICC Manager normally fills this role. NMAC regularly evaluates the need for a stand-alone NMAC Coordinator to allow NICC staff work/rest, reduce workload, and provide developmental opportunities.

NMAC Coordinator Responsibilities:

- Coordinate with the NICC Intelligence staff, national resource specialists, and other SMEs to analyze and compile raw national data from multiple sources for presentation to NMAC.
- Facilitate NMAC meetings and calls.
- Assist NMAC in collective and timely decision making for:
 - Resource shortages
 - Anticipated needs
 - Allocation recommendations
- Provides oversight and direction to NMAC Support Group.
- In coordination with NICC Manager, ensures NMAC decisions are communicated and implemented.
- Distribute and archive NMAC:
 - Decisions
 - Direction
 - Best management practices
- Arranges for and manages the facilities, equipment, and IT support as necessary to carry out the NMAC Group functions. This includes arranging meeting rooms for daily meeting and operational briefings.
- Documents the NMAC Group's decisions and coordinates with the NICC Center Manager to ensure their prompt implementation.

NMAC Support Organization

During high tempo periods, an NMAC Support Group may be implemented and may consist of one, or more of the following positions:

- NMAC Coordinator
- NMAC Operations – Works for NMAC Coordinator
 - Incident Management Team Coordinator
 - Crew Coordinator
 - Smokejumper Coordinator
 - Rappel Coordinator
 - Fixed Wing
 - Rotor Wing
- NMAC Logistics – Works for NMAC Coordinator
 - Cache
 - Radio (Cache and Frequency Management)

Other National Resource/Subject Area Specialists (e.g. aviation, smokejumper, international mobilization, incident business, information technology, airspace coordination, safety)

The complexity of the total incident situation will guide the staffing utilized and is supervised by the NMAC Coordinator. At a minimum, the NMAC Coordinator will ensure there is adequate staffing to provide situational updates (incidents and resources) and a national incident overview for NMAC meetings, capture NMAC decisions, and prepare the documentation package for NMAC.

Template Roles and Responsibilities delegations for some MAC support functions are in Appendix and should be revised to meet current situational needs.

NMAC Consensus Decision Process:

A quorum for conducting NMAC business shall be a minimum of five of the NMAC membership. Decisions will be based on a consensus of those present or their designated acting. All decisions will be recorded.

The NMAC consensus process focuses on a cooperative dynamic. Only one proposal is considered at a time; NMAC works together to make the best possible decision for the group. Decisions are adopted when all NMAC members consent to the result of the discussion about the original proposal. NMAC members who disagree with a proposal are responsible for expressing their concerns. No decision is adopted until there is a resolution of every matter. When concerns remain after discussion, NMAC members can agree to disagree by acknowledging that they have unresolved concerns, but consent to the proposal and allow it to be adopted. Therefore, reaching consensus does not assume that everyone must be in complete agreement.

NMAC Written Correspondence, Distribution, and Documentation:

Official NMAC correspondence will be in the form of Memoranda and Letters.

Prior to correspondence distribution, the NMAC Executive Secretary will confirm concurrence from all members with the Chair.

- Member agencies will provide concurrence or amendments within established timeframes.
- Chair will document if member agency is unresponsive.
- See Appendix 1.

NMAC Text String Communication

NMAC communication via the 2025 NMAC Primary text string may be either informational or decisional.

Informational text messages such as accident notifications, significant fire activity, and geographic preparedness level changes do not require a reply or a “copy” by members.

Decisional text messages such as approval for CIMT or crew commitments require a reply from each agency in the affirmative or negative for each instance. One response per agency is necessary. The NICC Manager or Deputies will within reason, attempt to contact non-responsive agencies during the allocated amount of time of a decision. In the event that there is no positive communication, that response will be deemed as approved to reach consensus.

NMAC Accident Notification

- See Appendix 2

NMAC Briefing/Meeting Format/Outline:

The Chair determines frequency and timing for NMAC briefings and meetings, typically in consultation with NMAC members, NMAC Coordinator and NICC Center Manager. Briefings may be held without conducting a follow-up NMAC meeting.

Regular NMAC general briefings are open for anyone in-person at NIFC. When visiting officials, groups or VIPs are present, seating may be reserved for them and limited in availability to others.

General Briefing

Items covered during general briefing:

- Fire Situation Briefing (8-10 minutes) NICC Manager, acting, or designee.
- Fire Weather/Fuels Briefing (8-10 minutes) Predictive Services.

NMAC Group Meeting - Operations and Information

Immediately following the briefing, the NMAC group may convene. The NMAC group meeting is limited to:

- NMAC primary and secondary members
- NMAC Executive Secretary
- DOI Office of Wildland Fire - 1 representative
- NMAC Liaison/SMEs. SMEs consist of representatives for each functional area:
 - Aviation - 1 BLM, 1 FS, 1 BIA
 - Predictive Services - 3 (Meteorologist, Fire Analyst, Intel Rep)
 - Military Liaison -1
 - International Liaison – 2
 - External Affairs – 1
 - NICC Deputy Manager-1 BLM, 1 FS
 - National Interagency Incident Communications Division – 1
 - Cache Liaison -1
 - Airspace Liaison - 1
 - Safety/Risk Management Liaison – 1
 - CGAC Liaison – 1
 - Local government (IAFC) liaison – 1
 - Other SMEs may remain at the request of a Primary NMAC Member, NICC Manager, or NMAC Coordinator.

Operations and Information Outline:

NMAC Coordinator and or NICC Manager provides an overview of national resource shortages and capabilities, critical needs, overall national assessment. Topics include:

- NMAC round table briefing, every NMAC member is allowed to address agency and GA issues. This should be brief and only cover information significant for all the NMAC Group.
 - Operations Coordinator

- Logistics Coordinator
- SME/Liaisons (as needed)

NMAC Administration Business

NMAC SMEs and Liaisons are excused unless a specific representative is asked to stay. NMAC primary and secondary members, and acting's, NMAC Coordinator, NICC Manager, Meteorologist, Fire Analyst, Office of Wildland Fire representative, and Executive Secretary remain in the meeting. Topics to be discussed include:

- Establish Geographic Area priorities/NMAC Group
- Establish National Preparedness Level
- Resource allocations based on NMAC priorities.
- Other NMAC issues identified, decisions, actions, business/NMAC Chair
- Review and confirm meeting decisions and actions/Executive Secretary
- NMAC Coordinator implements decisions through NICC Coordinator
- Address any other issues/Determine need to go into Executive Session/NMAC Chair

NMAC Executive Sessions:

NMAC members may request an executive session through the NMAC Chair. NMAC executive sessions will be composed of the seven NMAC primary and secondary members, NICC Manager, Deputy Center Managers, and the NMAC Coordinator.

Subject matter experts and invited guests may be included in executive sessions upon request by NMAC members.

Appendix 1

National Multi-Agency Coordinating Group (NMAC) Written Correspondence, Dissemination, and Documentation Procedures

- There are two types of NMAC correspondence: Memoranda and Letters.
 - Memoranda contain direction to the field, request action by an NMAC subgroup or other standing group or communicate information essential to maintain efficient and safe operations or support functions. Memoranda are typically addressed to groups such as the Incident Commander Advisory Council (ICAC), the Coordinating Group Advisory Council (CGAC), the Incident Workforce Development Group (IWDG), Geographic Area Coordination Centers, Geographic Area Coordinating Groups, to individual agency leadership, to incident responders/wildland fire community, and/or other groups such as the National Wildfire Coordinating Group (NWCG) and the Fire Management Board (FMB). Memoranda are distributed via e-mail and are posted to the NMAC website.
 - Letters are typically addressed to a particular person or entity, and the subject matter is not appropriate or of little interest to the greater fire community. Examples include Requests for Assistance (RFAs) and letters of gratitude to individuals or groups. Letters are distributed via e-mail but generally are not posted to the NMAC website.
- Numbering: all NMAC correspondence is numbered by the year (preceded by “M” denoting memorandum, or “L” denoting letter), followed by a discreet number in sequence for calendar year. For example, the first memorandum of the year in 2023 is numbered “M2023-01”; a letter is issued a month later and is numbered “L2023-01”.
- Subject line: subject lines should be short but descriptive. If the correspondence establishes a task group, the subject line should begin with “Task Group:...” If the correspondence tasks an NMAC group to accomplish something, the subject line should begin with “Tasking...”
- All NMAC correspondence will utilize a standard template with NMAC letterhead maintained by the NMAC Executive Secretary. All correspondence will utilize 12-point Times New Roman font, will have the signature of the NMAC Chair affixed, and will be released in PDF format (508 compliant).
- All NMAC correspondence will be released via e-mail by the NMAC Executive Secretary using the NMAC Executive Secretary e-mail account.
- NMAC correspondence will also be posted in the appropriate section of the NMAC website and distributed to NMAC membership.
- NMAC members are responsible for dissemination of written correspondence to their respective agencies and Geographic Areas in which they liaison with.
- Drafting, reviewing, and approving NMAC Correspondence:
 - Typically, a member of NMAC (or the NICC staff) will draft the correspondence; every correspondence will have a Point of Contact (POC). NMAC should have a short discussion prior to drafting the correspondence to determine the type of correspondence (letter or memorandum), addressees/recipients and “copied” recipients (if any), main points of the correspondence, and timeframe for review and finalization.
 - Once drafted, comments/edits will be due to the POC by the date/time agreed upon. Positive response is required from all NMAC members prior to finalization.
 - The final draft is then provided to the NMAC Executive Secretary for formatting, numbering, file type conversion and Section 508 Compliance, and release.

- The NMAC Executive Secretary will also provide the final document to the NICC webmaster for posting.
- Correspondence from NWCG utilized by NMAC will be coordinated as appropriate and follow NWCG guidelines found at the NWCG website.

Each January, NMAC will review the prior year's correspondence and determine the disposition of each letter/memorandum. Guidance contained in memoranda should either be placed into the *National Interagency Standards for Resource Mobilization*, left in memorandum form in effect for a short duration, or archived. All correspondence should also be placed into the appropriate section of the NMAC website at the beginning of each calendar year; this website contains sections for "current year correspondence", "prior year correspondence still in effect", and "archived correspondence".

Appendix 2

2025 NICC Accident / Serious Incident Notification Flow

Interagency Standards for Fire and Fire Aviation Operations states that accident notifications should occur in the dispatch/coordination system, from the local dispatch center to the NICC through the GACC.

This should occur after a serious wildland fire operations accident as any of the following:

- Fatalities
- Serious Aviation Accident
- Entrapments/shelter deployments
- Equipment Loss resulting in total damage or loss
- Serious injuries requiring hospitalization (not out-patient or “treated and released”).

* Not all “red medical” injuries need to be reported (i.e. injured firefighters who are currently being medi-vac), unless they meet the above criteria.

- Initial call/notification is directed to the Coordinator-on-Duty (COD) from the Geographic Area Coordination Center (GACC) or reporting party.

- COD notifies Center Manager (CM) and Deputy Center Managers (DCM). – **Verbal / Text**

- NICC CM/DCM makes preliminary notification to affected agency(s) NMAC Member(s). - **Verbal**

- CM or DCM notifies the affected GACC’s NMAC Liaison. – **Verbal**

- If the affected GACC(s) primary NMAC member is immediately unavailable, contact the secondary NMAC member for that GACC(s).

-CM or DCM will notify primary NMAC Leads. – **Group Text**

-CM or DCM will then notify NMAC via NMAC group text.

- Official Accident Notification is sent out by COD, as directed by CM or ACM, once information is confirmed by affected agency/GACC. – **Email** (address email to: accident.notification@firenet.gov)

- Distribution list to include NMAC Primary/Secondary and National Fire Directors.

Appendix 3

Brief descriptions for each position follow (positions will be filled as needed):

NMAC Operations - The NICC Deputy Center Manager is the primary NMAC Operations. The primary function of NMAC Operations is to work with NICC CODs, CIMT, Crew, Smokejumper and Rappel Coordinators, and NICC Center Manager to obtain the most current information on resource allocation, resource availability, resource prepositioning, resource commitments, resources needs and availability, and geographic area prioritization. NMAC Operations will regularly communicate with geographic area MACs and/or geographic area centers to validate incident activities and needs.

NMAC Operations will make recommendations to the NMAC Group on how to allocate or re-allocate critical resources. NMAC Operations will provide these recommendations to NMAC Coordinator prior to NMAC meetings (to speed up the timeliness of information sharing once these recommendations are decided upon by the NMAC Group). NMAC Operations may be separated further to include NMAC Complex Incident Management Team, Crew, Smokejumper, Rappel Coordinators, Fixed Wing Coordinator and Rotor Wing Coordinator. NMAC operations will report directly to the NMAC Coordinator.

NMAC Risk/Safety – The primary function of the NMAC Safety position is to monitor the overall safety situation across the geographic areas. NMAC Safety will coordinate safety conference calls among GA MACs to identify and address safety concerns from the field. NMAC Safety will report directly to the NMAC Coordinator.

The NMAC Safety Liaison coordinates with Geographic MAC's and associated safety representatives to gather information, share national perspectives, and identify support needs. This position works closely with state and regional fire safety program managers.

- Maintains daily contact with NMAC Coordinator or delegate and Aviation/Operations Specialists for coordination and situational awareness; participates in NMAC briefings/conference calls. Establish safety reporting and briefing process to NMAC.

Understands and can communicate interagency risk management principles and policies.

- Monitors the overall safety situation for the geographic areas. Reports out on trends and accidents, injuries, fatalities, and issues. Focuses on risk management and long-term information sharing.

- Maintains contacts with geographic area MAC safety representatives; may provide briefings/briefing materials to update incoming IMTs on safety issues and policies. Stimulates activation of safety liaison at GACC level.

Monitors incident activity in GAs. Recommends activation of reviews such as Safety Assistance Team (SAT) and Fire Assistance Safety Teams (FAST), Lesson Learned Review

(LLR), Rapid Lesson Share (RLS), etc. Provides support to team leaders. Recommend national safety messaging as needed.

- Supports international mobilizations of resources.
- Coordinates with Safety groups, Agency Fire Safety or Risk Specialists as required.

NMAC Coordinators Roles and Responsibilities

COMPLEX INCIDENT MANAGEMENT TEAM

- Work daily with GA IMT coordinators to obtain the most current information on IMT resource availability, commitments, and needs.
- Act as the primary point of contact for IMT ordering and management between the Geographic Areas and NMAC.
- Make recommendations to NMAC Operations on IMT allocation and re-allocation. This should be looking 48-72 hours out when possible.
- Track availability and commitment of CIMTs.
- Work with NICC staff to ensure information sharing.

CREW

- Work daily with GA crew coordinators to obtain the most current information on Type 1, 2IA and 2 crew availability, commitments, and needs.
- Act as the primary point of contact for GA crew coordinators at the NICC.
- Make recommendations to NMAC Operations on crew allocation and re-allocation. This should be looking 48-72 hours out.
- Track availability and commitment of crews.
- Work with NICC staff to ensure information sharing.

SMOKEJUMPER

- Work daily with smokejumper base or GA coordinators to obtain the most current information on smokejumper availability, commitments, and needs.
- Act as the primary point of contact for GA smokejumper coordinators at the NICC.
- Make recommendations to NMAC Operations on smokejumper allocation and re-allocation. This should be looking 48-72 hours out.
- Track availability and commitment of crews.
- Work with NICC staff to ensure information sharing.

RAPPEL

- Work daily with agency or GA coordinators to obtain the most current information on rappel crew availability, commitments, and needs.
- Act as the primary point of contact for GA coordinators at the NICC.
- Make recommendations to NMAC Operations on rappel crew allocation and re-allocation. This should be looking 48-72 hours out.
- Track availability and commitment of crews.

- Work with NICC staff to ensure information sharing.

FIXED WING

- Coordinate with the NICC COD, NMAC Operations and geographic area centers to evaluate intelligence information and make recommendations to the NMAC group on the placement and allocation of fixed wing aviation resources.
- Maintain communication channels between GACC aviation desks, agency aviation managers and NMAC Aviation.
- Make recommendations to NMAC Operations on fixed wing allocation and re-allocation. This should be looking 48-72 hours out.

ROTOR WING

- Coordinate with the NICC COD, NMAC Operations and geographic area centers to evaluate intelligence information and make recommendations to the NMAC group on the placement and allocation of rotor wing aviation resources.
- Maintain communication channels between GACC aviation desks, agency aviation managers and NMAC Aviation.
- Make recommendations to NMAC Operations on rotor wing allocation and re-allocation. This should be looking 48-72 hours out.