INCIDENT ACTION PLAN HIGHWAY INCIDENT

CA-TNF-001295 P5QJ8A (0517)



OPERATIONAL PERIOD



8/21/2023

to

0600

8/23/2023 0600



DAY 0600-1800 / NIGHT SHIFT NOT STAFFED

		v.		
		•		
7				
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INCIDENT OBJECTIVES (ICS 202)

		1	/		
1. Incident Name:	2. Operational Period:	Date From:	8/21/2023	Date To:	8/23/2023
HIGHWAY		Time From:	0600	Time To:	0600
3. Objective(s):					
Leaders Intent and Incident Strategy					
Commit resources only when there is a reasonable	e expectation of success in	protecting life, cri	tical property, a	and infrastro	ucture.
Effectively implement a full suppression and values when and where the probability of success is high,				nd point-pro	tection)
Success is defined as safely achieving objectives verelationships with surrounding communities and ho		posure, while com	mitted to servi	ce and enha	ancing
Incident Values		4.5	-		
The safety of incident personnel and the public.					
- Residents within the Community of the Town of	Washington.				
- Keep the fire on Forest Agency Lands.					
- Air quality and smoke sensitive areas such as co	ommunities, highways, and	d transportation co	orridors.		
- Relationships with local, state, county, and the p	oublic.				
Incident Objectives					
- Provide for the safety of incident responders and	d the public through the ap	plication and impl	ementation of	sound risk	
management strategies.					
- Incident values are communicated and protected	d to the extent possible fro	m adverse fire and	d incident activ	ities.	
- Engage Resource Advisors to minimize adverse	impacts to incident values	S.			
- Effectively manage incident cost through the sel			tactics that ha	ve a high pr	obability of
success in meeting objectives.					
- Coordinate with Fire Management to support an	y new fire starts to help pro	ovide timely, safe,	and efficient in	nitial attack	within the
TFR as requested.	• • • • • • • • • • • • • • • • • • • •	•			
Incident Requirements					
- Manage the Highway Fire within the direction of	the delegation of authority	, leader's intent, a	nd Resource A	dvisors.	
- Create and maintain a work environment in which	ch people are treated with	respect and dignit	y .		
- Track and record all ground and resource disturb	oing suppression efforts.				
5. Site Safety Plan Required?	Yes □ No ☑				
Approved Site Safety Plan(s) Located at:					
6. Incident Action Plan				***************************************	
ICS 203 ICS 215A	☐ ICS 205 A				
ICS 204 ICS 220	Training Message	\Box			
ICS 205 Facility Maps	☐ Travel Map				
✓ ICS 206 ✓ Weather Forecast	Demob Plan	County	Health Messa	ge	
✓ ICS 208 ☐ Fire Behavior	Finance Message	ICS 21			
7. Prepared By: Jim Irving	Position/Title: PSC	Signature:	n/A		
	Jason Flores, Eric Husma	nn Signature:	12/11	TCI	-3(f)
ICS 202					MIMO IAD

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name:		2. Operational	Period: Date From:	8/21/2023	Date To:	8/23/2023
HIGHV	VAY		Time From:	0600	Time To:	0600
3. Incident Command	er(s) and Comman	d Staff:	7. Operation Secti	ion:		
IC/UC's	Jason Flores, Eric H	usmann (t)	Operations	Greg Lowdermilk		
Deputy	Dave Jeffries		Planning Ops			
Safety Officer	Lucas Lambert		Night Ops			
Information Officer	Mary Sullivan		Staging Area	WHITE CLOUD		
Liaison Officer			Branch	ı		10000000000000000000000000000000000000
4. Agency/Organization	on Representatives	:	Division/Group	A/W	Gabe Herr	era
Agency/Organization	Nar	ne	Division/Group			
CalTrans	Shelly Pangman		Division/Group			
SPI	Joe King	- 1	Division/Group			
			Division/Group			
			Branch	II.		
			Division/Group			***************************************
			Division/Group			
			Division/Group			
			Division/Group			
•			Division/Group			
			Branch	III		
			Division/Group			
			Division/Group			
			Division/Group			
			Division/Group			
			Division/Group			
			Branch	IV		
			Division/Group	7 E		
5. Planning Section:			Division/Group			
	Jim Irving		Division/Group			
Deputy	g		Division/Group			
	Leslie McCormick		Division/Group			
Situation Unit			Branch	٧		
Documentation Unit	Meaghan Pang		Division/Group			
Demobilization Unit			Division/Group			
	Matt House		Division/Group			
FBAN	Mattriodo		Division/Group			
IMET			Division/Group			
Training Tech Spec			Air Operations Bra	anch	Director:	
тими достига				Group Supervisor	Directori	
				Group Supervisor		
6. Logistics Section				Helibase Manager		
	Dave Alicia		·	Tonbado Managor		
Ordering Unit			8. Finance/Admini	stration Section:		
Base Camp Manager			Chief			
Ground Support Unit	or, identification		Time Unit			
Communications Unit			Procurement Unit			
Medical Unit			Comp/Claims Unit			
diodi offic			Cost Unit			
			2001 01111			
Prepared By: Name:	Jim Irving	Position/Title:	PSC	Signature:		
ICS 203		Date/Time:		2300 hours		NIMS IAP

Weather Forecast	Latitude: 39.3397	Longitude:	-120.7915	Up	date	NWS Fire Weather
I. Incident Name:	2. Operational Period:	Date From:	8/21/23	Date To:	8/23/23	Last Update
HIGHWAY		Time From:	0600	Time To:	0600	8/20/2023 16:36:14
WS Office = STO, Zone = CAZ2 ire Weather Planning Forecast DISCUSSION A low, but non rrimarily across the mountains londay as the remnants of now-lemain high through the early shower chances persist into Tunticipated Monday and Tuesday lrying trend is then expected	for Interior Northern C zero (10-15%) chance for . Otherwise, more widesp Torpical Storm Hilary mo week ahead. Another slig esday, before generally , with occasional gusts	isolated thuread rain shower northward. ht chance (10 tapering off 20-25 mph	nderstorms wers look to Given the -25%) of iso by Tuesday possible Mo	remains possion overspread to influx of modulated thunder afternoon. But the possion of the poss	ible this afterno the region from s isture to the reg rstorms will be p reezy south-south	on into the evening, outh to north tonight int ion, humidity values will ossible Monday as well. R westerly winds are
AZ221-269-212130- itanislaus NF West of the Sier orthern Sierra Including the tierra Crest- 20 PM PDT Sun Aug 20 2023		West of the				÷
TONIGHT Sky/WeatherShowe thunderstorms in the evening Min Temperature53-60 higher elevations. 24 HR TrendLittl Max Humidity95-10 24 HR Trend13 per 20-Foot Winds Valleys/Lwr SlopesEast Ridges/Upr SlopesEast to 30 mph. LAL	, then showers after mid lower elevationsexce e change. 0 percent. rcent up. winds 10 to 16 mph. winds 10 to 16 mph with reasing to 1 after midni	night. pt 44-52 local gusts u	p			
MONDAY Sky/Weather Sky/Weather Max Temperature 67-73 higher elevations. 24 HR Trend 7 deg Min Humidity 67-80 77-92 percent high elevation 24 HR Trend 29 pe 20-Foot Winds Valleys/Lwr Slopes South Ridges/Upr Slopes South LAL 3. CWR 60 pe	lower elevationsexce rees cooler. percent lower elevation s. rcent up. winds 11 to 17 mph. winds 11 to 17 mph.	pt 54-64				
MONDAY NIGHT Sky/WeatherMostl after midnight then becoming chance of thunderstorms in t showers and thunderstorms af Min Temperature52-60 higher elevations. Max Humidity79-94 20-Foot Winds Valleys/Lwr SlopesSouth becoming drainage up to 5 Ridges/Upr SlopesSouth LAL3 dec CWR20 pe	mostly cloudy. Showers he evening. A slight chater midnight. lower elevationsexce percent. east winds 4 to 9 mph in mph. winds 6 to 12 mph. reasing to 1 early in the	likely and a noe of pt 41-51				
TUESDAY Sky/WeatherMostl late in the morning then bec of showers in the morning, t chance of thunderstorms in t Max Temperature	oming mostly cloudy. A shen a chance of showers he afternoon. lower elevationsexce percent. pe winds up to 5 mph becon. winds 6 to 12 mph. reasing to 2 late in the	light chance and a slight pt 57-67 oming southwe	st			

ASSIGNMENT LIST (ICS 204 WF)

CONTROLLED UNCLASSIFIED INFORMATION//BASIC

		100	CIAIAIFI	41 LIST	(100 20	7 	INFO	RMATION//BASIC
1. Incident Name:			2. Operation	nal Period:		100	3. Branch	Division
HIGHWAY			Date From:	08/21/23	Date To:	08/22/23		A/W
			Time From:	0600	Time To:	0600	'	A/ W
4. Operations Personnel:			· X				Page 1 of 1	Alpha/Whiskey
Operations Section Chief: Greg Lov	wdermilk				Night Ops:			
Branch Director:					Branch Safety:			
Division/Group Supervisor: Gabe He	rrera				Air Attack:			
5. Resources Assigned:			** All Re	sources are	12 Hour **			
Resource Identifier	ALS	LWD	Le	ader	Personnel	Request #	Hours	Reporting Location
CRW1 - BEAR DIVIDE IHC		8/23	ANDERSO	N, BRIAN	22	C-15	0600-1800	
CRW1 - KINGS RIVER IHC		8/21	HAINES, K	ELLY M	20	C-2	0600-1800	
ENG3 - 373 (CA-TNF)		8/30	OKERMAN	, KYLE	5	E-54	0600-1800	
ENG3 - 334 (CA-TNF)		8/29	RODRIGUE	Z, ALEX	5	E-52	0600-1800	
ENG3 - 371 (CA-TNF)		8/29	MARLOW,	LOGAN	5	E-53	0600-1800	
ENG3 LOS PINOS ENGINE 88		8/30	FLINDERS	, HUNTER	3	E-88	0600-1800	
ENG6 ARIZONA FIRE ENGINE	10	8/30	NIELSEN,	VINCENT E	4	E-28	0600-1800	
ENG3 - CACNF E349		8/31	TINKER, LI	UKE	5	E-24	0600-1800	
ENG3 - CANOD E8332			KRACHE, I	KYLE	4	E-47	0600-1800	
WTT2 ROGERS		8/29	HUNN, LAF		1	E-6	0600-1800	
WTT2 - T2 - 231 (CA-TNF)		8/30	PRATSCHI		1	E-61	0600-1800	
DZR ROEN			нітснсос		2	E-87	0600-1800	
		-						
6. Work Assignments:								
Mop up 100 ft. in from control lir	200							
Conduct suppression repair as i		W DEA	De					
Conduct suppression repair as i	dentined b	y IXLA	מטא					
**								
7. Special Instructions:								
ENG 334 unavailable 8/21-8/22								
8. Communications								
Name Ch		ction	Rx Freq	Rx Tone	Tx Freq	Tx Tone	Mode	Notes
Fire Net 2		MAND	170.6000		164.9375	146.2	ļ	Tone 5
R5 T4 4	, 300, 200000	ΓΙCAL	166.5500	0.0	166.5500	0.0	A	
AG-59 6	-	/G	169.1125	0.0	169.1125	0.0	Α	
CALCORD 9	TACT	ΓΙCAL	156.0750	(T6) 156.7	156.0750	(T6) 156.7	Α	
9. Prepared by: Name:	Leslie	McCo	rmick		RESL			
			20			Signature:		
ICS 204			Date/Time:	8/20/2023	2200		Per	sonnel Count: 77

ASSIGNMENT LIST (ICS 204 WF)

CONTROLLED UNCLASSIFIED

		A33	IGNIVIE	AI FI2 I	(105 204	4 VVF)	INFO	RMATION//BASIC
1. Incident Name:			2. Operation	nal Period:			3. Branch	Division
HIC	SHWAY		Date From:		Date To:	08/23/23 0600	ı	A/W
4. Operations Pers	onnel:						Page 1 of 1	Alpha/Whiskey
Operations Section Chief:		ermilk			Night Ops:			
Branch Director:					Branch Safety:			
Division/Group Supervisor:	Gabe Herre	ra			Air Attack:			
5. Resources Assign	ned:		** All Re	sources are	12 Hour **	L		
Resource Identifier	31	ALS LWD	Le	ader	Personnel	Request #	Hours	Reporting Location
CRW1 - BEAR DIVID	E IHC	8/23	ANDERSO	N, BRIAN	22	C-15	0600-1800	
ENG3 - 334 (CA-TNF	;)		RODRIGUE		5	E-52	0600-1800	ALMANIA PROPERTY OF THE PROPER
ENG3 - 371 (CA-TNF		8/29	MARLOW,	LOGAN	5	E-53	0600-1800	
ENG3 LOS PINOS E	NGINE 88	8/30	FLINDERS		3	E-88	0600-1800	
ENG6 ARIZONA FIR	E ENGINE 10			VINCENT E	4	E-28	0600-1800	
ENG3 - CACNF E349)	8/31			5	E-24	0600-1800	
ENG3 - CANOD E83	32		KRACHE, I		4	E-47	0600-1800	
WTT2 ROGERS		8/29			1	E-6	0600-1800	
DZR ROEN			нтснсос		2	E-87	0600-1800	
				,				
				- had no a				

							-	
							 	
6. Work Assignment Mop up 100 ft. in from Conduct suppression	control lines.		ADs					
7. Special Instruction	ns:	4.						*****
ENG 334 unavailable								
8. Communications								
Name	Ch	Function	Rx Freq	Rx Tone	Tx Freq	Tx Tone	Mode	Notes
Fire Net	2	COMMAND	170.6000		164.9375	146.2		Tone 5
R5 T4	-4	TACTICAL	166.5500	0.0	166.5500	0.0	А	
AG-59	. 6	A/G	169.1125	0.0	169.1125	0.0	A	
CALCORD	9	TACTICAL	156.0750	(T6) 156.7	156.0750	(T6) 156.7	Α	
9. Prepared by: Nam	е.	Leslie McCo	rmick	4	RESL			
roparou by Halli	•	LOGIC WICOC	ATTION.			Signature:		
ICS 204]		Date/Time:	8/21/2023	2200	oignature	Per	sonnel Count: 51
AND THE PROPERTY OF								coioi codilli. Ol

ర్జ	ICS 205 - INCIDENT RADIO COMMUNICATIONS PLAN	ADIO COMMUN	IICATIONS PL	AN			P.75	×	CONTROLLED UNCLASSIFIED INFORMATION/BASIC
1. n	1. Incident Name:		2. Date/Time Prepared	pared	3. Operatio	Operational Period:			_4
	HIGHWAY		Date:	08/20/2023	Date From: 08/21/23	08/21/23	Date To:		08/23/23
	Incident Channels	nels	Time:	1930	Time From: 0600	0090	Time To:		0000
4. Q	4. Communications								
Ch#	# Function	Name	Assigned To	Rx Freq	Rx Tone	Tx Freq	Tx Tone	Mode	Notes
-	FOREST	FS TNF		170.6000	0.0	164.9375	OST	4	For I/A use
2	COMMAND	Fire Net	ALL DIVS	170.6000		164.9375	146.2		Tone 5
ю	TACTICAL	NIFC T2		168.2000	0.0	168.2000	0.0	4	For I/A use
4	TACTICAL	R5 T4	DIV A/W	166.5500	0.0	166.5500	0.0	4	
2	A/G	AG-14		167.5000	0.0	167.5000	0.0	4	For I/A use
9	A/G	AG-59	ALL DIVS	169.1125	0.0	169.1125	0.0	4	
7	PROJECT	R5 PROG		168.6625		168.6625			Do not use
∞	DISPATCH	NEV CO		153.9650	(Т9) 100.0	156.3300	OST	4	For I/A use
თ	TACTICAL	CALCORD	ALL DIVS	156.0750	(T6) 156.7	156.0750	(Тб) 156.7	4	
10	TACTICAL	VFIRE 22		154.2650	(T6) 156.7	154.2650	(T6) 156.7	4	For I/A use
11	TACTICAL	VFIRE 23		154.2950	(T6) 156.7	154.2950	(T6) 156.7	4	For I/A use
12	DISPATCH	NEU WEST		151.3250	(T3) 131.8	159.3600	OST	4	For I/A use
13	TACTICAL	CDF T9		151.3850	(T16) 192.8	151.3850	(T16) 192.8	4	For I/A use
14	TACTICAL	CDF T5		151.2500	(T16) 192.8	151.2500	(T16) 192.8	∢	For I/A use
15	A/G	CDF A/G 3		159.3675	(T16) 192.8	159.3675	(T16) 192.8	4	For I/A use
16	DISPATCH	NEU EAST		154.1300	(Т3) 131.8	159.4950	OST	4	For I/A use
17									
18									
19									
20									
5.5	5. Special Instructions								
This	This is a test								
6. Pr	6. Prepared by (Communications Unit Leader): Name:	ions Unit Leader): N	Vame: E. Tro	XXX		Signature:	A-		
SOI	ICS 205 - CONTROLLED UNCLASSIFIED INFORMATION//BASIC	NCLASSIFIED INF	ORMATION//BA	SIC	- ad	Date/Time:	08/20/2023		1930
					I M OWIN				

MEDICAL PLAN (ICS 206)

1. Incident Name:		2. Operational Period: Date From: 8/21/23 Date To: 8/2					8/23/23			
HIC	SHWAY						Time From:	0600	Time To:	0600
3. Medical Aid Stations:										
Name					Location		Contact Nun	nber/Freq	Parar	nedics
Western Sierra Medical Clinic			844 Old Tuni 95945	nel R	d, Grass Valley, CA		1-530-274-97	762		No
4. Transportation (indicate a	ir or grou	nd):							,	
Ambulance Serv	ice				Location		Contact N	umber	Level of	f Service
Calstar Air Ambulance (Aubur	n)		13750 Lincol	n Wa	y, Auburn 95603		1-530-887-82	259	Α	LS
Sierra Nevada Ground Ambula	ance		110 Spring H	ill Dr	, Grass Valley 95945	Ž.	1-530-273-14	14	А	LS
Bi County Ground Ambulance			1700 Poole E	Blvd,	Yuba City 95993		1-530-674-27	780	А	LS
Reach Air Ambulance (Olivehi	urst)		1400 Sky Ha	rbor	Dr., Oliverhurst 9596	1	1-916-208-16	610	А	LS
5. Hospitals:										
		Addre	ess,	С	ontact Number(s)/	Т	ravel Time	_		
Hospital Name	Lat 8	& Long	Helipad	Frequency		Ai	r Ground	Trauma Center	Burn Center	Helipad
Sierra Nevada Memorial Hospital	155 Glasso CA 95945	on Way Lat/Lo	y, Grass Valley, ng:39.2281,	1-53	0-274-6000	6 min	60-90	Level 4		✓
Sutter Rosevilla Medical Center	CA 95661	Plaza [Or., Roseville, ng: 38.7660,	1-91	6-781-1800	20 mi	ns 60 mins	Level 2	V	
U.C. Davis Burn Center	-121.2496 2315 Stockton Blvd. Sacramento, CA Lat/Long: 38.5549, -121.4546			1-91	6-734-3636	27 mi	ns 90 mins	Level 1	V	V
Old Bull Bull Bull			101	0-704-0000	27 1111	113 30 1111113	LCVCII	628		
Α										
6. Special Medical Emergence	cy Proced	ures								
In the event of a medical emergency provide the following Information to the Communication Unit/Grass Valley Communication Center: 1. Delcare the nature of the emgency. a. Medical injury/illness? b. Is injury/illness life threatening? 2. If life threatening, then request that the designated frequency be cleared for emergency traffic. 3. Identify the on-scene Point of Contact (POC) by resource and last name (i.e. POC is TFLD Smith) 4. identify nature of incident, number injured, patient assessment(s)				Nati Loc Poii Trai Poii Pati Is a	ry Reporting Procedure of Injury: ation of Patient: nt of Contact: nsportation Request nt of Pick-Up: Lat: ent Unit ID: n EMT with Patient: : Sex: Ma	ted by	/: Air Gr _ong: _ No	ound	_	2
and location (geographic and GPS of 5. Identify on-scene medical person EMT Jones)	coordinates)).		All Emergencies - Secure the area and identified witnesses for later investigation. Keep accurate log of events.						
6. Identify preferred method of pati	ent transpor	t.								
7. Request any additional resource	s and/or equ	uipment	needed.							
8. Document all information receive	ed and trans	mitted	on the radio or							
Identify any changes in the on-sepersonnel as they occur.	cene Point o	f Conta	ct or medical							
☐ Check box if aviation as:	sets are uti	ilized f	or rescue. If	asse	ts are used, coordina	te with	n Air Operatio	ns/	. 1/	2
7. Prepared by (Medical Unit							0	1/	1	
8 Approved by (Safety Offic	or):					Signa	ature:	MIC.	110	
8. Approved by (Safety Office	er).	Luca	s Lambert		-	Signa	ature:	No.	W	
ICS 206	NIMS IAP				Date/Time	e:				

SAFETY MESSAGE/PLAN (ICS 208)

			,		
1. Incident Name:	2. Operational Period:	Date From:	8/21/23	Date To:	8/23/23
HIGHWAY		Time From:	0600	Time To:	0600

Driving: Steep, narrow, dusty roads throughout fire area. Maintain safe following distances and appropriate speed when traversing roads. Drive with headlights on at all times.

Working on steep, uneven terrain. Be mindful of rolling materials and crews that may be working downhill.

Hazardous Trees and Snags: Be alert of snags due to tree mortality and drought. Crews are working in a very hazardous area with numerous dead trees, stay diligent and flag hazardous areas. Avoid taking breaks under trees.

Maintain situational awareness. Look up, Look down, Look around

Stay hydrated!!! Time to think = time to drink. Document rest and hydration on 214.

Remain mindful of what is going on around you! LCES!

Thunderstorms are predicted in the forecast. Be prepared to take appropriate actions.

Stay informed of changing weather conditions. Review IRPG Thunderstorm Safety pg. 17

Situational Awareness:

Identify, process, and comprehend the critical elements of information about what is happening to the team with regards to the mission. More simply, know what is going on around you.

SNAG (Hazard Tree) SAFETY:

Size up snag hazards in work area

Never become complacent

Always look up

Get weather reports

Scout out parking, work areas, and safety zones

Advise co-workers of known hazards

Face your hazards and take appropriate action

Examine work area for other hazards

Take extra caution around heavy equipment

You are responsible for your own safety

4. Site Safety Plan Requi	red? □ No			
Approved Si	te Safety Plan(s) Located At:			
5. Prepared By: Luc	as Lambert	Position/Title:	SOFR	Signatura
ICS 208	Date/Time:	8/20/2023	/ 2030	Signature.

INCIDENT ACTION PLAN SAFETY ANALYSIS (ICS 215A)

1. Incident Name:	2. Operational Period:	Date From:	8/21/23	Date To:	8/23/23		
HIGHWAY		Time From:	0600	Time To:	0600		
Incident Area	Hazard/Risks		Mitigations				
ALL	FATIGUE		Be alert for sig necessary. Drink water be	ns of fatigue and fore, during and a ns of heat disords	ifter your shift.		
ALL	DRIVING HAZARDS		every turn. SLO Drive with head always look be	OW DOWN. dlights on, use wh			
ALL	WEATHER			familiar with weat anditions on the gr			
ALL	DEHYDRATION			fore, during, and a			
ALL	ANIMAL ATTACK		aggressive ani	from animals and mals. Be mindful elop into infection.	of any injuries		
ALL	ROLLING MATERIAL		Communicate you. Be aware	Be aware of work locations of crews. Communicate with individuals that may below you. Be aware of loose rock and rolling material. Be aware of situational awareness. Look up for			
ALL	HAZARD TREES		overhead haza do so. Flag the	irds. Mitigate the less hazard and coming chain of comman	nazard if safe to municate the		
				11			
5. Prepared By: Lucas Lam		e: SOF 2023 / 2030	Signature:	mofal			

HIGHWAY INCIDENT

CA-TNF-001295

DEMOBILIZATION CHECK-OUT PROCESS

This incident is using a virtual checkout process for demobilization. Please do not leave the incident until the follow steps have been completed!

- 1. **24 hours prior** to demobilization date, please ensure that:
 - Your incident supervisor has submitted a Demob Request in coordination with the Demob unit.
 - If you need a flight arranged for you, please submit a Flight Request Form.



Demob Request Form

- 2. On your demob date, please check out with the following units.
 - Supply Unit Return gear and supplies.
 - Ground Support/Weed Wash Return pool NERV rentals, receive inspections, etc.
 - Communications Unit Return Radios and other communications equipment.
 - Time/Finance Ensure that all CTRs and/or shift tickets have been submitted and you have received your final, signed OF-288 Time Report or OF-286 invoice.



Flight Request Form

- Once you have completed the above steps, please fill out the Demob
 Checkout Form and contact the Demob Unit Leader to confirm your release
 from the incident. PLEASE DO NOT FILL OUT THE DEMOB RELEASE FORM
 UNTIL ALL PRIOR STEPS BEEN COMPLETED!
- Demob Unit Leader: (480) 420-7735, 2023.highway.demob@firenet.gov



Demob Checkout Form



Updated Phone Number

HIGHWAY FIRE FINANCE

CA-TNF-000998 P5QJ8A (0517)

Please send your Finance documents and/or questions to the following:

Email: 2023.highway.finance@firenet.gov

Use the following **keywords** in the **subject line** of your email so they get routed to the proper location:

Personnel Time (Agency Overhead, Agency Crews/Engines, AD's, Cooperators)

<u>Subject Line of email should include any of the following options:</u>

• CTR, Crew Time Report, Time, Overhead

Contract Equip/Crews (VIPR, National Contract Crews, etc)

<u>Subject Line of email should include any of the following options:</u>

• Shift Ticket, Equipment, Contractor

Write legibly and be sure to add your Request# in the right-hand corner of your shift ticket.

Please make sure your CTR's and Shift Tickets are signed by a government official

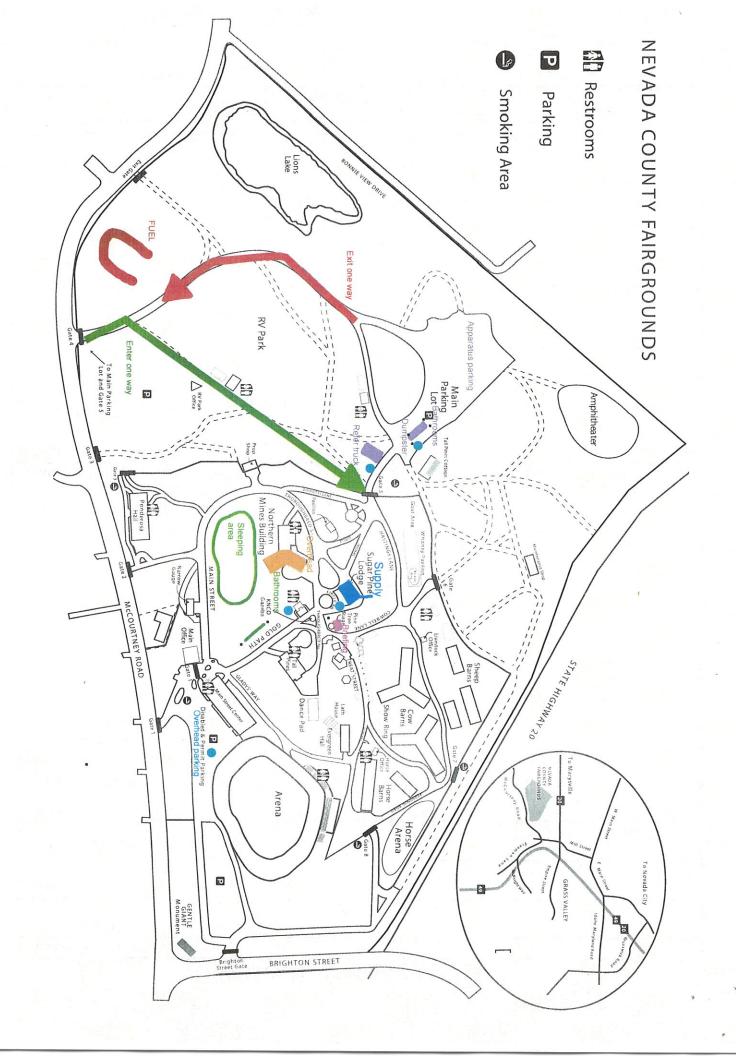
Finance Phone #: (541) 554-9789 (DO NOT Send any finance documents via text)

PLEASE ENSURE THE BELOW DOCUMENTS ARE EMAILED TO FINANCE:

Agency	Overhead:	Contract Equipment/Contract	Cooperator:
Equipment/Crews:ManifestResource OrderCTR's	Resource OrderAD Hire Form (If an AD)	Crews:Agreement/ManifestResource Order	Cooperative AgreementResource Order
· circs	• CTR's	Shift TicketInspection Forms	Shift TicketInspection Forms

GENERAL MESSAGE (ICS 213)

1. Incident Name (Optional): Highway				
2. To (Name and Position): Highway Expanded				
3. From (Name and Position): Eric Truax ORDI	M-T (925) 216-2	119		
			.	i
4. Subject: Per Diem transition 8/20/23			5. Date:	6. Time
			08/19/2023	1250
7. Messsage:				
At 1300 hours 8/20/23 the incident will no				
longer provide three meals. All personnel				
will be transitioned to per diem breakfast				
and dinner. Incident to supply lunch.				
•••				
8 Approved by: Name: Cory Rutherglen	Signature	Or Pos	vition/Title: BCM	G
8. Approved by: Name: Cory Rutherglen	Signature:	Pos	sition/Title: BCM0	G
8. Approved by: Name: Cory Rutherglen 9. Reply:	_ Signature:	Pos	sition/Title: BCM0	G
	_ Signature:	Pos	sition/Title: B <u>CM</u> 0	G
	_ Signature:	Pos	sition/Title: BCM0	G
	_ Signature:	Pos	sition/Title: <u>BCM</u>	G
	Signature:	Pos	sition/Title: BCM0	G
	_ Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: B <u>CM</u> 0	G
	Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: B <u>CM</u>	G
	Signature:	Pos	sition/Title: B <u>CM</u>	G
	Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: B <u>CM</u>	G
	Signature:	Pos	sition/Title: BCM	G
	Signature:	Pos	sition/Title: B <u>CM</u>	G
				G
9. Reply:				



	0.111	LOG (IC					
Lastenia estimate de la lasta de la compania de la		2. Ope	rational Period:	Date From:		Date To:	
HIGHWAY 3. Unit Name/Designators			T	Time From:		Time To:	0600
			4. Unit Leader (Name and ICS	Position)	
5. Personnel Assigned/Designators							
NAME		ICS	POSITION	T	HOME E	BASE	
TO MILE		1.00					
*							.,

					93		
6. Activity Log (Continue on Reverse)							
TIME			MAJOR E\	/ENTS			

3							
						-	
						-	
						-	
						-	

UNIT LOG CONT. (ICS 214)							
1. Incident Name:		2. Operational Period:	Date From:		Date To:	8/23/23	
HIGHWAY			Time From:	0600	Time To:	0600	
6. Activity Log							
TIME		MAJOR E	VENTS				

		of				-	
•							
		•					
	-			-			
(i.e.)							
7. Prepared By:		Date/Time:					
/. Flebaleu DV.		Date/Time.				AUL OLAILA	