Standing Operating Procedure (SOP) for
Wildland Firefighting

1. PURPOSE. The purpose of this SOP is to identify procedures to be followed when RCUH/Oahu Army Natural Resource Program (RCUH/OANRP) is involved in wildland firefighting operations.

2. SCOPE. These procedures clearly outline the command structure, certification requirements, and voluntary assignment participation in wildland firefighting and identify guidelines to maximize personnel safety. RCUH reserves the right to terminate at anytime its authorization for the RCUH/OANRP staff to participate in wildland firefighting.

3. RESPONSIBILITIES.

   a. Senior Natural Resource Management Coordinators (SNRMC): Liaise with Incident Command System (ICS) officer regarding natural resources needing protection, provide contracted helicopter support and logistical planning and support. Review procedures with Natural Resource Management Staff prior to all firefighting operations at safety briefing at the baseyard. Participate in allowable activities under the ICS (under voluntary assignment) and under coordination through the SNRMC principally with Army Wildland Fire Section Supervisor and DLNR Protection Forester (currently Mr. Ryan Peralta).

   b. Natural Resource Staff (NRS): Execute firefighting operations in accordance with SOP under direction of Army Wildland Fire Section Supervisor and/or DLNR Protection Forester.

   c. Failure to comply with this SOP or directives from on-site incident commander/lead/supervisor/boss will result in disciplinary action. Any person who fails to follow the instructions of the Army and DLNR crews will be immediately removed from the fire-line and will not be allowed to respond to any further calls for firefighting assistance.

   d. A total suspension of firefighting activities by RCUH/OANRP employees may occur if a work-related injury occurs during firefighting activities. A RCUH investigation will determine whether firefighting activities may or may not resume.

4. QUALIFICATIONS/SCOPE OF WORK.

OANRP staff are not permitted to engage in fire fighting activities other than:
- Helicopter managing
- Logistics assistance
- Planning operations
- Damage assessments, and
- Limited mop up activities (e.g. opportunistic extinguishments while conducting damage assessments on a fully contained fire).
5. PROCEDURES.

GENERAL STATEMENT OF PURPOSE: OANRP is uniquely qualified to advise and assist firefighting directed to protect natural resources. OANRP has also invested time to become trained to a basic firefighting level. This combined with extensive knowledge of the natural resources will enable program crews to work on site with other firefighting resources to optimize firefighting strategy for benefit of the resources. However, OANRP will only be involved in firefighting where endangered species or native habitats are threatened by the fire or the Army Wildland Fire Section Supervisor considers our participation is important.

COMMAND STRUCTURE: The Command structure on fires comes from the Incident Commander through line and engine chiefs. There will likely be both City and County, Federal Fire as well as Army Wildland fire and DLNR units involved in controlling wildland fires. All RCUH/OANRP employees will be under the immediate supervision of the respective agencies’ fireline bosses. No more than two RCUH/OANRP employees will be assigned to each boss. You must follow every instruction given to you by the line boss. Failure to do so will result in your being removed from the fireline. If you feel uncomfortable about any instruction or the situation that you are in you must communicate that with the line boss immediately. You will be excused, if you so desire, without any repercussion.

RCUH/OANRP will not participate in firefighting unless under the direction of the Army Wildland Fire Section Supervisor or DLNR Protection Forester. The SNRMC will take direction from the Army Wildland Section Supervisor and/or DLNR Protection Forester.

PRIMARY FUNCTION: RCUH/OANRP employees will be used primarily for helicopter management and planning/logistics work. At no time, will you be called on to fight an active fire on the fire line. RCUH recognizes that there may be situations while a crew is conducting ‘mop-up’ that the fire may flare-up necessitating actual firefighting rather than mop-up. However, this would be an exceptional situation.

VOLUNTARY ASSIGNMENT: Firefighting is an optional activity for OANRP employees who may decline to participate in any firefighting activities at anytime without any consequences. You should not answer the call for participation if you feel tired or you are not completely well. Firefighting will not affect your pay rate. No additional compensation will be provided for firefighting other than possible overtime pay for non-exempt employees.

CALL-OUT/PREPARATION PRIOR TO REPORTING FOR FIREFIGHTING DUTY: If RCUH/OANRP employees are redirected from other field activities to respond to a fire, they are required to first report to the Baseyard. Fire team members will collect their fire gear and PPE and conduct a check of equipment before deploying. All gear and equipment must be in good, serviceable condition. You will not be allowed to participate if any item is missing or not serviceable. All team members deploying to the fire must leave the Baseyard together and receive briefings together. The SNRMC is responsible for confirming the number and names of personnel deploying. At no time, will any OANRP employee be allowed to directly report to a fire without checking in first at the Baseyard and reporting to their supervisor.

OANRP SNRMC Responsibilities (Timekeeping, Pre-Deployment, Reporting to Incident Command, Accident Reporting, and Post-Deployment):

SOP No. 20 Wildland Firefighting
Created 09/2006, Revised 03/2017
• **TIMEKEEPING:** OANRP SNRMC will be responsible to ensure all OANRP employees’ time is accurately reported for time reporting purposes. Compensable time will begin and end at the Baseyard. OANRP SNRMS will list all participants, including self, on pre-deployment and at post-deployment and sign off that everyone is accounted for.

• **PRE-DEPLOYMENT:** OANRP SNRMC will be responsible for conducting a visual inspection and equipment check of all OANRP employees to ensure each employee is prepared and properly equipped prior to departure from the Baseyard. This is conducted with a written checklist to formally document and verify that all essential firefighting elements have been addressed. Any defective equipment must be replaced or the employee will be removed from the fire crew. Employee and SNRMC will sign off on equipment list at this inspection and post-deployment to ensure that all equipment is present and in good condition. Where equipment has been damaged it should be repaired or replaced immediately.

• **REPORTING TO INCIDENT COMMAND:** OANRP SNRMC will document where and under whose supervision each employee is assigned by the Army Wildland Fire Section Supervisor or DLNR Protection Forester. This information should be noted on the post-deployment final report.

• **ACCIDENT REPORTING:** OANRP SNRMC will be responsible to report (using RCUH Supervisor’s Report of Industrial Injury form) any accident/injury within 24 hours of occurrence to the RCUH Human Resources Department.

• **POST-DEPLOYMENT:** OANRP SNRMC will ensure all employees and equipment are accounted for and that any employee requiring medical attention is transported to the nearest hospital for treatment. Employee and SNRMC will sign off on equipment list post-deployment to ensure that all equipment is present and in good condition.

**REPORTING FOR FIRE FIGHTING DUTY:** Upon reporting to the Incident Command the SNRMC is required to report to the Army Wildland Fire Section Supervisor and/or DLNR Protection Forester. The Risk Management Process outlined in the Incident Response Pocket Guide (IRPG) page one will conducted collectively. Five steps are followed to provide a thorough review of the operation to ensure that safety is priority one. Thorough review of these steps needs to be completed using the IRPG.

1. **Situation Awareness/Scene Size up-** In this step Information is gathered and an understanding of the fire is developed:

<table>
<thead>
<tr>
<th>Objectives</th>
<th>Previous Fire Behavior</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communication</td>
<td>Weather Forecast</td>
</tr>
<tr>
<td>Who’s in Charge</td>
<td>Local Factors</td>
</tr>
</tbody>
</table>

2. **Hazard Assessment – Potential Hazards are evaluated:**

   (1) **Look Up/Down/Around at indicators and Tactical Hazards:** Evaluate the following (see IRPG):

   - Fuel Characteristics – Assess what types are involved
   - Fuel Moisture – Feel and measure. How dry is the fuel?
   - Fuel Temperature – Feel and measure. How hot is the fuel?
   - Terrain – Scout – How steep is the terrain? How will this impact fire behavior?
• Wind – Observe. Are winds above 10 mph? Are winds shifting?
• Stability – Observe. Does the weather appear stable?
• Fire Behavior – Watch. What types of fire behavior do you observe?

(2) Identify Tactical Watch Outs (5 positional and 5 situational) and Watch Out Situations (18 listed) (see IRPG)
(3) Watch for other safety hazards

3. Hazard Control:

(1) Follow the ten Standard Firefighting Orders (listed in IRPG)
(2) Ensure LCES checklist is fulfilled
• Lookouts – must be posted, experienced and prepared
• Communication – must be adequate and procedures understood
• Escape Routes – must be more than one and must be safe and marked
• Safety Zones – must be survivable without a shelter.

4. Decision Point – Three step question process that leads to involvement or reassessment
• Are controls in place for identified hazards?
  NO - Reassess situation  YES - Next Question
• Are selected tactics based on expected fire behavior?
  NO - Reassess situation  YES - Next Question
• Have instructions been given and understood?
  NO - Reassess situation  YES - Next Question

5. Evaluate – Analyze the human factor and situation as operations initiates

RCUH/OANRP employees will not conduct firefighting operations in Unexploded Ordnance (UXO) areas.

RECOMMENDED GEAR FOR MANAGING FIRE SUPPRESSION HELICOPTER OPERATIONS

<table>
<thead>
<tr>
<th>Pacmer radio/batteries</th>
<th>Kestrel weather station</th>
<th>Helmet</th>
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</thead>
<tbody>
<tr>
<td>Helicopter radio/batteries</td>
<td>Binoculars</td>
<td>Nomex flight suit</td>
</tr>
<tr>
<td>I-Comm radio/batteries</td>
<td>Flashlight/headlamp</td>
<td>Gloves</td>
</tr>
<tr>
<td>List of radio frequencies</td>
<td>Extra food/water</td>
<td>Ear protection</td>
</tr>
<tr>
<td>Cell phone/charger</td>
<td>Electrical and duct tape</td>
<td>Eye protection</td>
</tr>
<tr>
<td>Heli-log</td>
<td>Gravel bag/sling strap/shackle</td>
<td>Leather boots</td>
</tr>
<tr>
<td>List of contacts and call signs</td>
<td>Leatherman/pliers</td>
<td>Dust mask</td>
</tr>
<tr>
<td>Maps incl. access pts.</td>
<td>Flagging/wind sock</td>
<td>Sunscreen</td>
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