
CENTRAL OREGON FIRE CHIEF'S ASSOCIATION
Mobilization Plan
Appendix A-1
FIRE DEFENSE CHIEF / DESIGNEE
MOBILIZATION CHECKLIST

REQUESTS FOR ASSISTANCE

- Meet with the local fire chief or Incident Commander and determine projected resource needs for the incident. Utilize the "State Mobilization Pertinent Information Table" in gathering information.
- Determine current and projected availability of county resources including incident management overhead personnel, in accordance with the established fire service plan.
- Ensure there are adequate resources within the county to maintain an adequate level of fire protection.
- Contact the State Fire Marshal to determine the availability of adjacent county fire resources.
- Once determined in cooperation with the Incident Commander, request mobile support resources from the State Fire Marshal. Specify the resources needed by the incident and relay information about resource requests between the State Fire Marshal and the Incident Commander.
- Establish and maintain regular communications and updates to the State Fire Marshal regarding current status of mobile support resources.
- Coordinate, in cooperation with the Incident Commander, local fire chief, and State Fire Marshal, the demobilization of mobile support resources as soon as incident conditions warrant.

**State Mobilization
Pertinent Information Table**

INCIDENT STATUS	
Stability (slow/rapid spread)	Threats (lives/structures)

AREA / TERRAIN INVOLVED	
Area Size	Populated (in/near)
Slope (flat/steep)	Transportation (routes)

RESOURCE STATUS	
Local Resources	Mutual Aid Resources
Outside Assistance	Appropriateness (personnel/equipment)

FACTORS AT RISK			
Structures	Multiple Structures	Critical Facilities / Utilities	Historical Significance
Unprotected Lands	Environment	Natural Resources	Communications Network

CONTROL CONCERNS			
Wind	Humidity	Access/Roads	Fuel Type / Load
Temperature	Water Supplies	Special Hazards	

OTHER				
Declared FEMA Incident	Local Needs Require Withdrawal	Resource Priorities	Other Agencies Control	Public Safety Consider

RESOURCES STATUS							
Committed		Available		Committed		Available	
LaPine		Sunriver		Bend			
Redmond		Crooked River		Cloverdale			
Sisters		Black Butte		Crescent			
Crook County		Jefferson County		Warm Springs			

RESOURCE ORDER	
Task Force Quantity	Task Force Configuration
Strike Team Quantity	Strike Team Configuration
Staging Address	Map to Staging
Directions to Staging	

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PRE-MOBILIZATION

When called by County Dispatch or the State Fire Marshal's representative (duty officer, emergency response center), ensure the following tasks are completed:

- Confirm the resource order for mobile support requested. Information needed includes:
 - Type of resources(s) requested (strike team/task force/overhead/special)
 - Quantity of resources requested.
 - Configuration of resources requested (structural/interface/special)
 - Strike Team / Task Force identification
- Confirm the incident or conflagration information including:
 - Name of incident
 - Location of incident.
 - Date and time conflagration was declared, if so.
 - Current time of OSFM or County dispatch request
- Contact the local fire agencies from within the County or Central Oregon District and attempt to fill the resource order request. Utilize pre-designated units wherever possible.
- When responding to conflagrations, specify a location for resources to assemble and assign a person to ensure resources are prepared to respond.

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PRE-MOBILIZATION

(continued)

- Ensure resources have completed the FSP-01 forms when responding to conflagrations and collect the information including:
 - Strike Team / Task Force Leader's name, designator, and contact method(s).
 - Resources type / local fire agency identification number.
 - FSP-01 resource identification number; " _____ or XXXX."

NOTE: Coordinate the FSP-01 resource number identification with the OSFM ERC to ensure each resource has an assigned number.
 - Number and names of staff assigned to each apparatus.
- Contact the Incident Commander or State Fire Marshal Emergency Response Center in Salem (when responding to conflagrations) and provide the following information:
 - The FSP-01 information indicated above.
 - The time of departure from the assembly location
 - An estimated driving time to arrive at the incident staging location
 - Any other special information as necessary to ensure adequate safety and support forth responding resources.
- Provide the OSFM ERC with necessary communications regarding call-back number to ensure adequate communications regarding resources and their continued status during the incident.

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DEMOBILIZATION

(Providing resources to a conflagration)

Ensure the following tasks are completed when notified by the Strike Team / Task Force Leader that the team has been demobilized and will be returning from the incident:

- Inform the local fire chiefs of the release and return of personnel and apparatus.
- When informed by the local fire chiefs, shall in turn notify the OSFMO ERC with the dates and time the fire defense district resources are returned to their respective local fire districts.
- Set a time, date, and location for debriefing and critique of personnel who participated in the emergency incident.

DEMOBILIZATION

(County mobilization ore receiving resource for conflagration)

Ensure the following tasks are completed when the mobile support resources have been demobilized and released from the incident:

- Arrange with the incident commander for a time, date, and location for a post-incident analysis. Coordinate this critique with the State Fire Marshal or designee, if responded to a conflagration.
- Assemble information and facts critical to the operations and incident management and document findings. Forward a copy to all appropriate agencies.