

Instructions for the Completion of the DNRC Incident Situation Assessment (ISA)

Section 1: Situational Awareness

Incident Name

Enter the incident name that has been assigned by the jurisdictional agency. Once a name has been assigned to the incident, it should not be changed if at all possible.

Incident Number

Enter the incident number that has been assigned by the jurisdictional agency. **Never use the same incident number for two different incidents in the same calendar year.** The incident number should start with the 2-letter state identifier, followed by the 3-letter unit or agency identifier and the incident number. (e.g., MT-SWS-000006, MT-EAS-044681).

Latitude and Longitude

Enter the latitude and longitude in degrees, minutes and seconds derived from the point of origin of the incident. If possible, when using GPS to determine the latitude and longitude, set the receiver datum to NAD83. This data is utilized to generate maps and reports from the local level up to the national level.

County(s)

Enter the county(s) in which the incident originated and incident is located.

DNRC Unit

Land Office and Unit where the incident is located.

Cause

Select the appropriate general cause (e.g., Human, Lightning, or Under Investigation). For other incident kinds enter non-applicable (N/A).

Start Date and Time

Enter the date in mm/dd/yyyy format and the time (military time - 1630) that the incident began in the respective data entry blocks.

Current Size

For fire incidents, enter the acreage.

Date/Time of Fire Situation Assessment

Enter the date using the preferred format of mm/dd/yyyy (e.g., 08/07/2008) and the time in military time.

% Contained

For wildfire incidents enter the percent of the incident that is contained. For non-fire incidents, leave blank unless appropriate.

Jurisdiction

What entity has legal jurisdiction of the lands involved in the incident?

Protection

What entities have legal wildland fire protection responsibilities?

Preparedness Level

Preparedness Level (PL) based on the local, Northern Rockies and National Mobilization Guide. National and Northern Rockies PL can be found on the Daily Situation reports.

Current Weather Conditions

For fire incidents, enter the current readings for peak wind gusts, wind direction, maximum temperature, and minimum relative humidity.

Section 2: Values at Risk

Structure Information

Structure information is accounted for according to structure type. Types are defined as follows:

- **Residence:** a place where one lives: a house, apartment, or other shelter used as the residence of a person, family or household. This includes primary and secondary residences. Duplexes and apartments are to be considered as multiple residences.
- **Commercial Property:** real estate zoned for business or industrial use. This includes income-producing property, such as office buildings, restaurants, shopping centers, hotels, industrial parks, warehouses, and factories.
- **Outbuilding/Other:** a constructed building not designed for continuous human occupancy, such as barns, equipment sheds, outhouses, etc. Other structures or outbuildings do not include power poles, fences, pipelines, bridges, etc. These are number-only entry boxes.
- **# Threatened:** Enter the number of structures threatened by type for the current reporting period. A structure is threatened if it is at risk of loss or damage, or endangered during the operational reporting period. This typically includes structures subject to mandatory evacuation. This block will be cleared out each day.
- **# Damaged:** Enter the number of structures damaged by type for the duration of the incident. A structure is damaged if its' usefulness or value is impaired. This block will be carried over each day.
- **# Destroyed:** Enter number of structures destroyed for the duration of the incident. A structure destroyed is equivalent to a structure declared lost. This block will be carried over each day.

Threat to Human Life/Safety

Check any or all boxes that are relevant for the reporting period for each of these situations:

- Evacuation(s) in progress
- No evacuations(s) imminent
- Potential future threat
- No likely threat

Due to the sensitivity of the information be accurate in your assessment. Provide a detailed explanation of these events in Remarks Block.

Communities and Infrastructure, timber grazing lands, watershed and other values threatened.

Describe significant threats to communities, critical infrastructure, natural and cultural resources such as timber, wildlife, habitat, watershed, grazing lands, agricultural areas, endangered species, historical resources, or other valuable resources and describe their value or significance in terms of 12, 24, 48, and 72-hour time frames.

For example, a ranch house, barns and other outbuildings, located in Division C have the probability of being burned over in about 12 hours, a community of 300 homes and businesses northeast of the fire could be impacted by the fire-front in 48 hours, and the fire will directly threaten a water storage area in 72 hours. Use the Section 7 - Remarks to elaborate.

Section 3: Fire Growth Potential

Indices, Fuels, Topography and Predicted Weather

ERC for the general area, short description of the existing fuels, fuel model as described below, general topography and general predicted weather patterns.

For wildland fire incidents, select the appropriate *primary fuel* carrier from the thirteen Fire Behavior Fuel Models in the pull-down menu, list shown below. This portion of the block is required.

The Primary Fire Behavior Fuel Models include:

- 1 Short grass (1 Foot)
- 2 Timber (grass and understory)
- 3 Tall Grass (2.5 Feet)
- 4 Chaparral (6 Feet)
- 5 Brush (2 Feet)
- 6 Dormant Brush, Hardwood Slash

- 7 Southern Rough
- 8 Closed Timber Litter
- 9 Hardwood Litter
- 10 Timber (litter and understory)
- 11 Light Logging Slash
- 12 Medium Logging Slash
- 13 Heavy Logging Slash

Additional information pertinent to fuels/materials involved can be described in the text block for any incident or event kind, including additional detail on the types of fuels involved (e.g., while the primary fuel on a wildfire may be light logging slash, a number of other fuel types may be involved such as grass and chaparral).

Fire Growth Potential

Provide an estimate of the direction in which the incident is expected to spread, migrate, or expand in 12-, 24-, 48-, and 72- hour timeframes based on observed fire behavior. Include an estimate of the acreage or area that will be affected. Emphasize the predicted movement of the fire, not the predicted fire behavior. Include the “why” (conditions affecting fire behavior such as low RH or high winds) and the “where” of the prediction (location, direction and amount of spread). The predicted movement of the fire should be consistent with the timeframes reported for values threatened in Section 2 and expressed as low, medium and high.

Section 4: Other Jurisdictions or Protection Agencies Impacted

Describe significant threats to other jurisdictions in terms of 12, 24, 48, and 72-hour time frames.

Comments: For example, the fire is predicted to be on Fallon County in 24 hours and Carter County in 72. It will move from DNRC Direct Protection to county protections in 48 hours.

Section 5: Strategic Assessment

Use the check boxes to assess your incident. The Relative Risk Assessment is included as an attachment. Document any conversations or contact with the affected stakeholders.

Describe safety concerns and control problems such as heavy fuels, steep terrain, difficult access, adverse weather conditions, and extreme fire behavior anticipated in the next two to three operational periods. Include social/political/economic concerns or impacts. Relate critical resource needs to the planned actions if given the critical resource and how the resource is going to be utilized to mitigate the situation (e.g., T1 engines critical for structure protection).

Give a short assessment of the likelihood of meeting the containment or control targets given the current resources and management strategy. Tie in information related to critical resource needs. If containment is unlikely, explain why.

Section 6: Fire Control Objectives and Strategy (Option A & Option B)

Develop Priorities, Objectives and Strategies for at least one Option. Option B is to describe actions to be taken if Option A fails.

The fire control objectives and strategies detail how you are going to accomplish your objectives, and provides decision-making documentation.

Objective: what you are aiming at achieving, what is your goal?

- To prevent the fire from moving from xxxx Cr. into the adjacent commercial timbered areas.
- To prevent fire from reaching 20 yr old regenerated unit, or use of a geographic landmark, keep fire south of USFS Road # XXX

Strategy: how do you plan to achieve your objective?

- Full response methods, direct or indirect attack.
- Modified response methods, contingency line, helispot construction

Tactics: what are you going to do to achieve your strategy, and you may have several options, however:

Full suppression (direct or indirect attack)

- Use of two unit crews to anchor base of fire; use two excavators to complete fuel break from A to B on east and west flanks for complete containment
- R/W support from a mix of heavy/medium/intermediate/light for bucketing, moving of equipment, fill relay tanks, personnel moves.

Modified suppression

- Use of two unit crews to anchor base, let fire burn out to natural barriers
- No other action anticipated.
- No action until specific boundaries/trigger point are crossed

All the objectives, strategies and tactics are thought through and based on the values at risk with an estimated cost of suppression. The cost of the action, in relation to the values at risk, in combination with the tactics etc. must lead to a logical conclusion of which and why a particular option is chosen; i.e. building a fire line at the bottom of a slope as opposed to mid slope.

Preferred Option and Rationale

List your preferred Option and the reasons that lead you to that decision.

Section 7: Remarks

Section 8: Approval Block

Agency administrator approval for the appropriate level of incident with the date and time signed. Reiterate your rationale for your decision.

Reassess preferred option if: Examples; (Control objectives not met after three operational periods, significant increase in number and type of values at risk, span of control exceeds capability of assigned incident management organization, continued lack of critical resources, and/or increased threat to adjacent jurisdictions/infrastructure).

**IF REASSESSMENT INDICATES NEED TO MODIFY PREFERRED OPTION,
RETURN TO SECTION 6.**

Appendix

Map of the Incident
Risk Assessment or Potential Incident Complexity (Complexity Analysis)
Large Fire Briefing Package
Delegation of Authority

Other attachments: List