

PLANNING LEVEL I

Characteristics: Winter conditions with snow cover in most places, average temperatures are below freezing, and there is little danger of fire occurrence and spread.

Designated Actions:

Aircraft Status Report:	System is inactive
Wildfire Status Report:	System is inactive (includes Wildfire Situation Update and Fire Weather Status)
Weather/Reporting:	Designated field offices will continue to collect precipitation data for state climatology year round including current snow depth. Remote Automated Weather Stations (RAWS) will upload hourly data via GOES satellite link. RAWS operators will replace defective instruments within one week after receipt of replacement parts.
MIFC Duty Officer:	If needed as determined by MNICS Task Force
Area Duty Officer:	No
Region Duty Officer:	No
Section Duty Officer:	No – The Forest Protection Section Manager or designee are available for statewide emergency response needs.

PLANNING LEVEL II

Characteristics: Mid-summer conditions during periods of normal precipitation or periods when fires may start, but there is little or no danger of fire spread. This would include periods of greater than 50% snow cover in the spring and fall.

Designated Actions: If the statewide planning level is II and snow cover exceeds 50% in an Administrative Area, daily situation updates, daily fire danger status and Duty Officers are not required. The Area will report precipitation daily by 1000 hours. Once snowmelt has occurred all of the above are to be reported daily in the Area Status Report.

Aircraft Status Report: If Aircraft are on station at this planning level the report will be updated daily.

Wildfire Status Report; Wildfire Situation Update; Fire Weather Status: The Wildfire Situation Update will be updated by 1000 hours of the first working day of each week or as conditions change.

Weather Reporting: Precipitation measured at individual field offices will be entered weekly in the status report. RAWS will upload data via GOES satellite link. Regions and Areas are to make it a priority to keep their RAWS on working condition. Areas are to maintain their station in good working order and to notify MIFC Intel of any malfunctions. Defective equipment will be replaced within one day of receipt of replacement parts.

MIFC Duty Officer: A Duty Officer is to be designated when the MIFC office is not staffed. On-call and call back are authorized.

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Region Duty Officer: The Regional Duty Officer plan is to be activated. This plan will provide for immediate "911" dispatcher contact and response to wildfires reported to the Division. The plan is expected to minimize the number of Duty **Officers necessary for this role in a Region. On-call and call back are authorized.**

Area Duty Officer: Area Duty Officers are not required

Section Duty Officer: Not Required. The Forest Protection Section Manager or designee is available for statewide emergency response needs.

Statewide Response Resources Availability: Not Required.

PLANNING LEVEL III

Characteristics: There is a danger of fires starting and spreading. Emergency mutual aid assistance between Areas, Regions, or MNICS agencies is not anticipated. This would include partial snow cover conditions in the spring and late fall.

Designated Actions: If the statewide planning level is III and snow cover exceeds 50% in an Administrative Area, daily situation updates, daily fire danger status and Duty Officers are not required. The Area will report precipitation daily by 1000 hours. Once snowmelt has occurred all of the above are to be reported daily in the Area Status Report.

Aircraft Status Report: Areas with helicopters on station will provide the status report to MIFC prior to 0830 each day. MIFC will enter the air tanker status and other information and update the report by 0900 each day.

Wildfire Status Report: The Wildfire Situation Update will be entered by 0900 hours each day regardless of the fire danger status in the Area. Overtime is authorized.

Weather Reporting: Precipitation measured at individual field offices will be entered weekly in the status report. RAWs will upload data via GOES satellite link. Regions and Areas are to make it a priority to keep their RAWs on working condition. Areas are to maintain their station in good working order and to notify MIFC Intel of any malfunctions. Defective equipment will be replaced immediately upon receipt of replacement parts.

MIFC Duty Officer: A Duty officer is to be designated when the MIFC office is not staffed. On-call and/or call back are authorized.

Region Duty Officer: A Regional Duty Officer is to be designated when the Region office is not staffed. On-call and/or overtime are authorized.

Area Duty Officer: A Duty Officer is to be designated for Areas in the Northwest, Northeast, and Central Regions in consultation with the Regional Fire Team Leader, Regional Duty Officer and/or Regional Forestry Manager.

Section Duty Officer: A Duty Officer is to be designated when the section office is not staffed. Coverage, is to be provided on a 24 hour basis each day. On-call and/or call back are authorized.

MNICS Incident Management Team: Normal rotation

Statewide Response Resources Availability: On Call per statewide schedule.

PLANNING LEVEL IV

Characteristics: There is a danger if fires starting and spreading. Emergency mutual aid assistance between Areas, Regions, and MNICS Agencies may be necessary. Requests for cooperator assistance may also occur.

Designated Actions: If the statewide planning level is IV the Area will report precipitation daily by 1000 hours.

Aircraft Status Report: Areas with helicopters on station will provide the status report to MIFC prior to 0830 each day. MIFC will enter the air tanker status and other information and update the report by 0900 each day.

Wildfire Status Report: The Wildfire Situation Update will be entered by 0900 hours each day regardless of the fire danger status in the Area. Overtime is authorized.

MIFC Duty Officer: A Duty officer is to be designated when the MIFC office is not staffed. On-call or overtime is authorized.

Region Duty Officer: A Regional Duty Officer is to be designated when the Region office is not staffed. On-call and/or call back is authorized.

Area Duty Officer: A Duty Officer is to be designated for Areas in the Northwest, Northeast, and Central Regions.

Section Duty Officer: A Duty Officer is to be designated when the section office is not staffed. Coverage is to be provided on a 24 hour basis each day. On-call and/or overtime are authorized.

MNICS Incident Management Team: Normal Rotation/ On Alert

Statewide Response Resources Availability: On call per statewide schedule.

PLANNING LEVEL V

Characteristics: There is danger of fires starting and spreading. Emergency mutual aid assistance between Areas, Regions, and MNICS Agencies has occurred, out of state resources may be or have been brought into the state. Requests for cooperator assistance may occur.

Designated Actions: If the statewide planning level is V the Area will report precipitation daily by 1000 hours.

Aircraft Status Report: Areas with helicopters on station will provide the status report to MIFC prior to 0830 each day. MIFC will enter the air tanker status and other information and update the report by 0900 each day.

Wildfire Status Report: The Wildfire Situation Update will be entered by 0900 hours each day regardless of the fire danger status in the Area. Overtime is authorized.

MIFC Duty Officer: A Duty officer is to be designated when the MIFC office is not staffed. On-call and/or call back are authorized.

Region Duty Officer: A Regional Duty Officer is to be designated when the Region office is not staffed. On-call and/or call back are authorized.

Area Duty Officer: A Duty Officer is to be designated for Areas in the Northwest, Northeast, and Central Regions.

Section Duty Officer: A Duty Officer is to be designated when the section office is not staffed. Coverage, is to be provided on a 24 hour basis each day. On-call and/or call back are authorized.

MNICS Incident Management Team: Normal Rotation/ On alert

Statewide Response Resources Availability: On call as per statewide schedule.

PLANNING LEVEL I to V – “A” Designator

Characteristics: Danger of fires starting and spreading as appropriate for Planning Level I to V. The “A” Designation signifies that requests for out of state cooperators assistance is likely.

Designated Actions: As appropriate for the current Planning Level.

Wildfire Status Reports: As appropriate for the current Planning Level.

MIFC Duty Officer: A Duty Officer is to be designated when the MIFC office is not staffed. 24 hour coverage is to be provided either through staffing of the office or by a Duty Officer. On-call and/or call back are authorized.

Region Duty Officer: Region Duty Officers are required. If additional assistance is necessary for dispatching the Region may place additional Region or Area personnel on-call or on duty.

Section Duty Officer: A Duty Officer is to be designated when the section office is not staffed. Coverage, is to be provided on a 24 hour basis each day. On-call and/or call back are authorized

PLANNING LEVEL I to V – “E” Designator

Characteristics: Danger of fires starting and spreading as appropriate for Planning Levels I to V. The “E” (Emergency) designation would be put into use if there is a declared emergency within the state of MN (flood, tornado, etc.) , if MNICS agencies are responding to an emergency other than a wildfire, or if the National Terrorism Alert Status is at Orange or Red.

Designated Actions: Regions, Areas, Central Office and MIFC are to review emergency response and security plans and procedures with appropriate staff.

Wildfire Status Reports: As Appropriate for current Planning Level.

MIFC Duty Officer: A duty Officer is to be designated when the MIFC office is not staffed. 24 hour coverage is to be provided. On call and/or call back are authorized.

Region Duty Officer: If at Condition **Red** Regional Duty Officers are required. If additional assistance is necessary the Region may place additional Region or Area personnel on call and/or on duty.

Section Duty Officer: A Duty Officer is to be designated when the section office is not staffed. Coverage, is to be provided on a 24 hour basis each day. On-call and/or call back are authorized.