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NEW HAMPSHIRE STATEWIDE
FIRE and ALL HAZARDS
MOBILIZATION PLAN

Approved September 19, 2001
Revised - 5/15/19

AGREEMENT

This operating agreement is entered into, by and between the Border Area Mutual Aid Association, Southwestern New Hampshire District Fire Mutual Aid, Souhegan Mutual Fire Aid Association, Seacoast Chief Fire Officers Mutual Aid District, Upper Valley Fire Mutual Aid Association, Capital Area Mutual Aid Fire Compact, North Country Fire Mutual Aid District, Twin State Mutual Aid Fire Association, Lakes Region Mutual Fire Aid Association, Kearsarge Mutual Aid, Ossipee Valley Mutual Aid Association, Division of Forests and Lands, and the State Fire Marshal pursuant to New Hampshire RSA Title 3, Chapter 53-A.

PURPOSE

The purpose of the State-wide Fire & All Hazards Mobilization Plan (hereafter known as the Plan) is to provide local first responders with easy access to large quantities of resources or specialties that may be needed in a major fire, disaster or other major emergency or event in the State of New Hampshire and elsewhere.

The Plan is based on a series of observed occurrences and shared experiences during recent disasters and major emergencies in the State of New Hampshire. It is also an evolution of our past experiences in dealing with the day-to-day incidents that continually challenge our resources and competencies. Most importantly, it is a practical approach to provide emergency service resources in quantities or specialties beyond the means of any single department. It is to the mutual advantage of the parties hereto to cooperate for the purpose of Fire and related incidents that are beyond the capabilities of local and regional emergency response organizations.

The Plan was developed to provide for the systematic mobilization, deployment, organization and management of emergency services resources to assist local agencies in a major fire, disaster or other major emergency. This enabling agreement is not obligatory and does not guarantee that any aforementioned parties will respond into other districts. Response will be provided based upon available resources.
New Hampshire is susceptible to natural and man-made disasters; therefore accentuating the need for this level of coordination and preparation. The effective management of emergency response personnel during the incipient stage of any major incident and throughout its extended operations will by far, have the most significant impact on life loss and the severity of injuries to the affected population. The Plan provides for the activation and sustained response of aid to a community in the event of a localized disaster. These events can include, but are not limited to, major fires, tornadoes, train derailments, hazardous materials incidents, wildland fires, domestic terrorism and other events that may overwhelm the local fire department serving the community and its normal mutual aid resources.

Requests for assistance are automatically approved and should be referred to the appropriate dispatch center. This Plan serves as the mechanism to commit local fire, EMS and special resources to emergencies beyond the scope of their normal mutual aid systems. It is important to understand that the control of an incident will remain in the hands of the local jurisdiction.

**KEY CONCEPTS & INCIDENT RESPONSIBILITY**

Responsibility for planning, initial response, direction and control rest with the affected local community. The Plan is directed toward enhancing disaster management at the local, county and state level of government by:

- Providing a simple method to immediately activate large quantities of fire, EMS and specialized personnel and resources.
- Establishing the positions, roles, and responsibilities necessary to activate and maintain this plan.
- Complimenting other disaster plans at the local and state level.
- Utilizing the Incident Command System (ICS) and the principles of the National Incident Management System (NIMS) which have been adopted by the State of New Hampshire.

This Memorandum of Agreement neither expands nor abridges any rights and responsibilities of any parties, including responsible parties, not signature to this agreement pursuant to RSA 154.
SECTION 1: AUTHORITY

Aid Outside District

Section 154:24

154:24 Outside Service by Local Fire Department. – Any city, town, village or fire district may authorize their respective fire department to go to the aid of another city, town, village or fire district within or without the state, for the purpose of extinguishing a fire, rendering other emergency assistance, or performing any detail as requested.


Section 154:25

154:25 Rights, Privileges, Immunities. – While in the performance of their duties in extending such aid, firefighters shall be subject to the control and direction of the chief fire official of the municipality within which the fire or other emergency occurs, and they shall have the same immunities and privileges as if performing the same duties within their respective city, town, village or fire district.


Section 154:26

154:26 Loss or Damage. – Any expenses incurred by any fire department, in rendering such aid outside the limits of its jurisdiction as provided hereunder, including loss or damage to equipment may be charged to the city, town, village or fire district whose officials requested such aid.


Section 154:27

154:27 Donation of Services. – Nothing contained herein shall be construed to prohibit any city, town, village or fire district extending such aid from donating their equipment and services and assuming the damage or loss to their equipment.


Section 154:28

154:28 Conditions and Restrictions. – The fire department may extend such aid outside the district, under this subdivision, subject to such conditions and restrictions as may be prescribed.


Section 154:29

154:29 Compensation. – Any city, town, village or fire district aided under and in accordance with RSA 154:24-28 may compensate any city, town, village or fire district rendering aid to (a) employees for compensation during the time in which the rendering of their services prevented them from performing their regular duties at their place of employment, and (b) may reimburse in part or in whole for any payments lawfully made to any member of its fire department or to a spouse or other dependents on account of injuries or death suffered by the fire department member in the course of rendering aid outside the district or of death resulting from such injuries.


Section 154:30

154:30 Duties of the State Fire Marshal. – At the request of any chief of an organized fire department
within the state, the fire marshal shall provide help and assistance in coordinating the services of fire departments giving the mutual aid in the extinguishment of fires and other emergencies.


## District Fire Mutual Aid Systems

### Section 154:30-a

154:30-a Formation. - I. Whenever 10 or more municipalities within the state shall have voted to authorize their respective fire departments to render outside aid as provided in RSA 154:24-30, they may, if they so desire, form a district fire mutual aid system, which shall be a public municipal corporation. They may petition the state fire marshal in writing to call the organizational meeting of the system.

II. Fewer than 10 municipalities which have complied with paragraph I of this section may petition the state fire marshal who may accept or reject the petition. The state fire marshal shall consider the fire protection needs of the applicants and the effect of the proposed system upon the fire protection of other municipalities.


### Section 154:30-b

154:30-b Organization. - I. Upon receipt of a petition under RSA 154:30-a, I, the state fire marshal shall call the first or organizational meeting of the system. Upon receipt of a petition under RSA 154:30-a, II, the state fire marshal may call such a meeting. The state fire marshal shall give written notice to the chief of each fire department in the system and may invite private fire departments within the designated area to join in the meeting by giving similar notice to them. Each fire department shall send one delegate to the organizational and subsequent meetings and shall be entitled to one vote in all proceedings. The delegate shall be the chief of each fire department or such alternate as the chief may designate. At the organizational meeting, the members of the system shall adopt articles of association and bylaws and regulations for the future government and operation of the system which shall be effective upon submission to and approval by the attorney general, who shall cause the same to be recorded by the secretary of state. The system shall be deemed to have been formally established upon such recording. The organizational meeting shall also elect a board of directors consisting of such number as they may determine. Delegates and directors need not be residents. The board of directors shall be the governing body of the system and shall serve for terms of one year and until their successors are elected and qualify, provided that the organizational meeting, or any subsequent meeting, may vote to elect its directors for varying terms. If a meeting shall so vote for the first election under said vote one director shall be elected for a term of one year, one for a term of 2 years, one for a term of 3 years, one for a term of 4 years, and one for a term of 5 years, and thereafter there shall be elected at each annual meeting one director for a term of 5 years and until a successor is elected and qualified.

II. The directors shall choose from their number the officers of the system, who shall have such duties and powers them.


### Section 154:30-c

154:30-c Powers and Duties. – I. A district fire mutual aid system shall coordinate the services of all municipalities and fire departments belonging to it so as to provide better and more efficient cooperation in the protection of life and property within the area which it comprises and toward this end shall cooperate with other state agencies including the division of homeland security and emergency management and local emergency management offices.

II. A district fire mutual aid system may:

(a) Establish plans for the coordination of all municipal services performed by it;
(b) Within the limits of available funds, acquire and operate property and equipment, including a dispatch center;
(c) Provide communications service, radio repair, and maintenance service to its member municipalities and fire departments or persons and firms under contract with a member municipality or fire department;
(d) Provide private fire, burglary, and supervisory alarm service;
(e) Provide dispatch and communications service for police and emergency medical services of member municipalities and fire departments or for such services as are under contract with member municipalities and fire departments;
(f) Extend the advantages of group purchasing for services performed by it to municipalities and fire departments in the system; and
(g) Provide and operate training programs for firefighters and emergency medical technicians.

III. The state fire marshal may render advice, recommendations and assistance to any district fire mutual aid system.


Section 154:30-d

154:30-d Joining and Withdrawal. – Additional municipalities within or outside the state may join the system, as provided in RSA 154:30-a through RSA 154:30-h, and shall be received as members subject to the approval of the board of directors. Municipalities which do not have active fire departments may be admitted as members upon such conditions as the board of directors may fix. Private fire departments within or outside the state may also be accepted as members, with equal voting rights, by the board of directors, under such arrangements as are mutually agreed upon. A municipality or private fire department may, by vote of its governing board, withdraw from the system but such withdrawal shall not be effective until 90 days after written notice of such withdrawal shall have been delivered to one of the officers of the system.


Section 154:30-e

154:30-e Limitation of Liability. – There shall be no liability imposed by law on the system or on any municipality, on the personnel of its fire department, nor on any private fire department or its personnel, belonging to such a system, for failure to respond or to respond reasonably for the purpose of extinguishing any fire. This immunity is not intended to be exclusive of other immunities existing by statute or at common law.


Section 154:30-f

154:30-f Appropriations. – Municipalities belonging to such a system may raise and appropriate money for the purpose of the system. Counties in which a system is established may raise and appropriate money for the purposes of the system; provided however that where all the municipalities in the county do not belong to the system, such county appropriations may only be made by the affirmative vote of 2/3 majority of the county convention present and voting.


Section 154:30-g

154:30-g Definition. – The term "private fire department" as used in this subdivision shall include fire organizations operated by industries and establishments for self-protection and also nonprofit volunteer fire associations. Nothing contained in this subdivision shall be construed to interfere with the exclusive jurisdiction vested by law in the director, division of forests and lands, department of natural and cultural resources, and the director's subordinates over forest fires as provided in RSA 227-L, nor to affect the laws governing prevention
or extinguishment of forest fires.


Section 154:30-h

154:30-h Gifts. – A district fire mutual aid system may receive, hold and use gifts, bequests and devises, either outright or in trust, for purposes consistent with this subdivision.

PLAN MAINTENANCE

Federation of Fire Mutual Aids Mobilization Plan Working Group

The maintenance of the Plan, including its development, revision, distribution, training and exercising is the responsibility of the New Hampshire State Fire Marshal, and New Hampshire Federation of Fire Mutual Aids in coordination with its member organizations.

Revision Process

The Plan will be reviewed on an bi-annual basis by members of a stakeholders working group. The Federation in coordination with the stakeholders working group is authorized to publish changes to the Plan as necessary. During the interim period between the annual reviews, recommendations for revision will be forwarded to the Federation for distribution to and concurrence by the stakeholders working group.

All changes to the Plan will be documented and included in a Plan Revision Log. This log will be maintained by the Federation and incorporated as part of the Plan. Additionally, a record of those serving on each review process will be documented and included in the Plan Revision Log.

The State Fire Marshal and the Federation will maintain an updated version of the Plan, including all revisions.
SECTION 2: OPERATIONAL CONCEPTS

TRAINING COMPETENCIES/PHYSICAL CAPABILITIES

The sending agency has the responsibility to ensure that personnel are trained to a basic level of proficiency based upon the mission. In addition, all responding personnel must be NIMS compliant. All responding personnel should meet the minimum level of certification as provided by the appropriate state agency and/or meet the appropriate nationally recognized standards of the National Emergency Responder Credentialing System for the position to be filled.

Additionally, personnel responding to an activation of the plan shall be in physical condition commensurate with the expected tasks to be performed and conditions to be faced.

Such assurances for NIMS compliance, training competencies and physical ability must come from the authority sending the assistance and be capable of being proved by audit.

All parties to this agreement agree to exchange training opportunities, share planning documents, resource listings and standard operating guidelines.

COMMUNICATIONS

The key to the successful operation of the various resources in a region will depend heavily upon the ability of these agencies to communicate effectively with each other. It is realistic to assume that in the wake of a major disaster, the existing communication system in the affected area may have been impacted. By the terms of this agreement, each party agrees to permit the others to utilize radio frequencies, computers, telephones and pagers for emergency response. Primary communications for Task Force/Strike Team mobilization will be conducted on public safety interoperability zone “H”. Utilization of Communications Unit Leaders, Mobile Command Post and Vehicles may help to achieve interoperability.

NIMS requires the use of Plain Language for all voice transmissions. Adherence to this principle is especially critical when an incident involves multiple types of agencies. Use of codes that are not understood by all participants could lead to confusion and reduced effectiveness.

FACILITIES/PERSONNEL AND EQUIPMENT

Each Mutual Aid District shall make facilities available upon reasonable request for training and storage as negotiated.

Each Mutual Aid District will maintain a list of personnel and equipment available to other Districts. This database will be the primary source for identifying potential equipment, vehicle and personnel resources.

Participating Mutual Aid Districts agree to provide the New Hampshire Federation of Mutual Aid Districts with changes to task force components and District contact information.
**Resource Typing:** Resource typing will be consistent with the most current edition of FEMA/NIMS Integration Center’s Resource Typing Definitions Library or State Resource Typing Document contained in Annex D.
SECTION 3: OPERATIONS

When any District requests assistance from another, the sending fire department shall dispatch only personnel who meet or exceed minimum requirements for certification and training and physical standards as set forth by the appropriate state agency and/or the appropriate nationally recognized standard.

At the time of the request the assisting District(s) shall dispatch the appropriate available resources in accordance with the Resource Typing specified in this plan’s methodology.

All Districts will operate using the Incident Command System and NIMS Standards.

TIME FRAME FOR DEPLOYMENT

Rapid Response: In many emergency situations, a rapid deployment may be deemed necessary and authorized as a Rapid Response. Time frame for deployment of these missions shall be as soon as possible, preferably within 1 hour of notice of dispatch and authorization. Unless otherwise stated, the anticipated duration of the deployment will be up to 24 hours. The request will direct the deploying resources to respond to the designated Staging Area or check-in area identified by the IC. Responding units should plan to be self-sufficient for the length of the assignment.

Standard Deployment: Unless specified otherwise at the time of request, the standard for deployment of resources shall be within three (3) hours of notice from the Dispatch/authorization. Anticipated deployment should be expected to not exceed seventy-two (72) hours. Deployed resources shall report to the designated location identified in the deployment request. All personnel responding on a Standard Deployment should be self-supporting for up to twenty-four (24) hours.

Extended Deployment: Unless specified otherwise at the time of request, the standard for deployment of resources shall be within twenty four (24) hours of notice from the Dispatch/authorization. Anticipated deployment should be expected to exceed seventy two (72) hours. Deployed resources shall report to the designated location identified in the deployment request. Extended deployment of personnel shall not exceed fourteen (14) days exclusive of travel days.

Demobilization: It shall be policy to release assisting District(s) from duty as soon as practical and mutually agreed. Demobilization from incidents will be relayed through appropriate dispatch channels to notify home units of release of their resources. Demobilization should be coordinated and completed in accordance with the ICS principles of NIMS. A demobilized task force will be under the control of its Leader until arrival at its home jurisdiction.

Self-Dispatching: Fire Department, EMS units and/or individuals shall not self-dispatch to the Mobilization Plan activation. To ensure proper dispatch authorization the Staging Area shall have a record of requested resources to validate access to the incident. It is the responsibility of local officials and dispatch centers to take aggressive action to insure that such resources are not utilized. There shall be no funding support or reimbursement provided to self dispatched units or personnel.

POV’s (personally owned vehicles): All responses should be in department vehicles designed and equipped for the intended use. This response method will help to assure that resources used will have the proper vehicle liability insurance coverage. Transportation of manpower may be by private vehicle but use of official vehicles is preferred.
LOGISTICAL SUPPORT

The logistical support of resources is critical in the management of a disaster effort. Logistical support will be established as soon as possible and will be maintained by the agency requesting the resources. Responding resources on a Standard or Extended Deployment should be prepared to be self-contained for up to twenty-four (24) hours.

- The receiving agency should provide food, water, and shelter for up to seventy-two (72) hours for responding personnel.
- When responding to a Deployment, personnel should bring medicine, clothing and personal hygiene items to support themselves for not less than the duration of deployment.

Force Protection

Protection of responders will be coordinated at the local level or with ESF 13 (Public Safety and Security) if it is available based on the nature of the mission and extent of risk to those responders. This protection may include but not be limited to:

- Protection of personnel and equipment while in transit
- Perimeter and access security to the incident area
- Security at the Base of Operations
- Protection during search & rescue operations
- Protection during EMS triage, treatment and transport operations
- Protection during fire operations
- Detainment of self-dispatched apparatus and personnel

The primary mission of the force protection resources is to assess and detect hostile activity before it becomes a risk to operations.
DISPATCH METHODOLOGY

KEY WORDS/DEFINITIONS

Assembly Point - A location where task forces are designated to meet and form a convoy to respond to an incident.

Command Post - Location of the Incident Commander and his supporting staff.

District Control Center - The fire mutual aid control center for dispatching.

District Fire Coordinator - The president or designee of each participating mutual aid district.

Incident Commander - The Head of the Local Fire Department authorized subordinate responsible for the entire operation.

Staging Area - A reception area designated to receive incoming forces.

Strike Team - A Strike Team Leader and a group of five single pieces of the same type of apparatus.

Task Force Leader - A Task Force Leader in command and responding with a task force.

Task Force Disaster - One (1) Task Force Leader, three (3) engines, one (1) ladder. One (1) heavy rescue.

Task Force Forestry - One (1) Task Force Leader, one (1) Type I Engine, three (3) Forestry Engines and one (1) tender.

Task Force Structural - One (1) Task Force Leader, four (4) engines, one (1) ladder truck.

Task Force Tender - One (1) Task Force Leader, one (1) engine, four (4) tenders.

Strike Team Forestry - One (1) Strike Team Leader, five (5) forestry engines.

Strike Team Crew (Forestry) - Five (5) four person crews (Type II or Type III)

Strike Team Crew (EMS) - Five (5) four person crews (Licensed EMR MinimumEMS level as requested)

Strike Team (Ambulance) - One (1) Strike Team Leader, five (5) ambulances

Dispatch Methodology Summary

The local incident commander requests aid through their local dispatch center as an incident escalates. The local dispatch center utilizes normal in-district mutual aid from surrounding communities. When this source of mutual aid is depleted and the local incident commander requires additional aid, the local dispatch center will request such aid from the Fire Mobilization Plan Control Center initial point of contact which is Capital Area Mutual Aid Fire Compact. The Capital Area Mutual Aid Fire Compact, in concert with the other Fire Mobilization Plan Control Centers, (Lakes Region Fire Mutual Aid and Southwestern New Hampshire District Fire Mutual Aid) determines which Control Center will be the primary control center for this call up. The Primary Control Center, utilizing the State Fire Mobilization Plan, shall request the indicated task force(s) or strike team(s) from the appropriate Mutual Aid District(s), notifying them of the situation and the location of the staging area to which their task force or strike team is to report.

The responding Mutual Aid District, utilizing this plan, will activate the appropriate task force or strike team informing those units of an in-district assembly point. Once assembled, the task force or strike team shall respond in convoy to the incident staging area. The responding Mutual Aid District shall notify the primary control center of the departure and estimated time of arrival. The State Fire Marshal shall be notified of this status. All control centers and the Mutual Aid District(s) shall remain ready to provide logistical information until the task force or strike team arrives at the staging area and is under the control of the incident commander.
Points to Remember

- The Statewide Mobilization Plan only comes into effect when the local community resources and those of its normal mutual aid system are expended.
- The plan organizes apparatus and personnel in task forces or strike teams. Each has its own Task Force or Strike Team Leader.
- The task forces or strike teams meet at an assembly point and travel together. They report to a designated staging area for assignment.
- Task forces or strike teams cannot be used for routine cover assignments. Station coverage remains a local mutual aid system responsibility.
- The Incident Commander must initiate the request for the plan to be implemented. The Incident Commander assumes overall responsibility.
- Notification must be made to the State Fire Marshal’s Office when the plan is activated.
- Task force or strike team apparatus must meet the FEMA Typing Standards. All Fire Departments and mutual aid control centers must issue procedures that reference this plan.
- Authority for this plan is pursuant to New Hampshire RSA Title 3, Chapter 53-A.
- Task Forces may be customized depending on the incident conditions but should follow NIMS best practices.
When Local Incident Exceeds the Ability of the Local Mutual Aid District to Control and more resources are needed

The Incident Commander requests additional resources, utilizing the Mobilization Plan, from their Dispatch Center

The Dispatch Center requests a ST/TF from the Fire Mobilization Plan Point of Contact (Capital Area Mutual Aid Fire Compact)

The Capital Area Mutual Aid Fire Compact (in concert with Lakes Region and Southwest) selects the Primary Control Center for the Sending TF/ST and contacts the Sending Mutual Aid District Dispatch Center

The Sending Mutual Aid District Dispatch Center contacts the TF/ST Leader, determines the Assembly Point and Dispatches the appropriate response assets

TS/ST Leader assembles assets, responds in convoy to Requesting Community

TF/ST Leader updates Sending Mutual Aid Dispatch; Sending Mutual Aid Dispatch updates Responding Departments and Primary Control Center
Requesting Community Procedures/Local Community Procedures:

- After all local resources have been exhausted the local incident commander requests a Task Force Strike Team via their local communications center.

- The local communications center contacts Statewide Fire Mobilization Plan Point of Contact (Capital Area) with request for Task Force or Strike Team.

- Specify the Staging Area or Location where you want the requested assets to report.

- Relay incident type, location, your dispatch center phone number and your primary radio frequency.

- Maintain communications with the Primary Control Center.

Fire Mobilization Plan Control Center Procedures:

- Gather all pertinent information of request. Verify request via phone

- Determine (with other Control Centers) which Center will be the Primary Control Center

- The Primary Control Center utilizing the Plan shall request the indicated resources from the appropriate Mutual Aid District

- The Primary Control Center shall contact the Area Mutual Aid District and relay all available information

- Confirm the Requesting Incident Staging Area location.

- Notify NH State Police

- Notify NH State Fire Marshal or ESF 4 if State EOC is open.

Sending Mutual Aid District Procedures:

- Contact the Task Force/Strike Team Leaders

- Coordinate the Assembly Staging Area for the Sending Mutual Aid

- Dispatch all Companies to the Assembly Staging Area

- Confirm the deployment of all requested assets

- Maintain communication with the Leader, Primary Control Center and the requesting Dispatch Center as time permits
**Task Force/Strike Team Leader Procedures:**

Coordinate the Assembly Staging Area for the Sending Mutual Aid

- Proceed to and set up Assembly Staging Area
- Assemble and inventory all Response Assets and Personnel
- Begin convoy to Incident Staging Area, advise primary Control Center by Radio or Phone
- Establish communications with Incident Dispatch Center
- Confirm the Team Assignment
- Confirm Logistical Support Needs (Personnel, Rehab, Food, Fuel, Shelter, etc)
- Provide Status Reports to area mutual aid district.

**TASK FORCE / STRIKE TEAM ORGANIZATION:**

**Disaster Task Force**

- One (1) Task Force Leader
- Three (3) Type I Engines
- One (1) Type I or Type II Ladder Truck (indicate ladder, platform or tower)
- One (1) Heavy Rescue

**Task Force – Structural**

- One (1) Task Force Leader
- Four (4) Type I Engines
- One (1) Type I or Type II Ladder Truck (indicate ladder, platform or tower)

**Task Force Forestry**

- One (1) Task Force Leader
- One (1) Type I Engine
- Three (3) Forestry Engine and one (1) Tender

**Tender Task Force**

- (1) Task Force Leader
- Four (4) Tenders
- One (1) Engine Type 1
STRIKE TEAMS: Consists of five (5) resources of the same kind and type with common communications and a Strike Team Leader.

The following are available for deployment:

- Engine Strike Team – Structural (Type I or II)
- Engine Strike Team – Forestry (Type III – VII)
- Ladder Strike Team – (Type I – IV)
- Tender Strike Team – (Type I – III)
- Ambulance Strike Team – EMS Level as requested
- Crew (Forestry) – Five (5) four person crews (Type II or Type III)
- Crew EMS - Five (5) four person crews (Licensed EMR Minimum)

Recommended Practices:

- Task Force or Strike Team Leaders are to have completed the requisite training, be experienced in handling multiple company operations and have exclusive interoperable mobile radio communications.
- Task Force or Strike Team apparatus shall meet the minimum typing requirements based on the resources requested.
- Transportation of manpower may be by private vehicle but use of official vehicles is preferred. Units shall travel in convoy from the assembly point to the Incident Staging Area.

CODE OF CONDUCT:

This Code of Conduct consists of the rules and standards governing the expected demeanor of members of agencies responding as part of the Plan. Each system member is both a representative of their response team and their sponsoring agency. Any violation of principles or adverse behavior demonstrated will be looked upon as unprofessional. Such behavior may discredit the good work that the resource completes and will reflect poorly on the entire team’s performance and its’ sponsoring agency.

General Responsibilities

- It is the responsibility of the sponsoring agency to prepare its system members before deployment regarding conduct expectations. Each deployed member is bound by their sponsoring agency’s rules, regulations, policies and procedures.
- It is the responsibility of each agency to reinforce the Code of Conduct during all planning sessions, team meetings and briefings and to monitor compliance.
- At no time during a mission will system members take personal advantage of any situation and/or opportunity that arises.
- The Task Force/Strike Team Leader has the authority to dismiss any member of the deployed team if said member’s behavior, attitude or ability is detrimental to the functional operations of the team.
- It is the responsibility of each system member to abide by this Code of Conduct.
Individual Responsibilities

As a basic guide, every responder will base all actions and decisions on the ethical, moral and legal consequences of those actions. It is in this manner that positive and beneficial outcomes will prevail in all system events. Accordingly system members will:

- Keep the value of life and welfare of the victim constantly in mind
- Remain cognizant of cultural issues including race, religion, gender and nationality
- Abide by all local law enforcement practices, including its policy regarding weapons.
- Abide by all regulations regarding the handling of sensitive information
- Follow local regulations and agency protocols regarding medical care and handling of patients and/or deceased
- Follow prescribed direction regarding dress code and personal protective equipment
- Not carry firearms unless authorized
- Not be in possession of non-prescribed or illegal substances
- Will not consume alcoholic beverages while deployed
- Only procure equipment through appropriate channels
- Follow State and Federal regulations or restrictions regarding taking and showing pictures of victims or structures
- Not remove any items from an operational work site as a souvenir
- Not deface any property
- Transit only via approved roadways and not stray into restricted area
- Demonstrate proper consideration for other teams’ capabilities and operation practices
- Not accept gratuities to promote cooperation
SECTION 4: ADMINISTRATIVE FRAMEWORK

ORGANIZATIONAL LIABILITY

Workers Compensation Coverage

Each participating organization will be responsible for its own actions and those of its employees and volunteers and is responsible for complying with the New Hampshire Workman’s Compensation laws.

Automobile/Vehicle Liability Coverage

Each participating organization will be responsible for its own actions and those of its employees and volunteers and will be responsible for complying with the New Hampshire Vehicle Insurance Laws

General Liability, Public Officials, and Law Enforcement Liability

NH RSA 154:25 Rights, Privileges, Immunities. – While in the performance of their duties in extending such aid, firefighters shall be subject to the control and direction of the chief fire official of the municipality within which the fire or other emergency occurs, and they shall have the same immunities and privileges as if performing the same duties within their respective city, town, village or fire district.

Failure to Respond

If a jurisdiction receives a request that they cannot fulfill, the jurisdiction has the right to refuse the request. The jurisdiction must immediately notify the local mutual aid communications center of the inability to fulfill the request. The local mutual aid communications center will complete the resource requirement by use of the listed alternates in the Resource Inventories.

REIMBURSEMENT

All reimbursement made under this agreement, if any, shall be in accordance with cost established by the Department of Safety under RSA 154 or by the Division of Forests and Lands under RSA 227-L.

REIMBURSEMENT PROCEDURE

Upon the activation of this plan, this Reimbursement Procedure will be applicable to all on-scene and responding agencies. The requesting organization will reimburse the responding organization for all deployment and operational costs to include those related to personnel, use of equipment, and travel. A responding organization may choose to assume or donate, in whole or in part, the costs associated with any loss, damage, expense or use of personnel, equipment and resources provided to the requesting organization. Agencies responding to incidents under the Fire Mobilization Plan may or may not be reimbursed for their expenses. Reimbursement may be provided by the local entity requesting assistance or by the federal government if the incident occurs on federal land, or the incident may be covered by other statutes concerning reimbursement (e.g. hazardous materials incidents). In any case, by participating in the Plan, agencies assume full responsibility for tracking their costs. Furthermore, without valid documentation, no reimbursement will be made.
Documentation Requirements

Any reimbursement, local, state or federal, is based on the supporting documentation. The same documentation procedures are applicable to local, state and federal claims. The documentation must be able to stand the test of audit. The forms utilized are also available in a computerized version. Failure to properly document costs may result in part or the entire claim being ineligible for reimbursement. It is important to document the request for resources in addition to documenting costs.

Eligibility

To meet eligibility requirements for reimbursement, an item of work must:

- Be required as the result of the emergency or disaster event.
- Have been requested by the impacted jurisdiction.
- Have been properly dispatched according to the Plan.
- Be located within a designated emergency or disaster area.
- Be the legal responsibility of the eligible applicant.

Responding organizations activated by this plan must submit reimbursement claims to the impacted jurisdiction(s) within thirty (30) days.

Financial Assistance Availability

FEDERAL – When damages are so extensive that the combined local and state resources are not sufficient, the governor submits a request for an emergency or major disaster declaration to the President through Federal Emergency Management Agency (FEMA). A joint FEMA, State and local team will conduct a Preliminary Damage Assessment to determine if there is a need for federal assistance. If federal assistance is justified, the President issues an emergency or major disaster declaration and various emergency or disaster programs are made available. Federal assistance usually is based upon a shared cost basis (i.e. 75% federal funds and 25% non-federal funds).

Expenses for Personnel

During a federally declared disaster, only the actual hours worked beyond the regular duty time, either overtime or regular time hours, including Fringe benefits, can be claimed for FEMA category A and B (Emergency Work). Pay rates will be in accordance with the existing Collective Bargaining Agreement (CBA), pay ordinance or plan that is in effect at the time of the Plan activation. (It is imperative that all organizations requesting reimbursement have a pay rate for all participating personnel prior to plan activation.) Standby time is not eligible for reimbursement. If time and one-half or double time is paid to regular hourly employees for overtime or holiday work, these payments must be in accordance with rates established prior to the disaster.

In some cases, FEMA may approve reimbursement for overtime costs associated with “backfilling”. If approved, this option would allow the department to be reimbursed when personnel are called back to work on an overtime basis to replace existing employees already approved to perform disaster related activities elsewhere. To facilitate this reimbursement, the responding department must have a written policy concerning “backfilling” in existence prior to the disaster. Sample policies may be found in Annex D of this document.
Equipment Expenses

Each agency may be eligible for reimbursement of equipment which is owned by the agency which is used in disaster work. To assist in the reimbursement process, FEMA has developed an equipment rate schedule. Participating agencies should obtain the most recent version of the FEMA Equipment Rate Schedule prior to making a claim for reimbursement. A complete listing may be obtained at: www.fema.gov

Rented Equipment, Contracted Services and Materials

It is possible that a department may use some rented equipment, contracted services or consumable materials. These costs may also qualify for reimbursement.

SEVERABILITY

This plan shall be construed to effectuate the purposes stated in the Purpose and Scope. Should a court of competent jurisdiction rule any portion, section, subsection or provision of this Plan invalid, nullified or unconstitutional, or the applicability thereof to any person or circumstances is held invalid, the constitutionality of the remainder of this Plan and the applicability thereof to other persons and circumstances shall not be affected.

It is intended that the provisions of this Plan shall be reasonably and liberally construed to effectuate the purposes thereof. If any part or application of this Plan, or legislation enabling the Plan, is held invalid, the remainder of the Plan or its application to other situations or persons shall not be affected. The validity of this Plan shall not be affected by any insubstantial difference in its form or language as adopted by the Authority Having Jurisdiction.

DURATION

This agreement will be effective on the date of signature and will remain in force until the party provides written notice of withdrawal. Member association withdrawal must be submitted to the State Fire Marshal and President of the New Hampshire Federation of Mutual Aid Districts and shall include the date when the withdrawal shall become effective. No withdrawal shall be effective in less than 90 days from the notice of withdrawal.
## RECOGNITION ACKNOWLEDGEMENT

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Statewide Fire Mobilization Plan as recognized by organized New Hampshire regional aid organizations. A signature does not reflect approval or assignment of any responsibility or liability.
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<td>Entire document revised for NIMS compliance and several Annex sections added. Review Committee: B. Thibeault, NHFMO; J Hayes, LRMFA; P Tirrell, SWNHDFMA; E. Petrin, CAPMAC, E. Wilking, SFCMFAD; A Stiles, TSMAFA; R. Todd, SMFAA; W. Wood, NHBEMS; B Phillips, BAMAA.</td>
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Incident Management Team

Seacoast Chief Fire Officers Mutual Aid District Incident Management Team

Contact: Newmarket Communications Center, 659-3950 - 24/7

(Rev. 05-15-2019)
Hazardous Materials Response Team

ALL ACTIVATIONS SHALL BE THROUGH THE INITIAL POINT OF CONTACT!

Central NH Hazardous Materials Team  
Contact Capital Area Mutual Aid Fire Compact  225-3355

Keene Fire/Hazardous Materials Team  
Contact SWNHDFMA Dispatch 352-1291

Manchester Fire/Hazardous Materials Team  
Contact Manchester Fire Department 669-2256

Seacoast Technical Assistance Response Team (START)  
Contact through Hampton Fire 926-3316

Souhegan Mutual Aid Response Team (SMART)  
Contact Nashua Fire Dispatch 594-3636

South Eastern New Hampshire Hazardous Materials Mutual Aid District (SENHHMMAD)  
Contact Derry Fire Department 537-9217

Midwestern NH Regional Hazardous Materials Team  
Contact Lebanon Fire Department 448-1212

Carroll County Hazardous Materials Team  
Contact Carroll County Dispatch 539-2261

New Hampshire National Guard – 12th CST  
Contact NH National Guard Joint Operations Center 603-227-1555 (24hrs)

(Rev. 05-15-2019)
Swift Water/Flood Rescue Teams

Northern Region – Conway Fire Department Swiftwater/Flood Rescue Team
   Contact Conway Police Dispatch: 603-357-5715

Central – Connecticut River Region
   Contact Upper Valley Region Dispatch 603-643-2222

Southwest Region
   Contact Southwestern NH District Fire Mutual Aid: 603-352-1100

Southeast Region
   Contact Bedford Police and Fire Communications Center: 603-792-1345

(Rev. 05-15-2019)
Ambulance Strike Teams
(Commercial 3rd Party)

7/23/14

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(Rev. 05-15-2019)
Communications Unit Leader (COML)

A COML’s responsibilities include developing plans for the effective use of interoperable incident communications, equipment and facilities, managing the distribution of communications equipment to incident personnel, and coordinating the installation and testing of communications equipment. The COML will also work to integrate responding agencies into communications plans that will serve the incident.

To contact a State of certified NH COML for either consultation, or response contact the Capital Area Fire Mutual Aid Compact 225-3355

(Rev. 05-15-2019)
RESOURCE
MANIFEST
LEADER/UTILITY-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER ____________________________
( ) STRIKE TEAM NUMBER ____________________________
( ) SINGLE RESOURCE

LEADER COMMAND VEHICLE ( ) UTILITY UNIT ( )

INCIDENT NAME: ____________________________________________

REPORTING LOCATION _______________________________________

DATE __/__/____ TIME _______ HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: __________________________

RADIO CALL SIGN: _______ INTEROPERABILITY: YES( ) NO( )

CELL PHONE: ______________________________________________

COMMAND VEHICLE: 4WD ( ) UTILITY VEHICLE: 4WD ( )

EQUIPMENT:
AC ELECTRIC POWER: ( ) WATTAGE: _______________________
CHAIN SAW: ( ) OTHER SAWS______________________________
PORTABLE PUMP: _______________________________________

OTHER INFORMATION: ______________________________________

PERSONNEL: SPECIALTY
1. _______________________________________________________
2. _______________________________________________________
3. _______________________________________________________
4. _______________________________________________________

INITIAL ASSIGNMENT: ________________________

DEMOBILIZED: TIME: _______ HRS DATE: _____/____/____

DEMobilization APPROVAL: __________ ICS-21 YES ( ) NO ( )

IC: ( ) OPERATIONS ( ) PLANNING: ( ) LOGISTICS: ( )
ENGINE-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER __________________
( ) STRIKE TEAM NUMBER __________________________
( ) SINGLE RESOURCE

INCIDENT NAME: ___________________________________________

REPORTING LOCATION _______________________________________

DATE __/__/____ TIME _________ HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: __________________________

RADIO CALL SIGN: ___________

ENGINE: TYPE: __________________________
PUMP GPM: __________________________
TANK: __________________________
HARD SUCTION: YES ( ) NO ( ) SIZE _____ NUMBER ______
INTAKE FOR DRAFTING: FRONT ( ) REAR ( )
SUPPLY HOSE: SIZE _______ LENGTH ________
FOAM: A ( ) B ( ) CAFS ( )
RESCUE EQUIP: ( ) JAWS, ( ) AIR BAGS, ( ) ALS
ADDITIONAL RESOURCE INFORMATION: _______________________

PERSONNEL: ____________________  SPECIALTIES: ____________________

1. _______________________________________________________

2. _______________________________________________________

3. _______________________________________________________

4. _______________________________________________________

5. _______________________________________________________

6. _______________________________________________________

ASSIGNMENT: ____________________________________________

DEMOBILIZED: TIME: _______ HRS  DATE: ______/____/_____

DEMOBILIZE APPROVAL: ___________________ ICS-21 YES ( ) NO ( )

IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS: ( )
AMBULANCE-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER____________________________________
          ( ) STRIKE TEAM NUMBER____________________________________
          ( ) SINGLE RESOURCE

INCIDENT NAME: ________________________________________________________

REPORTING LOCATION____________________________________________________

DATE__/__/__    TIME_______HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: __________________________________________

RADIO CALL SIGN: __________

CELL PHONE: _________________   CMED RADIO: UHF ( ) VHF ( )

AMBULANCE TYPE: ________________________________________________________

OTHER INFORMATION: _____________________________________________________

_____________________________   _________________________________

PERSONNEL:                      CREDENTIALS:

1._____________________________ EMT  A EMT  PARAMEDIC

2._____________________________ EMT  A EMT  PARAMEDIC

3._____________________________ EMT  A EMT  PARAMEDIC

4._____________________________ EMT  A EMT  PARAMEDIC

ADDITIONAL RESOURCE INFORMATION:

________________________________________________________________________

________________________________________________________________________

INITIAL ASSIGNMENT: ______________________________________________________

DEMOBILIZED: TIME: ___HRS   DATE: __/__/____

DEMOBILIZE APPROVAL: __________________________ ICS-221 YES ( )

NO ( ) IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS: ( )
LADDER-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER ______________________________________
( ) STRIKE TEAM NUMBER ____________________________________________
( ) SINGLE RESOURCE

INCIDENT NAME: ______________________________________________________

REPORTING LOCATION________________________________________________

DATE __/___/___ TIME _______ HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: ______________________________________

RADIO CALL SIGN____________________

LADDER: TYPE: ___________ LENGTH: ___________

LADDER: ( ) PLATFORM ( ) TOWER: ( )
PREPPED WATERWAY: YES ( ) NO ( )
FLOW CAPACITY: _______________

PUMP: GPM
( ) SUPPLY HOSE: SIZE____ LENGTH____________

RESCUE EQUIP: ( ) JAWS, ( ) AIR BAGS, ( ) ALS

ADDITIONAL RESOURCE INFORMATION: _________________________________

SPECIALTIES:

PERSONNEL:

1. _________________________________________________________________

2. _________________________________________________________________

3. _________________________________________________________________

4. _________________________________________________________________

5. _________________________________________________________________

6. _________________________________________________________________

INITIAL ASSIGNMENT: _______________________________________________

DEMOBILIZED: TIME: ________ HRS DATE: __/__/____

DEMOBILIZE APPROVAL: __________________________ ICS-221 Yes ( ) NO ( )

IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS ( )
FORESTRY-MANIFEST

RESOURCE:  ( ) TASK FORCE NUMBER____________________________________________________

( ) STRIKE TEAM NUMBER______________________________________________________________

( ) SINGLE RESOURCE

INCIDENT NAME: _________________________________________________________________

REPORTING LOCATION_______________________________________________________________

DATE__/__/____  TIME_____HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: _________________________________________________

RADIO CALL SIGN________________________

FORESTRY: TYPE _____

TANK: _______GALLONS

PUMP: _______GPM AT PRESSURE_______

FOAM:  A ( ) B ( ) CAFS ( )

HARD SUCTION SIZE: _______ SECTIONS:

HOSE: 1” ( ) LENGTH____ 1 1/2” ( ) LENGTH

PORTABLE PUMP: _______GPM FLOATING ( )

CHAIN SAW: YES ( ) NO ( ) __________________________

HAND TOOLS: __________________________________________

INDIAN CANS/WATER BACKPACKS: NUMBER_______

OTHER: ________________________________

PERSONNEL:  SPECIALTIES:

1. __________________________________________________________

2. __________________________________________________________

3. __________________________________________________________

4. ___________________________________________________________________

5. __________________________________________________________

6. __________________________________________________________

INITIAL ASSIGNMENT: ______________________________________________________________

DEMOBILIZED: TIME: ____HRS  DATE: /__/____

DEMOBILIZE APPROVAL: ________________ ICS-221  YES ( ) NO ( )

IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS: ( )
TENDER-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER ____________________________
( ) STRIKE TEAM NUMBER ____________________________
( ) SINGLE RESOURCE

INCIDENT NAME: ____________________________________________

REPORTING LOCATION ________________________________________

DATE __/__/___ TIME ______ HRS (24 HOUR TIME)

DEPARTMENT PROVIDING RESOURCE: ____________________________

RADIO CALL SIGN: ________

TENDER: TYPE: ______

TANK CAPACITY: ____________________________
PUMP: ______ GPM. PRESSURE: ______ CLASS A ( )
VACUUM: ( )
DUMP VALVE: NUMBER:
SIZE: ______ LOCATION: ______
DUMP RATE: ______ GPM OR TIME: ______
FILL RATE: ______ GPM OR TIME: ______
FOLDING TANK: ( ) SIZE: __________
OTHER: ____________________________________________

PERSONNEL: SPECIALTIES:

1. ____________________________________________
2. ____________________________________________
3. ____________________________________________
4. ____________________________________________
5. ____________________________________________

INITIAL ASSIGNMENT: ______________________________________

DEMOBILIZED: TIME: ___ HRS DATE: __/__/____
DEMOBILIZE APPROVAL: __________________ ICS-221 YES ( ) NO ( )
IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS: ( )
RESCUE-MANIFEST

RESOURCE: ( ) TASK FORCE NUMBER__________________________
( ) STRIKE TEAM NUMBER__________________________
( ) SINGLE RESOURCE

INCIDENT NAME: ____________________________________________

REPORTING LOCATION________________________________________

DATE___/___/____
TIME_______HRS (24 HOUR TIME)
DEPARTMENT PROVIDING RESOURCE: _____________________________
RADIO CALL SIGN_________________

RESCUE TYPE:

HYDRAULIC RESCUE TOOL:
SPREADER____CUTTER____RAMS_____
AIR BAGS: LOW PRESSURE ( ) HIGH PRESSURE ( )
SAWS: TYPE_____MATERIAL_____________________
JACKS: ( ) HYDRAULIC; CAPACITY_____________________
( ) MECHANICAL; CAPACITY____________________
CRIBBING ( )_____________________
STRUTS ( ) AIR; CAPACITY____________________
( ) HYDRAULIC; CAPACITY____________________
COLLAPSE EQUIPMENT ( )____________________
CONFINED SPACE ( )____________________
ROPES ( )____________________
OTHER: _______________________________________

PERSONNEL: SPECIALTIES:
1.__________________________________________
2.__________________________________________
3.__________________________________________
4.__________________________________________
5.__________________________________________
6.__________________________________________

ASSIGNMENT:

DEMOBILIZED: TIME: _____HRS DATE: _____/___/_____
DEMOBILIZE APPROVAL:________________________ICS-221 YES ( ) NO ( )
IC: ( ) OPERATIONS: ( ) PLANNING: ( ) LOGISTICS: ( )
### Incident Type/Location:

### Task Force/Strike Team Staging Area:

### IC Name/Phone #:

### Radio Frequency:

### Directions to Location/Staging Area:

### Type of Task Force/Strike Team Requested:

- [ ] Structural Task Force
- [ ] Tender Task Force
- [ ] Disaster Task Force
- [ ] Engine Strike Team
- [ ] Aerial Strike Team
- [ ] Tender Strike Team
- [ ] Forestry Strike Team - Engine
- [ ] Forestry Strike Team - Crew
- [ ] EMS Strike Team
- [ ] Other Strike Team

### Type of Response Requested:

- [ ] Rapid Response
- [ ] Standard Deployment
- [ ] Extended Deployment

### Notes:

1. After all local mutual aid resources have been exhausted the local Incident Commander requests a mobilization from the list above via the local communication center.
2. The local communications center contacts the Statewide Fire Mobilization Plan Initial Point of Contact/Control Center.
3. Specify the Staging Area or Location where you want the requested assets to report.
4. Relay incident type, location, your dispatch center phone number and your primary radio frequency.
NH Statewide Fire/All Hazards Mobilization Plan
Mutual Aid District Dispatch Center Mobilization Worksheet

Incident Type/Location: __________________________________________________________

Destination Dispatch Center Phone Number: _______________________________________

Destination Dispatch Center Radio Frequency: _______________________________________

Destination Staging Area: _______________________________________________________

Incident Commander Name: _____________________________________________________

Radio Frequency: ____________________________

Type of Task Force/Strike Team Requested:
☐ Structural Task Force  ☐ Engine Strike Team  ☐ Forestry Strike Team-Engine
☐ Tender Task Force  ☐ Aerial Strike Team  ☐ Forestry Strike Team - Crew
☐ Disaster Task Force  ☐ Tender Strike Team  ☐ EMS Strike Team
☐ Other Strike Team

Type of Response Requested:
☐ Rapid Response  ☐ Standard Deployment  ☐ Extended Deployment

1. Contact the Primary & Secondary Task Force/Strike Team Leaders
2. Determine Task Force/Strike Team Assembly Staging Area
3. Dispatch all Task Force/Strike Team Companies to Assembly Staging Location
4. Confirm the deployment of all Task Force/Strike Team Required Assets
5. Maintain Communication with Team Leader
6. Confirm Response of Convoy from Staging Area to Destination
7. Provide Status Reports to District Mutual Aid Departments

Assembly Staging Area: _______________________________________________________

Primary Task Force Leader: ___________________________________________________

Secondary Task Force Leader: _________________________________________________

Initial Point of Contact/Control Center – Capital Area Tel: 603-225-3355
Control Center – Lakes Region Tel: 603-524-1545
Control Center – Southwest Fire Mutual Aid Tel: 603-352-1100

NH Federation of Mutual Aid Districts – Revised May 2019
Incident Type/Location: 

Destination Dispatch Center Phone Number: 

Destination Dispatch Center Radio Frequency: 

Incident Staging Area: 

Incident Commander Name: Radio Frequency: 

Type of Task Force/Strike Team Requested:

☐ Structural Task Force
☐ Tender Task Force
☐ Disaster Task Force
☐ Tender Strike Team
☐ Other Strike Team
☐ Engine Strike Team
☐ Aerial Strike Team
☐ Forestry Strike Team - Engine
☐ Forestry Strike Team - Crew
☐ EMS Strike Team

Type of Response Requested:

☐ Rapid Response
☐ Standard Deployment
☐ Extended Deployment

Notes:

1. Gather all information above. Verify request via phone from requesting community.
2. Determine with other Control Centers which center will handle mobilization request.
3. Confirm the Incident Staging Area.
4. The Primary Control Center utilizing the Statewide Mobilization Plan shall request the indicated resources from the appropriate Mutual Aid District.
5. Contact District Mutual Aid System Dispatch Center & relay all above information
6. Notify NH State Police (603-271-3636)
7. Notify NH State Fire Marshal

Initial Point of Contact/Control Center – Capital Area Tel: 603-225-3355
Control Center – Lakes Region Tel: 603-524-1545
Control Center – Southwest Fire Mutual Aid Tel: 603-352-1100

NH Federation of Mutual Aid Districts – Revised May 2019
Incident Type/Location: 

Destination Dispatch Center Phone Number: 

Incident Dispatch Center Radio Frequency: 

Incident Staging Area: 

Incident Commander Name: 

Radio Frequency: 

Type of Task Force/Strike Team Requested:
- [ ] Structural Task Force
- [ ] Engine Strike Team
- [ ] Forestry Strike Team Engine
- [ ] Tender Task Force
- [ ] Aerial Strike Team
- [ ] Forestry Strike Team Crew
- [ ] Disaster Task Force
- [ ] Tender Strike Team
- [ ] EMS Strike Team
- [ ] Other Strike Team

Type of Response Requested:
- [ ] Rapid Response
- [ ] Standard Deployment
- [ ] Extended Deployment

1. Determine and advise Control Center of Task Force/Strike Team Assembly Staging Area
2. Proceed to and set up Assembly Staging Area
3. Assemble and inventory all Response Assets and Personnel (See Reverse)
4. Begin convoy to destination, advise Control Center by phone or radio
5. Establish communications with Destination Dispatch Center
6. Confirm response destination Staging Area and/or Team Assignment
7. Establish communications with Incident Commander
8. Manage and Operate to best advantage
9. Confirm Logistical Support needs (Personnel, Rehab, Food, Fuel Water etc.)
10. Provide Status Reports to Control Center

Assembly Staging Area: 

Initial Point of Contact/Control Center – Capital Area Tel: 603-225-3355
Control Center – Lakes Region Tel: 603-524-1545
Control Center – Southwest Fire Mutual Aid Tel: 603-352-1100

NH Federation of Mutual Aid Districts – Revised May 2019
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