



NEW HAMPSHIRE

STATE EMERGENCY OPERATIONS CENTER



EMERGENCY SUPPORT FUNCTION ESF #4 – FIREFIGHTING

2019

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Acronyms

DFL	Division of Forest and Lands
DNCR	NH Department of Natural and Cultural Resources
DOS	NH Department of Safety
EMAC	Emergency Management Assistance Compact
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FMO	NH Division of Fire Safety, Office of the State Fire Marshal
HSEM	NH Division of Homeland Security and Emergency Management
IC	Incident Commander
IEMAC	International Emergency Management Assistance Compact
LOA	Letter of Agreement
MOU	Memorandum of Understanding
NHFMP	NH Fire and All Hazards Fire Mobilization Plan
NIMS	National Incident Management System
NRF	National Response Framework
PIO	Public Information Officer
JIC	Joint Information Center
SEOC	State Emergency Operations Center
SEOP	State Emergency Operations Plan
SME	Subject Matter Experts
SOP	Standard Operation Procedure
NIMS	National Incident Management System



Lead Agency

NH Department of Safety, Division of Fire Safety, Office of the State Fire Marshal (FMO)

Support Agencies

NH Department of Natural and Cultural Resources (DNCR), Division of Forests and Lands (DFL)

Introduction

Firefighting consists of two distinct components: structural fires and wildland fires, with a separate agency responsible for each component.

Purpose

The purpose of Emergency Support Function 4 – Firefighting (ESF 4) is to coordinate and mobilize fire, rescue, and emergency services resources, personnel, and equipment to detect and suppress urban, rural, wildland fires, and other fire protection issues, when local resources have been or are expected to become overwhelmed.

Concept of Operations

This annex will be activated at the direction of HSEM when there is potential for or an actual disaster situation affecting fire service assets and/or requiring statewide coordination of fire service resources.

General

1. The Department of Safety, Division of Fire Safety, Office of the State Fire Marshal (FMO) is the lead agency for ESF 4, but it is recognized that the Department of Natural and Cultural Resources (DNCR) has significant responsibility, expertise, and resources for wildland fire incidents. Upon consultation with FMO, the DNCR may assume the responsibilities of the lead agency.
2. State program assistance, under this function, includes actions taken through the application of equipment, personnel, and technical expertise to control and suppress urban, rural, and wildland fires that have, or threaten to, become disasters.
3. Municipal governments and fire districts are responsible for providing fire prevention and suppression services within their incorporated areas. ESF 4 will provide assistance when requested.
4. All equipment requests and inventories will be made by utilizing the New Hampshire Statewide Fire and All Hazards Mobilization Plan (NHFMP) and the National Incident Management System (NIMS) Resource Typing, to the greatest extent possible.
5. FMO, as the lead agency, must ensure that through coordinated annual planning, all ESF 4 agencies are:
 - a. Participating in reviews and maintenance of the ESF 4 Annex; and
 - b. Receiving sufficient training and are capable of supporting responsibilities of ESF 4 in the SEOC; and
 - c. Coordinating, attending, and participating in ESF 4 meetings, training sessions, conferences, and exercises.



6. Maintain manual or automated listings of the following:
 - a. FMO and support agency emergency points of contact that may need to be contacted by ESF 4 representatives; and
 - b. Available firefighting resources (i.e., state, local, regional) such as types of equipment, equipment operators, technicians, and other personnel.
7. Coordinate ESF 4 activities in the SEOC, during periods of activation, by developing and maintaining the ESF 4 staffing schedule.
8. Coordinate evaluation and performance of mission/task requests.
9. Ensure the status of committed and uncommitted equipment and inventory resources are tracked during activation of the SEOC.
10. Ensure Unified Command is used to manage assets in the field, due to the number and variety of government and private sector organizations that may be involved.
11. If criminal or terrorist activity is suspected in connection with the event, the NH State Police will be advised immediately, if not already involved in the incident.

Organization

1. **Organizational Chart (Command & Control):** ESF 4 shall function under the direction and control of the Public Safety Branch of the SEOC Operations Chief (**See Organizational Chart in SEOP Base Plan**).
2. **Field Operations:** ESF 4 may serve in Field Operations for deployment or standby status. As activation of these activities usually occurs early in an event, its activation sequence should be prepared in the first hours of an event.
3. **Federal Resources:** When ESF 4 anticipates or has a need for resources not otherwise available, action will be taken to secure such resources through the *National Response Framework* (NRF) or some other federal source. This request should be coordinated through the SEOC Operations Chief and Logistics Chief, as required.
4. **Contracts and Contractors:** Resources that are available through ESF 4 may be obtained through a contractor. State of NH contracts or private sector contracts should be facilitated through Logistics and ESF 7 – Resource Support.

Notification

1. HSEM will notify the Lead Agency points of contact when there is, or will be an SEOC activation requiring ESF 4 representation.
2. The Lead Agency will then notify the Support Agencies and determine coverage for the ESF 4 desk in the SEOC.
3. ESF 4 agencies will make notifications to their appropriate regions, districts, local offices, etc.
4. The above notification process will be utilized for all phases of activation and activities in which the ESF 4 will be involved.



Event Reporting

1. WebEOC will be utilized, to provide continuous situational awareness.
2. Position logs should be maintained by each ESF agency in sufficient detail to provide information on activities taken during the event.
3. Agencies are also expected to keep their lead agency updated upon all activities and actions.
4. The lead agency will be responsible for making periodic reports to the Operations Section Chief on activities taken by the ESF during the event and assure the actions are properly documented.
5. Lead and support agencies must maintain financial records of all activities and costs during the event. The records will be turned into the lead agency when requested.

ESF Actions

Prevention/Preparedness Actions

1. Maintain situational awareness through, coordination with ESF 4 support agencies, for current inventories of personnel, supplies, and equipment.
2. Establish and maintain liaisons with the federal and border state firefighting officials.
3. Participate in state exercises or conduct an exercise to validate this Annex and supporting SOPs.
4. Support the Emergency Management Assistance Compact (EMAC) and International Emergency Management Assistance Compact (IEMAC), including training of ESF on EMAC/IEMAC responsibilities and pre-identification of assets, needs, and resources that may be allocated to support other states/provinces.
5. Annually review the U.S. Department of Homeland Security Core Capabilities and integrating tasks as appropriate.
6. Integrate NIMS principles in all aspects of planning for ESF 4.
7. Maintain notification systems to support emergency/disaster response.
8. Maintain a system to recognize credentials of associated agencies/personnel.
9. Develop and maintain a database of location and contact information for personnel and resources relative to firefighting response. (NH Statewide Fire and All Hazards Mobilization Plan).

Response Actions

1. Assign and schedule sufficient personnel to cover an SEOC activation for an extended period.
2. Provide information and status on firefighting efforts to SEOC Operations via WebEOC.
3. Provide updates and briefings for personnel reporting for ESF 4 duty.
4. Notify ESF 4 counterparts in the threatened or impacted areas.
5. Generate information to be included in SEOC briefings, situation reports, and/or action plans.



6. Evaluate and respond to ESF 4 mission/task requests, including providing available resources, equipment, and personnel for fulfilling ESF missions. Maintain situational awareness of resources committed to an incident.
7. Consult incident-specific annexes for specialized actions.
8. Support requests and directives resulting from a Governor’s State of Emergency Declaration and/or Presidential Disaster Declaration.
9. After reviewing reports, gathering and analyzing information, and consulting with appropriate agencies, determine and provide the necessary level of assistance.
10. Support fire investigations and inspections, as requested.
11. Mobilize and pre-position response resources, when it is apparent that state firefighting resources will be required.
12. Monitor forested areas for signs of wildland fires, as needed.
13. During periods of high fire danger, coordinate resources to support fire patrols and surveillance of forested areas.
14. Prepare for the arrival of and coordinate with FEMA ESF 4, as appropriate.
15. Prepare damage assessment documents to be submitted to HSEM and other appropriate ESFs/agencies.
16. Evaluate probability and time of the recovery phase for the event. Continue development of an “After-Action Report” for ESF 4.

17. Radiological Emergency Preparedness Actions

Refer to the ESF 4 section of the *NH Radiological Emergency Response for Nuclear Facilities Incident Annex, Attachment A – Implementing Procedures for State Agencies*.

Recovery Actions

1. Maintain information and status of firefighting activities to SEOC Operations via WebEOC.
2. Continue to coordinate activities and requests with partner ESFs.
3. Prepare for arrival of and coordinate with federal firefighting personnel, as appropriate.
4. Generate information to be included in SEOC briefings, situation reports, and/or action plans.
5. Ensure ESF 4 lead and support agencies document event-related costs for any potential reimbursement.

Mitigation Actions

1. Provide input to the State Hazard Mitigation Plan, as needed.
2. Support and plan for mitigation measures including monitoring and updating mitigation actions in the State Hazard Mitigation Plan.
3. Support requests and directives from the Governor and/or FEMA concerning mitigation and/or redevelopment activities.

Responsibilities

General

1. Agencies will provide Subject Matter Experts (SME's) to support ESF 4 in the SEOC.
2. Agencies will maintain inventories/databases, status of availability, and procedures to obtain access to and use of their firefighting trained personnel, equipment, and other resources.
3. Participate in the evaluation and mission assignment of ESF 4 resource requests submitted to the SEOC including resources that are available through mutual aid agreements, compacts, contracts, etc.

Agency Specific

Lead Agency

NH Department of Safety, Division of Fire Safety, Office of the State Fire Marshal (FMO)

1. Identify, train, and assign personnel to staff ESF 4 in the SEOC.
2. Notify all ESF 4 supporting agencies upon activation.
3. In accordance with the NH Statewide Fire and All Hazards Mobilization Plan, maintain database of fire service facilities, equipment, and qualified personnel throughout the state.
4. Coordinate implementation of the New Hampshire Statewide Fire and All Hazards Mobilization Plan.
5. Maintain situational awareness of fire service operations and provide updates to SEOC.
6. Monitor weather conditions that contribute to increased fire danger.
7. Support local fire departments with appropriate resources to include mobilizing and deploying firefighting teams and resources as needed.
8. Provide appropriate fire, explosion, carbon monoxide exposure (other than from a motor vehicle), and building collapse investigations after an event resulting in death or serious injury. Arranging/coordinating prosecution efforts for any responsible parties through the FMO.
9. Conduct public education and outreach on fire prevention and safety.

Support Agencies

1. **NH Department of Natural and Cultural Resources – Division of Forests and Land (DFL)**
 - a. Maintain inventories of forestry-related fire facilities, equipment, and personnel throughout the state.
 - b. Monitor and provide fire weather and danger forecasts to all wildfire suppression forces.
 - c. Conduct statewide wildfire prevention to include public wildfire information and education activities. During incident, coordinating with Incident PIO and/or JIC.
 - d. Conduct impact evaluation of burned area, with regard to need for debris management and reforestation.



- e. If required/requested, coordinate the evaluation of wildlife habitat and watershed damage with responsible agencies.
- f. Conduct origin and cause determination on wildland fires and cooperate with support agencies to prosecute wildland arson.
- g. Provide incident management teams, as requested.

Coordination with Other Emergency Support Functions

ESF 4 will coordinate with other ESFs through the SEOC by:

- 1. Notifying organizations of available resources.
- 2. Providing availability of subject matter experts for specialized requests.
- 3. Notifying ESFs and support agencies of any pertinent information that may affect their ability to carry out missions/tasks.

Mutual Aid

Lead and Support Agencies will maintain up-to-date Memorandums of Understanding (MOU), Letters of Agreement (LOA), etc. with other agencies, regions, states, or countries, as appropriate.

Each agency is responsible for keeping these documents updated and with appropriate points of contact. Support agencies should keep the lead agency informed of any such agreements which may impact resources or capabilities during an emergency incident.

The State of New Hampshire also maintains agreements and mutual aid compacts on behalf of various organizations. These may be activated, as the situation warrants.

Attachments

Plans/Procedures, Etc.

- 1. New Hampshire Statewide Fire and All Hazards Mobilization Plan
- 2. Lead and support agency plans and procedures maintained individually

Listings/Maps

- 1. Fire Mutual Aid District Maps
- 2. Fire Dispatch Centers Map
- 3. FMO Region Maps
- 4. Forest Ranger District Map
- 5. Forest Fire Lookout Towers Map
- 6. Forest Fire Communication Tower Location Map

Mutual Aid Agreements

- 1. FMO Catalogue

Record of Update

Date	Title and Agency of ESF Lead Approving Update