

## **PROCEDURE NO. 008E.1: Resource Ordering – Movement of CAL FIRE Fixed Wing Aircraft Going on Contract** (July 2010)

Sacramento Command Center coordinates all CAL FIRE aircraft going on contract. All on-contract CAL FIRE fixed wing aircraft are controlled by Sacramento CC until they arrive at their destination base.

### **Responsibilities and Action**

#### **Sacramento CC**

1. Receive request from AMU for specific aircraft going on contract
2. Create a request in the resource ordering system of record with resource remarks attached.
3. Fill requests from direction of AMU for specific on contract aircraft flight.
4. Initiate Automated Flight Following (AFF) procedures (See [HB8100p008b Flight Following Requirements](#)).

#### **Region CC**

1. Relay AFF information as needed.

#### **Unit ECC**

1. Receive information described above.
2. Follow Automated Flight Following (AFF) procedures (See [HB8100p008b Flight Following Requirements](#)).
3. Notify affected air base.
4. As aircraft come on contract, coordinate with Sacramento CC to move aircraft control in resource ordering system of record from Sacramento CC to the Unit.
5. After the aircraft arrives at its destination, complete the processing of aircraft in resource ordering system of record (assign the provider, set available and change assigned base to Unit base).

## **Sacramento CC**

1. After the on-contract aircraft arrives at assigned air base, process the aircraft in the resource ordering system of record (release, in quarters, and available).
2. Coordinate with the Unit ECC to move aircraft control in resource ordering system of record.

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