

8100 PROCEDURE 343

Resource Ordering - InciNet System Kit

(No.61 June 2015)

[\(See InciNet on the CAL FIRE Intranet for more information\)](#)

InciNet is a complete mobile computer network system, typically set up at an incident command base, and used to track and manage resources (equipment, crews, and overhead) in emergency situations. It is comprised of both a wired and wireless broadband computer network and a software application, used to automate and link the five sections of the Incident Command System (ICS). By linking these sections and their related management activities, information is easier to obtain, validate, and utilize, which fosters efficient and cost effective use of our resources.

InciNet is deployed as a system and may be ordered at any point during an incident. Incident Management Team (IMT) activation is not required to order an InciNet kit. An InciNet kit requires both hardware and staffing. The hardware is available configured in two different methods: (1) Palletized InciNet Kit or (2) Trailer mounted InciNet Kit. In most cases, the closest available system is sent to assure rapid implementation. The trailer mounted InciNet Kit includes a Broadband Internet Satellite Receiver which is beneficial to incidents in remote areas.

InciNet Kits are located at:

- North Zone Cache –Redding (Two palletized InciNet Kits)
- AMU Warehouse - Sacramento (One palletized InciNet Kit)
- California Fire Academy – Lone (One trailer mounted InciNet Kit)
- San Bernardino Unit – Prado (One trailer mounted InciNet Kit)
- Southern California Operations – Riverside (One palletized InciNet Kit)

A palletized InciNet Kit consists of two pallets (40" x 48" weighing 1000 lbs). A long bed pickup or stake side vehicle can transport these pallets.

A trailer mounted InciNet Kit consists of a sixteen foot enclosed Wells Cargo dual axle trailer that weighs less than 6,000 lbs. A minimum $\frac{3}{4}$ ton vehicle with electric trailer brake controls is required to tow the trailer.

Responsibilities and Action

Any CC

1. Generate the request for a Kit, InciNet (palletized) or Kit, InciNet (trailer) in the resource ordering system of record.
 - a. Justification shall be documented on the request, in the special needs section of the resource ordering system of record, when ordering the InciNet Trailer in place of the palletized InciNet Kit.

2. Place the request for the InciNet System Kit to Region OCC.
3. Fill or place requests for the following overhead:
 - a. If overhead personnel assigned to the incident are InciNet qualified and able to perform the function for one of the positions below, additional overhead is not needed.
 - b. If an IMT has been ordered, reconcile the below overhead with the IMT supplemental order prior to placing requests below.
 - i. Two (2) InciNet System Administrators (INCA)
 - ii. One (1) InciNet Resource Unit Leader, State Only (RESI)
 - iii. One (1) InciNet Support Dispatcher, State Only (EDSI)
 - iv. One (1) InciNet Ordering Manager, State Only (ORDI)
 - v. Two (2) InciNet Status Check-in Recorder, State Only (SCKI)
4. Notify Unit Duty Chief that InciNet has been ordered.

Region OCC

1. Receive the request in the resource ordering system of record.
2. Process requests for closest InciNet Kit.
3. Process overhead requests following [HB 8100p370 - Resource Ordering – Overhead.](#)
 - INCA requests shall be placed to Sac CC

Any CC

1. Upon receipt of a resource request, attempt to fill locally
2. If unable to fill (UTF), document the reason in the resource ordering system of record.

Sacramento CC

1. Advise Department Duty Chief and InciNet Project Manager of InciNet deployment.
2. Process the requests for InciNet System Administrators (INCA).

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