

8100 PROCEDURE 375

Resource Ordering - Contract County Orders for CAL FIRE Agency Representative

(May 2009)

[\(See Policy 8544 – Contract Counties Incident Operations\)](#)

Fires on SRA within Contract Counties are eligible for Emergency Fund expenditures. As such, it is vitally important a CAL FIRE Agency Representative respond any time an incident escalates beyond the initial Attack phase and e-fund expenditures are eminent.

Responsibilities and Action

Contract Counties

1. Notify Region OCC of escalating SRA incident.
2. Enter the request for a CAL FIRE Agency Representative (AREP) in the resource ordering system of record and place to the Region OCC.

Region OCC

1. Receive request for an AREP.
2. Region OCC Duty Chief will act as CAL FIRE AREP until request is filled.
3. Place request for a CAL FIRE AREP with the responsible Administrative CAL FIRE Unit.
4. If unable to fill request from the responsible Administrative CAL FIRE Unit, attempt to fill the request using the closest resource concept, including placing the request with the other Region OCC or other appropriate source (i.e. Sacramento CC).

Any CC

1. Upon Receipt of a resource request, attempt to fill.

If unable to fill all or part of request, enter into the resource ordering system of record the following information:

- Resource/Radio identifier or person's name.
- Estimated time of departure.
- Route of travel, if applicable.
- Cellular telephone number for strike team leader or individual resource, if available.

2. If CCs are unable to fill, documentation should be added to the resource ordering system of record explaining the reason for the UTF then return the request (UTF) to the Region OCC.

[\(Next Procedure\)](#)

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[\(Forms or Forms Samples\)](#)