

RESOURCES FOR NON-EMERGENCY INCIDENT/EVENT 8136 (No.33 April 2014)

Non-emergency incidents and events include, but are not limited to, sustained law enforcement operations, equal employment opportunity investigations, vegetation management program activities, training, fire prevention, funerals (per [Policy 1039 Funeral/Memorial Service Policy](#)), and Department approved honor guard and public events.

It is the responsibility of the organizer or Incident Commander (IC) to:

1. Contact resource providers (cooperating agency or CAL FIRE Unit).
2. Provide all necessary event information and confirm availability.
3. Provide fill information to the host Command Center once resources have been confirmed.
4. Notify the host Command Center when resources are released.

Command Centers are only responsible for tracking resources secured by the organizer or IC in the resource ordering system of record.

The use of aviation resources for non-emergency incidents/events requires additional approval. Events not identified in CAL FIRE Handbook [section 8314.2 Approved Uses of Aircraft](#), shall follow procedure [HB8100p408 – Aircraft Use Authorization for Non-Emergency/Event](#).

CAL FIRE Academy Training

Students, Adjunct Instructors, Technical Subject Specialists (TSS), and unstaffed CAL FIRE Unit equipment used for Academy training shall be tracked by the Academy.

Sacramento Command Center (Sac CC) shall only track CAL FIRE Unit equipment **staffed** with Unit personnel for the duration of the training and overhead filling ICS positions.

The Academy shall:

1. Coordinate resource requests with the Region Training Chiefs.
2. Obtain fill information.
3. Provide fill information to Sac CC once resources have been confirmed.
4. Notify the Sac CC when resources are released and provide travel information.

The Sacramento Command Center is only responsible for tracking resources already secured by the Academy in the resource ordering system of record.

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