

Resource Extension Request Form

April 2024

A.) RESOURCE and INCIDENT INFORMATION:

Resource Name: _____ Home Dispatch or Home Unit ID: _____

Incident Name: _____ Incident #: _____ Request #: _____

Position on Incident: _____

Home Unit Supervisor: _____ Email: _____ Fax #: _____

B.) REQUESTED BY:

Incident Supervisor: _____ Incident Position: _____

C.) EXTENSION INFORMATION:

Prior to any extension, consider the health, readiness and capability of the resource. The health and safety of incident personnel and resources will not be compromised under any circumstances.

Length of Extension: _____ Last Workday: _____

Justification (Select from the List Below):

Life and Property are imminently threatened,

Suppression objectives are close to being met, or

Replacement resources are unavailable or have not yet arrived

Explanation for Extension:

D.) APPROVED BY:

1) Incident Commander or Deputy: _____ Email: _____

2) Resource or Resource Supervisor: _____ Email: _____

3) Host GACC (excluding single-resource Overhead): _____ Email: _____

4) Home Unit Supervisor: _____ Email: _____

5) Sending GACC (excluding single-resource Overhead): _____ Email: _____

6) NICC (only if National Resource): _____ Email: _____

Return to: _____ Email/Fax: _____

Resource Extension Request Form Instructions

Block A. is to be filled out by the Resource.

Note: If resource is a Team, Hand Crew, Module or an Engine Crew; only complete one request form. Provide the Operational Resource Name, i.e. Smokey Bear T1 IMT, Smokey Bear T2IA Crew, Smokey Bear Suppression Module, Smokey Bear T4 Engine 741; for Resource Name. Provide Parent Request# only.

Blocks B. & C. are to be filled out by the Incident Supervisor.

Block D.:

If Resource is a National Resource (excluding Aircraft, Type 1 Interagency Hotshot Crew and National Contracted Resources), 1, 3, 5, and 6 signatures are required in order. Example of National Resources: Complex Incident Management Teams (CIMT), Area Command Teams, National Incident Management Organization (NIMO), and National Buying Teams.

If Resource is a Type 1 Interagency Hotshot Crew, 1 – 6 signatures are required in order.

If Resource is not a National Resource (excluding single-resource Overhead, Aircraft, Type 1 Interagency Hotshot Crew and National Contracted Resources), 1 – 5 signatures are required in order.

If Resource is single-resource Overhead, 1, 2 and 4 signatures are required in order.