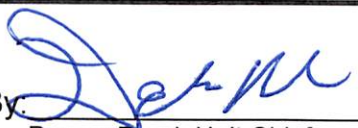


**CAL FIRE Butte Unit**  
Policies and Procedures



Approved By:   
Darren Read, Unit Chief

Approval Date: **June 9, 2016**

Subject: **8100 Command & Control**  
Specific Subject: **8130.045 Lookout Staffing & Radio Usage**

Original Policy Date: **January 2010**  
Revision Date: **April 2016**

**POLICY:**

CAL FIRE lookouts reporting smokes to the Oroville ECC via radio will use a standard format.

**PROCEDURE:**

To promote standardization and give the ECC an indication of the type of information the lookout will be reporting, the following procedures apply to routine and emergency radio usage by lookouts:

Morning Report/Staffing:

After morning report the ECC will contact the staffed lookouts from north to south in the unit for personnel status and current weather. For Example: "Oroville, Bloomer, Smith on, visibility 20 miles, winds NE at 5, KMB453".

Reporting suspected illegal debris/control burns:

If a lookout locates a smoke and has reason to believe the smoke is an illegal control burn rather than an actual wildfire, he/she will call the ECC and say "Smoke Report". Example: "Oroville, Bald Mt., Smoke Report".

Reporting suspected vegetation or other fires:

If a lookout locates a smoke and has reason to believe the smoke is a wildfire, he/she will call the ECC and say "New Incident" and provide a general geographical area if known. Example: "Oroville, Sawmill, New Incident, Doe Mill Ridge".

After establishing contact with the ECC, the report will be given in the following order:

1. Reading in whole degrees or 30 minute intervals. (15 minute breakdown is not required).
2. Estimated mileage.
3. Geographical location. For example, "Doe Mill Ridge near of Santos Ranch"
4. A short description of the smoke which should include color and speed of build. For example, "Building white smoke", "Up and Down smoke, appears to be an illegal debris burn", "Dark smoke, with building white, appears to be in the vegetation", etc.

Once a lookout reports a smoke a neighboring lookout should provide a cross. That information should be provided to the ECC using a simple phrase, "Oroville, Bald Mtn., cross on Sawmills smoke 268 degrees 14 miles". It is not necessary for additional (3<sup>rd</sup>/4<sup>th</sup>) lookouts to provide a cross unless asked by the ECC.

After the ECC dispatches the incident the reporting lookouts should provide intelligence when conditions change significantly.

1. Provide additional intel if appropriate, structure or vehicle that has spread to wildland.
2. Smoke column with a rapid build
3. Smoke column laying over due to wind

Lookouts will report to the ECC any of the following conditions:

1. A significant change in visibility.
2. Lightning activity.
3. A significant increase or decrease in wind speed or a change in wind direction

A copy of this policy will be posted in all Lookouts.