



# Wood Buffalo Complex

## Incident Action Plan

**October 8, 2023**  
**0700 h - 1930 h**

- All spatial (GIS) data to: [melissa.beaujot@pc.gc.ca](mailto:melissa.beaujot@pc.gc.ca)
- ALBERTA - timesheets to: [wf.mwf0432023@fsc.i@gov.ab.ca](mailto:wf.mwf0432023@fsc.i@gov.ab.ca)
- All safety briefing and cargo manifest to: [wf.mwf0432023-aobd.i@gov.ab.ca](mailto:wf.mwf0432023-aobd.i@gov.ab.ca)
- Media and public inquiries to: Alyssa Etsell @ [867-621-0764](tel:867-621-0764) or [wbnpfire-feupnwb@pc.gc.ca](mailto:wbnpfire-feupnwb@pc.gc.ca)

You are working on the traditional territories of Smith's Landing First Nation, Salt River First Nation, and the Fort Smith Métis.

The lands which now make up Wood Buffalo National Park have been home to Dene, Cree, and Métis Peoples since time immemorial.



### Meals:

**Breakfast from 0545 - 0800**

**Dinner from 1800 - 2000**

Access the Google Drive via QR code:

Submit photos, find maps, incident action plans (IAPs), SWPs and more!



**Text photos, win prizes!**

- 867-621-0764
- [wbnpfire-feupnwb@pc.gc.ca](mailto:wbnpfire-feupnwb@pc.gc.ca)
- @wbnpfireinfo on Snapchat



# ICS Form 202

INCIDENT OBJECTIVES	1. INCIDENT NAME	2. DATE	3. TIME
4. OPERATIONAL PERIOD (Date/Time)			
5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives)			
6. WEATHER FORECAST			
7. GENERAL SAFETY MESSAGE			
8. ATTACHMENTS (Check if attached)			
<input type="checkbox"/> Organization List (ICS 203)	<input type="checkbox"/> Medical Plan (ICS 206)	<input type="checkbox"/> _____	
<input type="checkbox"/> Assignment List (ICS 204)	<input type="checkbox"/> Incident Map	<input type="checkbox"/> _____	
<input type="checkbox"/> Communications Plan (ICS 205)	<input type="checkbox"/> Traffic Plan	<input type="checkbox"/> _____	
9. PREPARED BY (Planning Section Chief)	10. APPROVED BY (Incident Commander)		



# FIRE BEHAVIOUR FORECAST

Incident Name: Wood Buffalo Complex

Prediction For: October 8, 2023

Forest Area: NWT, AB, Wood Buffalo NP

Operational Period: 0700-1930

Forecast Issued: October 7, 1600hrs

Signed: Hilary Cameron (PSC)

## Weather Summary:

### Warm but Windy!

We are under a high pressure ridge which is giving us warm, mainly sunny, and windy weather. Winds will be SE20G40 in the morning shifting to S25G45 around 1200. The warm, windy weather will be here for a couple days. Overnight inversion expected to break down near 11AM.

Max temp: 18, Low RH: 49%, Wind: SE 20G40 shifting to S25G45 around 1200

## Fire Behaviour – General:

Station	Date	T	RH	WD	WS	RN24	FFMC	DMC	DC	ISI	BUI	FWI
Fort Smith	Oct 7 (A)	6.1	85	S	4.7	1.0	29.3	55	1040	0	97	0.0
Fort Smith	<b>Oct 8</b>	<b>15.0</b>	<b>56</b>	<b>S</b>	<b>25</b>	<b>0</b>	<b>66.1</b>	<b>56</b>	<b>1043</b>	<b>2</b>	<b>98</b>	<b>9.1</b>
Fort Smith	Oct 9	13.0	62	SE	17	0	77.7	57	1046	2	100	10.1
Fort Smith	Oct 10	15.0	56	SE	18	0	83.3	58	1049	4	101	17.1

1300 weather values

A = Actual F = Forecast

## Fire Behaviour – Specific:

Fuel Type	HROS/FROS (m/min)	Head/Flank IC	Head/Flank Fire Type
C-2 Boreal Spruce	2	3	Intermittent Crowning <50% CFB
C-3 Mature Pine	< 1	2	Surface
C-4 Immature Pine	2	3	Surface
M-1 (50% Conifer)	< 1	3	Surface
O1b (75%Cured)	1	2	Surface
S2 Slash (old burn)	< 1	4	Surface

**Safety Implications:** *Ensure all safety zones and escape routes are adequate for observed fire behaviour.*

Fire activity will pick up today with the wind. Watch for complacency after a few days of low fire behaviour.

Fire Safety Briefing For:

Based On:

Plan Date: \_\_\_\_\_

Forecast Zone	Max Temp	Low RH %	Crossover	Wind	Precipitation	Lightning	Trend

Fire Weather:

Weather Station ID	Weather Station Name	FFMC	DMC	DC	ISI	BUI	FWI

Weather Station ID/Name	Intensity Class				ROS m/min				Fire Type Surface - S, Int Crown - IC, Continuous Crown - C				Fire Size in 60 Min (in Hectares) Starting at 1700			
	% Cured or % Conifer															
FBP Fuel Type																

Fire Behaviour:

Prepared By:

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Position)

**Proceed to Site-Specific Hazard Assessment**

Fire Safety Briefing For: \_\_\_\_\_

Based On: \_\_\_\_\_

Plan Date: \_\_\_\_\_

**Wildfire Task/Site-Specific Hazard Assessment**

This section is to be completed for crews/individuals at the field level to address task or site-specific hazards. For work tasks not related to wildfire, or for working alone situations, a FP-148 form is required.

<b>REQUIRED JOB-TASKS *</b> <small>List required job tasks for the day, include powered or mobile equipment to be used.</small>	
<b>POTENTIAL HAZARDS *</b> <small>List reasonably foreseeable hazards including those related to people, equipment, materials, environment.</small>	
<b>HAZARD CONTROLS *</b> <small>Identify hazard controls used to manage identified hazards. May reference applicable FHA(s).</small>	
Key Messages and Additional Comments:	First Aid Equip. Inspected                      PPE Inspected                      LACES Discussed

**Resources Briefed** (Identify crew numbers and dozer numbers; list people to whom this was presented.) \*

Delivered By: \_\_\_\_\_

(Name)

(Position)

\* Required fields need values before this is available.

**Fire Weather Index Codes - Hazard Levels**

Hazard Rating	FFMC	DMC	DC	ISI	BUI	FWI
Low	0-76	<22	0-79	<1.5	0-24	0-4
Moderate	77-84	22-27	80-189	1.5-4.0	25-40	5-10
High	85-88	28-40	190-299	4.1-8.0	41-60	11-18
Very High	89-91	41-61	300-424	8.1-15.0	61-89	19-29
Extreme	92+	61+	425+	>15	90+	30+

**Fire Weather Index Reminders**

<b>FFMC</b>
<74 - little chance of ignition 80 - surface fire continuous spread 85 - increase in fire behaviour 90 - high chance of spot fire development
<b>DMC</b>
20 - lightning fires possible 40 - fuel layer aids in spreading, fire behaviour increased 60 - onset for extreme fire behaviour
<b>DC</b>
<100 - very wet 300 - high chance of holder fire, mop-up concerns 500 - significant ground fire activity
<b>ISI</b>
5 - vigorous surface fire (will vary between fuel types) 10 - threshold for crowning in most conifer fuel types 20 - extreme fire behaviour
<b>BUI</b>
<30 - low intensity surface litter fires 30 - deeper fuels can burn, increase in fire behaviour 60 - threshold for extreme fire behaviour, mop-up problems
<b>FWI</b>
3 - sustained combustion and fire growth 10 - vigorous surface fire, candling/torching 25-30 onset of crowning, extreme fire behaviour

HFI CLASS 1	HFI CLASS 2	HFI CLASS 3
Fire starts not likely to sustain themselves. Control easily achieved.  HFI: <10 kw/m, Surface Flame Length: <0.2 m <b>Direct Attack</b>	Fuels are receptive to sustain ignition. Creeping fire fairly easy to control.  HFI: 10 – 500 kw/m, Surface Flame Length: 0.2 to 1.5 m <b>Direct Attack</b>	Highly vigorous surface fire. Intermittent crowning.  Ground forces effective at lower end Heavy equipment and aircraft effective HFI: 500 – 2000 kw/m Surface Flame Length: 1.5 to 2.5 m <b>Direct Attack</b>  <b>SHOULD USE ANCHOR POINTS</b>
Burning conditions become critical. Intermittent crowning, short range spotting.  HFI: 2000 – 4000 kw/m Surface Flame Length: 2.5 to 3.5 m <b>Parallel or Indirect Attack</b>  <b>MUST ANCHOR</b>	Intermittent and sustained crown fire. Control is extremely difficult. Short to moderate range spotting.  HFI: 4000 – 10,000 kw/m Surface Flame Length: 3.5 to 5.5 m <b>Suppression Flanks and Back</b> <b>Co-ordinated Ground &amp; Air Tactics</b>  <b>MUST ANCHOR</b>	Extreme fire behaviour, serious control problems, sustained crown fire. Mid to long range spotting.  HFI: >10,000 kw/m Surface Flame Length: >5.5 m <b>Suppression Flanks and Back</b> <b>Co-ordinated Ground &amp; Air Tactics</b>  <b>MUST ANCHOR</b>







# Assignment List (ICS 204)

1. BRANCH _____	2. DIVISION/GROUP/STAGING _____
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3. INCIDENT NAME _____	4. OPERATIONAL PERIOD From: Date _____ Time _____ To: Date _____ Time _____
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**5. OPERATIONAL PERSONNEL**

Operations Chief \_\_\_\_\_ Division/ Group Supervisor \_\_\_\_\_

Branch Director \_\_\_\_\_ Staging Area Manager \_\_\_\_\_

**6. RESOURCES ASSIGNED TO THIS PERIOD**

Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. etc.	LDOL	Reporting Location, Special Equipment and Supplies, Remarks

**7. WORK ASSIGNMENTS**

**8. SPECIAL INSTRUCTIONS**

**9. DIVISION/GROUP COMMUNICATIONS SUMMARY**

Function		Frequencies	System	Chan.	Function		Frequencies	System	Chan.	
Command	Local				Logistics	Local				
	Repeat					Repeat				
Div./Group Tactical					Ground to Air					
PREPARED BY (Resource Unit Leader)					APPROVED BY (Planning Section Chief)				Date	Time
Signature					Signature _____					



# ICS Form 204

1. BRANCH		2. DIVISION/GROUP			ASSIGNMENT LIST ICS 204					
3. INCIDENT NAME				4. OPERATIONAL PERIOD Date _____ Time _____						
5. OPERATIONAL PERSONNEL Operations Chief _____ Division/Group Supervisor _____ Branch Director _____										
6. RESOURCES ASSIGNED TO THIS PERIOD										
Resource Identifier		Leader	No. of Persons	Contact Cell #, radio freq. etc.	Reporting Location, Special Equipment and Supplies, Remarks					
7. WORK ASSIGNMENTS										
8. SPECIAL INSTRUCTIONS										
9. DIVISION/GROUP COMMUNICATIONS SUMMARY										
Function		Freq.	System	Chan.	Function		Freq.	System	Chan.	
Command	Local				Command	Local				
	Repeat					Repeat				
Div./Group Tactical					Ground to Air					
PREPARED BY (Resource Unit Leader)				APPROVED BY (Planning Section Chief)				Date	Time	





## Safety Message/Plan (ICS 208)

1. INCIDENT NAME

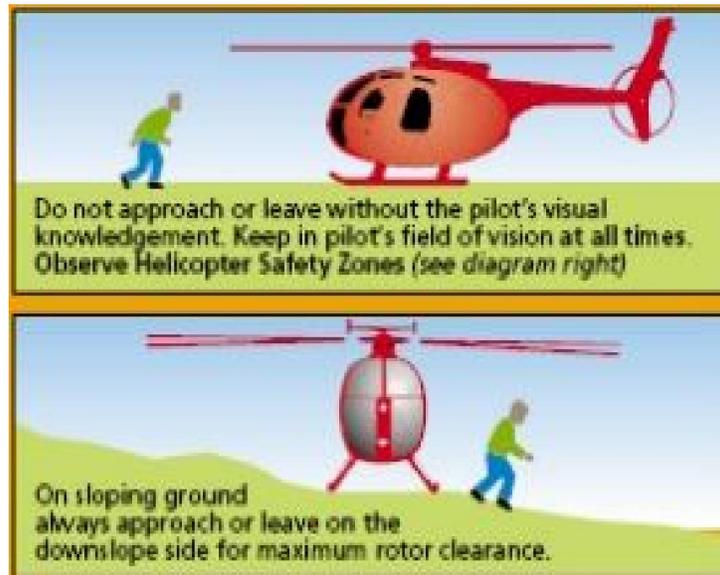
2. OPERATIONAL PERIOD: Date from:

Date to:

Time from:

Time to:

3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:



4. SITE SAFETY PLAN REQUIRED? Yes No

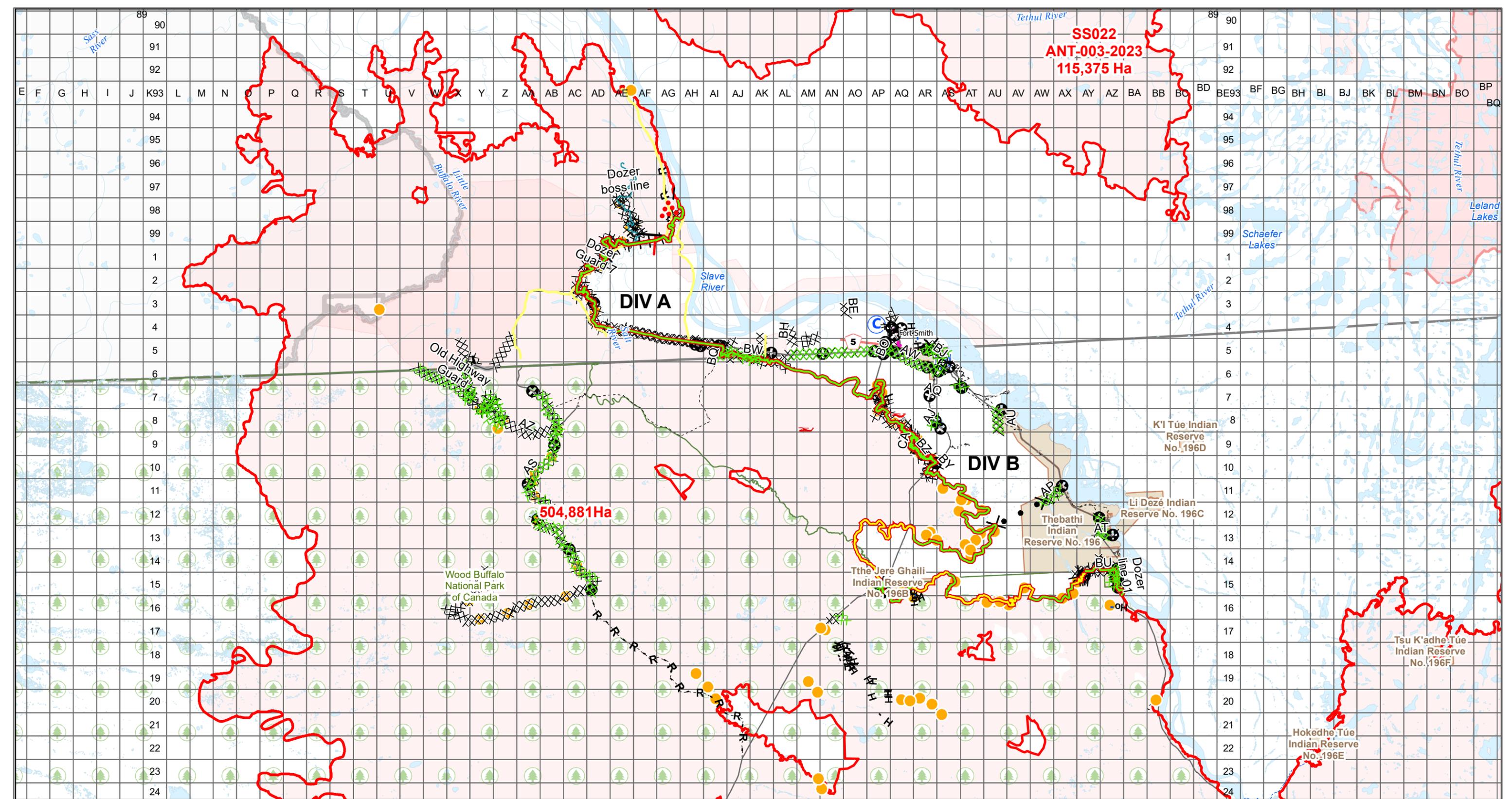
Approved Site Safety Plan(s) Located At:

IAP Page

5. PREPARED BY (Name and Position)

Date/Time:

ICS 208



**Wood Buffalo Complex**  
**IAP**  
 October 08, 2023

**Magnetic declination 14.3**

MNZ-3  
 Capture Date: 2023-October-03 0730hrs  
 Perimeter: 1072.7 km  
 Area: 504881.3 Ha  
 Completed Dozer Line = 265.7 km  
 Completed Hand Line = 22.9 km  
 Hose Lay = 11.6 km  
 Controlled Line = 134.3 km  
 Contained Line = 34.1 km

- |                           |                      |                        |                           |                               |
|---------------------------|----------------------|------------------------|---------------------------|-------------------------------|
| MNZ003 DGuard Reclamation | Completed Burnout    | Proposed Dozer Line    | Incident Command Post     | Alberta Boundary ATS v4.1     |
| Controlled Line           | Completed Dozer Line | Road Repair            | PerimeterSector           | Fire Polygon (MNZ-003)        |
| Access or Improved Road   | Completed Hand Line  | Road as Completed Line | Abandoned Helipoint Event | Indian Reserve BC   NT   Sask |
| Active Burnout            | Hose Lay             | Unknown                | Major Tower               |                               |
| Aerial Ignition           | Other                | Camp                   | Rivers                    |                               |
| Air Tanker Retardant      | Proposed Burnout     | Helipad                | Lakes                     |                               |
|                           |                      |                        | Parks and Protected Area  |                               |
|                           |                      |                        | First Nations             |                               |

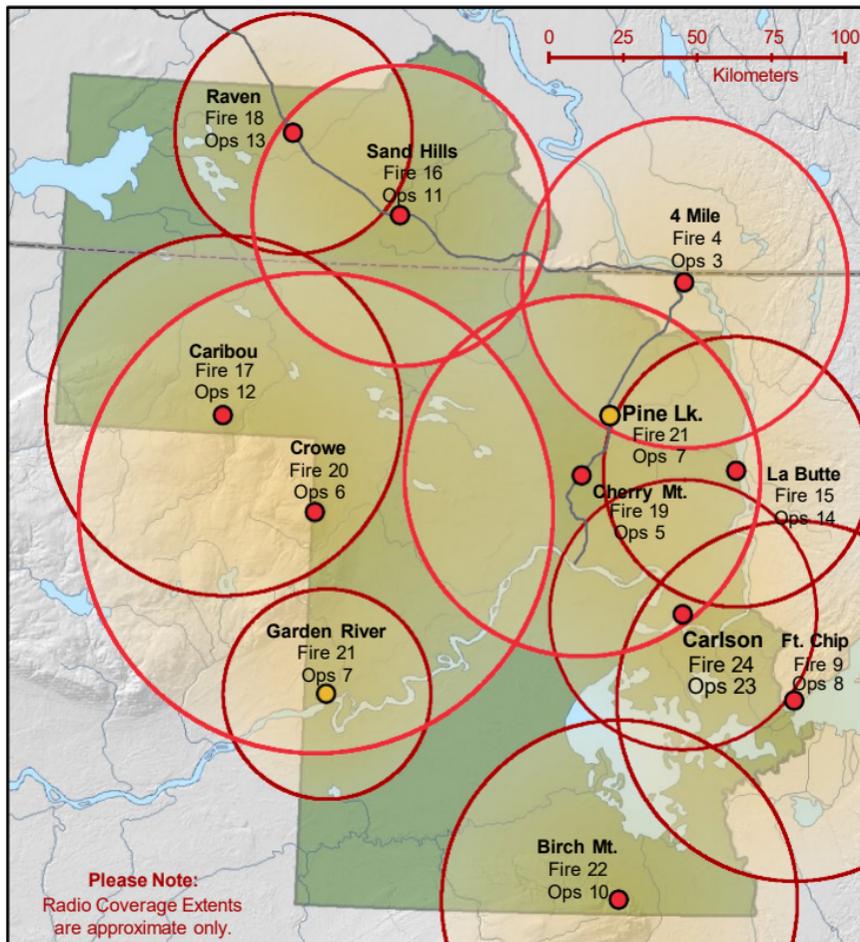
# Wood Buffalo National Park Radio Network

## FIRE CHANNELS

Name	Channel	Rx Freq	Tx Freq	Tone
4 Mile - Fire	4	164.940	169.920	203.5
Ft. Chip	9	165.870	170.850	203.5
La Butte	15	164.355	169.335	203.5
<b>Sandhills</b>	<b>16</b>	<b>163.830</b>	<b>168.810</b>	<b>203.5</b>
Caribou	17	165.690	170.670	203.5
Raven	18	165.030	170.010	203.5
<b>Cherry Mt.</b>	<b>19</b>	<b>165.015</b>	<b>169.995</b>	<b>203.5</b>
<b>Crowe</b>	<b>20</b>	<b>164.880</b>	<b>169.860</b>	<b>203.5</b>
<b>Garden R. / Pine Lake</b>	<b>21</b>	<b>164.340</b>	<b>169.320</b>	<b>203.5</b>
Birch Mt.	22	165.750	170.730	203.5
Carlson	24	166.950	169.950	203.5
Portable Rptr.	25	163.785	169.935	203.5

## OPS CHANNELS

Name	Channel	Rx Freq	Tx Freq	Tone
4 Mile - Ops	3	163.485	168.465	203.5
<b>Cherry Mt.</b>	<b>5</b>	<b>162.300</b>	<b>167.280</b>	<b>203.5</b>
Crowe	6	163.170	168.150	203.5
<b>Garden R. / Pine Lake</b>	<b>7</b>	<b>162.120</b>	<b>167.100</b>	<b>203.5</b>
Ft. Chip - Ops	8	163.275	168.255	203.5
Birch Mt.	10	162.990	167.970	203.5
<b>Sandhills</b>	<b>11</b>	<b>162.360</b>	<b>167.340</b>	<b>203.5</b>
Caribou	12	164.235	169.215	203.5
Raven	13	163.575	168.555	203.5
La Butte	14	162.810	167.790	203.5
<b>Carlson</b>	<b>23</b>	<b>166.470</b>	<b>169.470</b>	<b>203.5</b>







## Medical Plan (ICS 206)

MEDICAL PLAN	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED	4. OPERATIONAL PERIOD						
<b>5. INCIDENT MEDICAL AID STATION</b>										
Medical Aid Stations		Location			Paramedics					
					Yes	No				
<b>6. TRANSPORTATION (indicate air or ground)</b>										
Ambulance Service		Location		Contact (number or frequency)		Level of Serv.				
						ALS	BLS			
<b>7. HOSPITALS</b>										
Hospital Name	Address (Lat. and Long. if Helipad)		Travel Time		Contact (number or frequency)		Helipad		Burn Ctr.	
			Air	Grnd			Yes	No	Yes	No
<b>8. SPECIAL MEDICAL EMERGENCY PROCEDURES</b>										
PREPARED BY (Medical Unit Leader)						10. APPROVED BY (Safety Officer)				

# MEDEVAC PLAN

## INCIDENT OCCURS

- On scene first aider will assess the injury and provides first aid
- Relay the situation up the chain of command **CREW > TFL > DivS**

## CALL FOR MEDEVAC

**CREW** calls McMurray Forestry on 4 Mile Fire or 236

**CREW** relays the:

- **NATURE and SEVERITY of EMERGENCY**
- **LOCATION**
- **EQUIPMENT REQUIRED**
- Recommends **GROUND** or **AIR MEDEVAC**

McMurray Forestry may implement radio silence – **“ATTENTION ALL STATIONS, CEASE RADIO TRANSMISSIONS DUE TO EMERGENCY SITUATION”**

McMurray Forestry calls to dispatch closest medevac helicopter (GSA or IUP)

### MINOR

- Patient transported off the fire line by medevac helicopter
- McMurray Forestry will notify Airport or Smith Landing Camp medic of incoming patient

### MAJOR

- McMurray Forestry coordinates medevac helicopter and notifies closest **PCP MEDIC**
- McMurray Forestry contact Fort Smith Health Centre (867-872-2222) to activate ambulance
- Ambulance will meet medic and transport patient to Fort Smith Health Centre
- **SAFETY OFFICER** notified
- Patient will be taken to Smith Camp to be treated by medic
- Advise health care facility patient will be coming in

Patient requires further medical treatment?  
(status of patient determined by PCP medic)

**NO**

Return to work or rest at camp  
Advise supervisor

**YES**

Transport patient to Fort Smith Health Centre  
**41 Breynat St**

Wood Buffalo National Park

WB Complex

**FMO**  
David Tavernini  
(Remote)

**Fire Cache Manager**  
Ashleigh Stokes

**Cache**  
Chris Werden  
Marcus Campiou  
Sean Buckle

**Incident Commanders**  
Reade Tereck (PC) 10/18  
Emile Desnoyers (AB) 10/11  
Ramsey Cook (NWT)

**Safety Officer (PC)**  
Philippe Moisan-Gaudet 10/11  
Eugene Gagnon (t) 10/09

**WB Indigenous Liaison Officer**  
Alyssa Etsell

**FDO Liaison Officer**  
David Tavernini (Remote)

**Info Officer (PC)**  
Sierra Stinson

**Park Wardens (PC)**  
Tom Colucci  
Zack Phillips

**Operations Section Chief**  
Kris Beattie  
10/18

**Planning Section Chief**  
Hilary Cameron  
10/18

**Deputy Logistics Section Chief (PC)**  
Sebastien Marcoux 10/18

**Logistics Section Chief (AB)**  
Aaron Townsend 10/09

**Finance Section Chief (PC)**  
Emilie Goulet (Remote)  
10/13

...  
See Operations  
Org Chart

**SITL/RESL**  
Cassie Henderson  
10/13

**Technical Specialist**  
Annelise Geisterfer  
10/16

**Ground Support / Facility UL**  
Bob Salmon  
10/13

**GIS Specialist (AB)**  
Blair Box 10/12  
(remote)

**GIS Specialist (PC)**  
Melissa Beaujot  
10/18

**GPS Security**  
Connor Jensen

**GPS Security**  
Mohammed Adam

**Equipment Manager**  
Eric Coles  
10/18

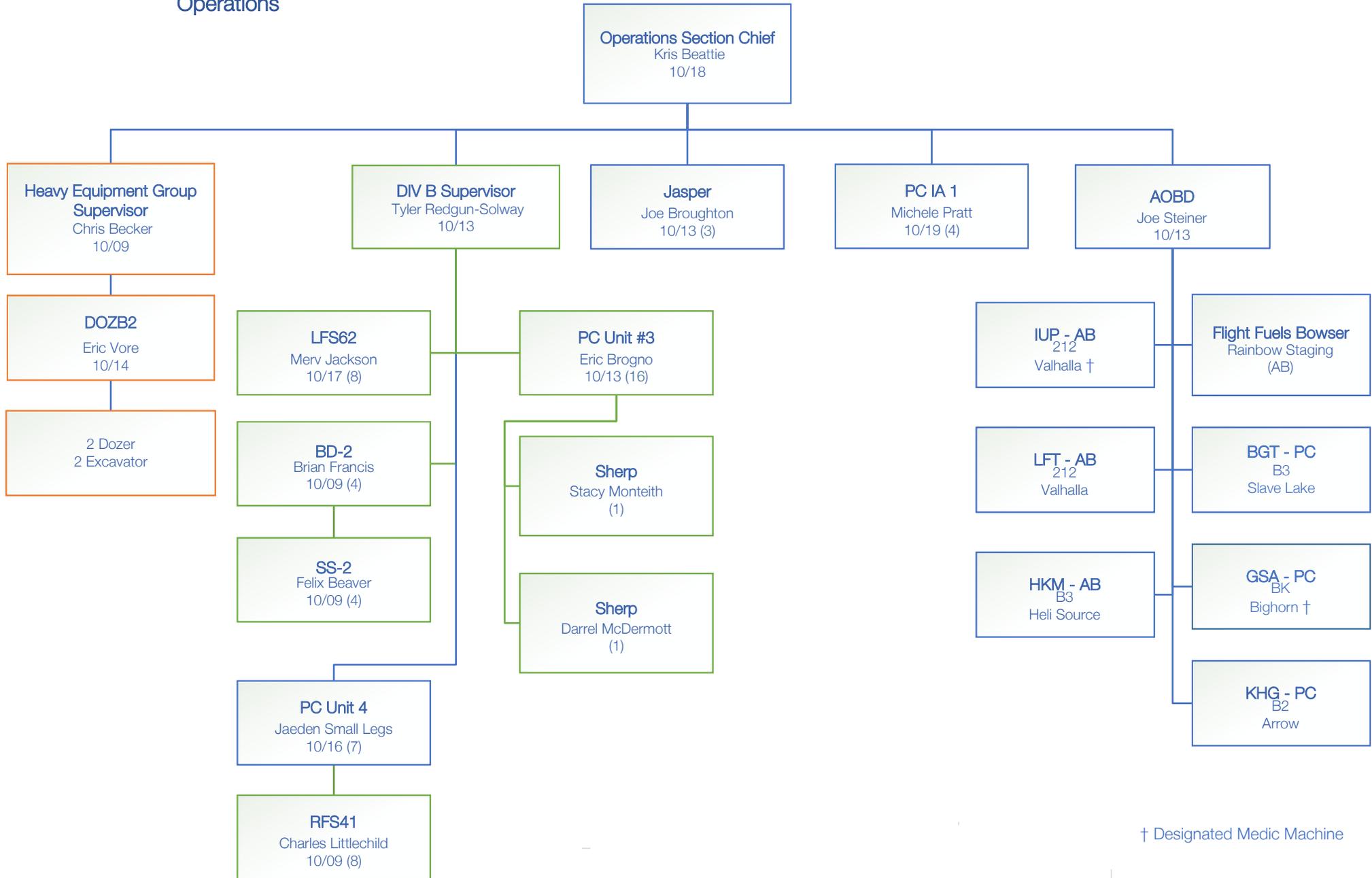
**GPS Security**  
Hassan Warsame

**Supply UL**  
Roisin McFadden  
10/09

**Medic – Onyx 2  
Superguard**  
Kelsey

**Medic – Onyx 3  
Rainbow Staging**  
Marcus

# Operations



† Designated Medic Machine

<b>Wood Buffalo Complex - Phone List</b>		
<b>Fireline Position</b>	<b>Name</b>	<b>Number</b>
<b>COMMAND</b>		
<b>Unified Commander - Alberta</b>	<b>Emile Desnoyers</b>	<b>780-524-8554</b>
<b>Unified Commader - NWT</b>	<b>Ramsey Cook</b>	<b>204-307-6359</b>
<b>Unified Commander - Parks Canada</b>	<b>Reade Tereck</b>	<b>204-647-3027</b>
Information Officer - PC	Sierra Stinson	867-872-0170
Liaison Officer - FDO	David Tavernini	403-763-0764
WB Indigenous Liaison Officer	Alyssa Etsell	867-621-0764
Safety Officer	Philippe Moisan-Gaudet	819-247-0798
Safety Officer Trainee	Eugene Gagnon	867-621-0102
Park Warden	Tom Colucci	867-872-0672
Park Warden	Zack Phillips	867-872-8009
<b>OPERATIONS</b>		
<b>Operations Section Chief</b>	<b>Kris Beattie</b>	<b>250-409-4135</b>
DIV B Supervisor	Tyler Redgun-Solway	403-497-6639
Crew Leader - FTAC LFS62	Merv Jackson	780-614-7946
Crew Leader - FTAC RFS41	Charles Littlechild	403-895-9252
Crew Leader - PC Unit #3	Eric Brogno	250-272-6753
Crew Leader - PC Unit 4	Jaeden Small Legs	403-632-5031
Crew Leader - Jasper	Joe Broughton	905-410-3556
Crew Leader - BD-2	Brian Francis	867-377-2256
Crew Leader - SS-2	Felix Beaver	587-357-6519
Crew Leader - PC IA 1	Michele Pratt	250-899-8604
Heavy Equipment Group Supervisor	Chris Becker	780-706-4510
Dozer Boss 2	Eric Vore	208-651-0622
Air Operations Branch Director	Joe Steiner	587-337-1840
<b>PLANNING</b>		
<b>Plans Section Chief - PC</b>	<b>Hilary Cameron</b>	<b>250-575-2934</b>
Planning Unit Leader	Cassie Henderson	403-763-3653
Technical Specialist	Annelise Geisterfer	873-376-6730
GIS Specialist - AB (remote support)	Blair Box	780-706-4510
GIS Specialist - PC	Melissa Beaujot	867-445-8354
<b>LOGISTICS</b>		
<b>Logistics Section Chief</b>	<b>Aaron Townsend</b>	<b>403-844-0955</b>
<b>Deputy Logistics Section Chief</b>	<b>Sebastien Marcoux</b>	<b>250-204-1742</b>
Logistics Unit Leader	Eric Coles	306-930-1563
Supply Unit Leader	Roisin McFadden	587-437-9317
Ground Support/Facilities Unit Leader	Robert Salmon	403-632-6256
<b>FINANCE</b>		
<b>Deputy Finance Section Chief (remote)</b>	<b>Emilie Goulet</b>	<b>403-497-6534</b>
<b>MEDIC</b>		
ONYX - Emergency Medical Response	Kelsey Janko	780-235-5899
ONYX - Emergency Medical Response	Marcus Wright	403-797-2656
<b>PILOTS</b>		
BGT - Slave Lake	Toby Spitzer	403-807-1330
GSA - Bighorn	Clay Wilson	250-489-8949
LFT - Valhalla	Justin Jarvie	403-359-4201
IUP - Valhalla	Ryan Edwards	250-200-0251
KHG - Arrow	Jeff Wynnynchuk	250-439-9678
HKM - Helisource	Scott Lessard	587-229-7229

# ACCESS Alberta FIELD MAPS DATA

## SET UP



1. Download **ArcGIS Field Maps** (Google Play Store, Apple App Store)
2. Open the app and use the ‘**Sign in with ArcGIS Enterprise**’ option
3. Specify a new URL
4. Enter <https://geospatial.alberta.ca/portal>
5. Expand ArcGIS login (do not login via Alberta Geospatial Services) and enter sign in details

*(please do not distribute this information widely. It is to only be used for the incident).*

Username: **wf.mcmurrayseas**

Password: **Wag-wmb383**

6. Download areas of interest to device. Click ‘**Wildfire Seasonal Staff Collection**’
7. If you want an imagery background, click ‘**Wildfire Incident Data Collection Imagery – V2**’, otherwise click ‘Wildfire Incident Data Collection – Base – V2’
8. Download the ‘**Wood Buffalo**’ map

## USE

1. Tutorial videos can be found on the FireDrive (Alberta Wildfire/Incident Information/MNZ-003-23/Field Maps Training Videos)
2. **NEVER delete any data from Field maps.** If any fire point, line or polygon is no longer needed, please edit/ update the “Delete This” Field to YES, then the GIS tech will delete it for you
3. Ensure **Incident Number field is populated with fire number 3**  
DO NOT use the default number or enter any other random number as this will create some issue in the backend  
*The data will not sync without Fire Number 3*
4. **RUN Sync** after new data collection or editing if there is reliable network connection



1. Download AvenzaMaps App from your App store
2. Open AvenzaMaps and go through the introduction screens
3. After closing the introduction screens, the default screen of the app is known as "My Maps". This is where all your maps are stored.
4. Download the .pdf maps you want from the Fire Drive / Google Drive
5. Go into your phone files, tap on the map and open it with AvenzaMaps. The map should be charged into AvenzaMaps now so you will have access to it every time you open AvenzaMaps.
6. In the default screen "My Maps", tap on the map you want to open and allow AvenzaMaps to have access to your location. You should now be able to use the map and see where you are on it with .

### **CREATE A POINT**

1. Move the map with your fingers until the target is where you want to create a point
2. Tap on the  icon. Modify name, description, etc. Add a photo if you have one. Tap on checkmark on top corner to create the point.

### **SAVE A TRACK**

1. Tap on the  icon, and then "Record GPS track".
2. When you see "Ready to track" over the compass, tap "Start tracking" icon to start recording.
3. When you are done recording, tap 'Stop' and the track will be saved as a Map Feature. You also have the option to pause tracking instead by tapping 'Pause'.
4. Tap the track to show its label, then tap the information icon. You will then be able to modify the name of the track and add a photo.

### **EXPORT and SEND DATA FROM A MAP**

1. Tap the  icon and tap the placemarks or the layer that contains the placemarks
2. Tap the  icon then Export icon 
3. Choose **Format** = KML for points, GPX for tracks and **Data** = Custom
4. Select the points/tracks/features you want to export, then tap the Export icon 
5. Select a way to send it by email or upload it to a drive.

## Notes

# Is your last day on the incident approaching?

Here's what you need to know before you leave:

1.

## **Performance Evaluations**

Your supervisor is responsible for completing a performance evaluation for you. If you are a supervisor, please pick up performance evaluation forms from the Documentation Unit Leader (located in the Plans trailer).

2.

## **Receiving a debrief**

Check in with your supervisor about receiving a debrief prior to leaving the incident. If you are a supervisor, or if you would like an individual debrief, please schedule one with the Plans section.

3.

## **Checking out**

When you are ready to leave camp, pick up your demobilization form from the Resource Unit Leader (located in the Plans trailer). Logistics will sign off that you have returned your keys and equipment, and the Documentation Unit Leader can assist you in scanning notes taken during the incident. Ensure that you return the form to the Resource Unit Leader to be released from the incident.