

## **Appendix C – Fire Plan Data Collection Procedure**

## ADMINISTRATIVE PROCEDURES MANUAL

### 7100 - FIRE PROTECTION PLAN "FIRE PLAN" - General

To meet the objectives of the California Fire Plan, fire incident locations and fire perimeters must be collected in a format that is compatible with Geographic Information System (GIS) based software. The following procedures will apply for the collection of all SRA vegetation fire data.

The Incident Commander is responsible for the following documentation:

1. For all SRA vegetation fires less than ten (10) acres, provide the latitude and Longitude of the fire origin.
  - A. Utilizing a handheld GPS unit, determine the Latitude and Longitude of the origin and E-mail it to the Prefire Engineer at Sanger Headquarters. Include the incident name, incident number, fire number, date, cause and report maker for each fire.

OR

  - B. If unable to utilize the GPS unit for determining the Latitude and Longitude, draw the origin on a topographic map. Submit a photocopy of the topographic map showing the fire origin to the Prefire Engineer. Label the map with the quadrangle map title, incident number, fire number, date, cause and report maker for each fire. It is acceptable to include more than one fire on each map as long as they are clearly identified.
2. For all SRA vegetation fires ten (10) acres or larger, provide a fire perimeter and fire origin location in latitude and Longitude.
  - A. Utilizing a handheld GPS unit, determine the Latitude and Longitude of the origin and fire perimeter, and E-mail it to the

Prefire Engineer at Sanger Headquarters. Include the incident name, incident number, fire number, date, cause and report maker for each fire.

OR

- B. If unable to utilize the GPS unit for determining the Latitude and Longitude of the origin and perimeter, draw them on a topographic map. Submit a photocopy of the topographic map showing the fire origin and perimeter to the Prefire Engineer. Label the map with the quadrangle map title, incident number, fire number, date, cause and report maker for each fire. It is acceptable to include more than one fire on each map as long as they are clearly identified.

Utilizing the handheld GPS unit is the desired method for collecting all SRA vegetation fire data. Fire data is to be collected year-round irregardless of fire season dates.

For additional information or training on how to collect fire data with the GPS unit and mapping software contact the Prefire Engineer at Sanger Headquarters.