



## Interagency Dispatch Implementation Project (IDIP) Interagency Service and Supply Plans

June 20, 2016

### Problem Statement

Throughout the dispatch community there are inconsistencies in the formulation and maintenance of Incident Service and Supply Plans (ISSP) at interagency centers. Additionally there is a lack of consistency and approach in the administration procedures to support the incident management operations.

This lack of standardization impacts incident management teams, buying teams, dispatchers and the incident mobilization process. Guidelines, essential to define the critical financial and administrative procedures on incidents, which would correct this issue, are lacking.

### Key Points

- Use and structure of ISSPs in interagency dispatch centers is applied inconsistently, or not at all.
  - In accordance with [Interagency Incident Business Management Handbook \(IIBMH\)](#), "Incident agencies shall maintain service and supply plan that identifies local resources. These plans should be established pre-season. When appropriate agencies located in the same geographical area should coordinate and develop interagency service and supply plans."
- The IDIP developed template is intended to compliment the [IIBMH](#) which provides the national direction.
- Dispatchers are frequently assigned the role of populating the ISSP for their center. Dispatchers do not have the expertise or authorities to perform this responsibility. The responsibility to complete the ISSP is under the incident business management / acquisition staff authorities.

### Recommended Steps to Implement Resolution

- Incorporate the ISSP Template into the IIBMH to be completed by procurement / incident business management staffs with language that it not be re-delegated to the dispatch staffs.
  - Note: This template was reviewed and agreed upon by the National Incident Business Management Committee, the Forest Service National Buying Team Lead and other incident procurement specialists.
- Incident Business Management and Acquisition staff adopt the IDIP recommended standard template for use in all interagency dispatch centers.
- ISSP to be in standard format by June 1, 2017.

### Benefits to Implementation

- Standardization of the ISSP will create greater efficiency in dispatch operations and ensure the minimum required information is included in the package.
- Improve the speed of access of the information for dispatch personnel, incident management and buying teams.
- Completion of the ISSP by incident business management staff will ensure the information contained within it is current and complies with incident business management direction.

### Additional Information

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