

**OPERATING PLAN FOR THE EXCHANGE OF  
WILDLAND FIRE MANAGEMENT RESOURCES  
BETWEEN CANADIAN AND MEXICAN PARTICIPANTS**

**2016**

**DATED: JANUARY 14, 2016**

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## OPERATING PLAN

### 1. PURPOSE

This Operating Plan is prepared pursuant to the Memorandum of Understanding for the Exchange of Wildland Fire Management Resources between Canadian and Mexican Participants signed February 14, 2014 (the "Memorandum of Understanding"), with the purpose of setting the basis to provide mutual assistance for wildland fire management and implement actions in other areas of cooperation for wildland fire management between Canada and Mexico.

### 2. LEGAL COMPLIANCE

This Annual Operating Plan constitutes a binding agreement between the Participants to the Memorandum of Understanding made in consideration of the mutual obligations set out herein. These obligations between Participants shall be carried out through their respective Coordinating Authorities as established in paragraph 3(b) of the Memorandum of Understanding.

### 3. DEFINITIONS

Additionally to definitions established in paragraph 2 of the Memorandum of Understanding, the following definitions shall apply:

- 3.1. **"Coordinating Authority"** means the institution or area/office/department designated by Participants, as per paragraph 3(b) of the Memorandum of Understanding, authorized to request and receive resources for wildland fire management as well as for coordinating their use;
- 3.2. **"CIFFC"** means the Canadian Interagency Forest Fire Centre Inc.; the Coordinating Authority for the Canadian Participants;
- 3.3. **"GPCIF"** means the Management Area of Protection against Forest Fires of the National Forestry Commission. (CONAFOR), the Mexican Coordinating Authority;
- 3.4. **"Designated Official"** means the officials responsible of the wildland fire management activities, from the Participants authorized to request, receive, register and coordinate operation and demobilization of wildland fire management resources;
- 3.5. **"Memorandum of Understanding"** means the Memorandum of Understanding for the Exchange of Wildland Fire Management Resources between Canada and Mexican Participants dated February 14, 2014;
- 3.6. **"Participant"** means a Canadian or Mexican signatory to the Memorandum of Understanding;
- 3.7. **"Plan"** means this Annual Operating Plan;
- 3.8. **"Receiving Participant"** means a Participant receiving wildland fire management resources under this Plan;
- 3.9. **"Sending Participant"** means a Participant sending wildland fire management resources under this Plan;

- 3.10. **"Sending Participant Agency Representative"** means the official designated to coordinate resources and work assignments on-site along with the Institutional Representative of the Receiving Participant;
- 3.11. **"Receiving Participant Agency Representative"** means the official designated to coordinate resources and work assignments on-site along with the Institutional Representative of the Sending Participant;
- 3.12. **"National / Regional Interagency Resource Representative (IARR)"** means official designated by the correspondent Coordination Authority which collaborates in the National / Regional Centre of the Receiving Participant to mobilize and demobilize its resources according to the needs of such Participant.
- 3.13. **"Expendable equipment"** means items that are not intended to be reused, refurbished and/or recycled;
- 3.14. **"Non-Expendable equipment"** means items that are intended to be reused, refurbished and/or recycled;
- 3.15. **"Air Attack Officers (AAO)"** means the person responsible for directing, coordinating, and supervising a fire suppression operation involving the use of aircraft to deliver retardants, suppressants, or fire fighting forces to or on a fire;
- 3.16. **"Air Tactical Group Supervisor (ATGS)"** means the person primarily responsible for the coordination of all tactical missions of fixed and/or rotary-wing aircraft operating in incident airspace;
- 3.17. **"Immediate Recall"** means the return of the Sending Participants aircraft resources as soon as practical on the day of the recall or the morning of the following day;
- 3.18. **"Wildland Fire Management Assistance"** means assistance in the prevention or management of wildland fire under this Plan.

#### 4. GENERAL PROCEDURES

##### 4.1. Request for Wildland Fire Management Assistance

Requests for assistance shall be carried out through the respective Coordinating Authorities of the Participants and subject to the respective immigration legislations and regulations of the Participants' countries.

- 4.1.1. Requests for assistance from Canada to Mexico shall be placed to GPCIF.
- 4.1.2. Requests for assistance from Mexico to Canada shall be placed to CIFFC.
- 4.1.3. CIFFC and GPCIF separately shall be responsible for providing the names of the Canadian and Mexican designated officials by November 30 each year as specified in the paragraph 6b (i) of the Memorandum of Understanding and Annex A of this Plan
- 4.1.4. To minimize delays at border crossings for Customs & Immigration clearances, CIFFC or GPCIF shall provide the following information to the Customs & Immigration Point of Entry (PoE) in the form specified in the annex E, twenty-four hours prior to mobilization:
- 1) Official CIFFC/GPCIF order;
  - 2) Official letter with contact information;
  - 3) International manifest;

- 4) All transport and arrival information;
- 5) Point of Entry for Customs & Immigration; and
- 6) Others documentation as required by the corresponding authorities.

4.1.5. In addition to the information set out in clause 4.1.4, the following may also be required at the Point of Entry (PoE):

- a) Human Resources:
  - Full legal name
  - Citizenship
  - Date and country of birth
  - Home base
  - Departure point
  - Additionally, in the case of aircraft crew, licenses, permits or authorizations as appropriate.
- b) Equipment:
  - Item
  - Quantity
  - Serial or identification numbers
  - Carrier (with drivers' full legal name(s) and contact information)
  - Bill of lading number
  - Country of manufacturing
  - Point of entry.
- c) Aircraft:
  - Registration number
  - Call sign
  - Aircraft type and model
  - International manifest for flight crew information (same as Human Resources)
  - Registered owner
  - For aircraft flight following, the Equipment Serial Number (ESN) including service provider and device type
  - Complete flight plan (including fuel stops, etc.)
  - Significant cargo (i.e. spares kit with content list)
  - Point of Entry (PoE)
- d) Any additional information as may be required by Customs & Immigration in relating to Human Resources, Equipment of Aircraft.

4.1.6. Customs Declaration forms will be completed for presentation to Customs & Immigration at Point of Entry, according with applicable laws and regulations of each country.

## 4.2. Human Resources

4.2.1. Reimbursement for services performed by human resources will be on the following basis:

- a) The Receiving Participant shall be responsible for reimbursing the Sending Participant for compensation and associated benefits, overtime and hazard pay that is invoiced by the Sending Participant, in accordance with annex D "Human Resources rate table".

- b) The cost of travel, accommodation, per diem (meals and incidentals), vehicle hire, communication equipment, medical services as well as other expenditures approved by the Receiving Participant and supported by receipts shall be reimbursed by the Receiving Participant to the Sending Participant in the event the Receiving Participant cannot provide these services.
  - c) Where accommodations and per diem are not provided by the Receiving Participant, the amount of expenses reimbursed shall be calculated in accordance with the Sending Participant's standard per diem rates for that participant
- 4.2.2. An acceptable daily flat rate, established and documented prior to mobilization for human resources, may be used in lieu of clause 4.2.1a., as follows:
  - a) The flat rate shall include compensation and associated benefits, and overtime and hazard pay.
  - b) The flat rate shall not cover the cost of travel, accommodation, per diem, vehicle hire, communication equipment, and medical services or other expenditures approved by the Receiving Participant and supported by receipts. These costs shall be reimbursed by the Receiving Participant to the Sending Participant in addition to the flat rate, when the Receiving Participant cannot provide these services.
  - c) Where accommodation and per diem are not provided by the Receiving Participant, the amount of expenses reimbursed shall be calculated in accordance with the Sending Participant standard per diem rates.
- 4.2.3. The Coordinating Authorities may request specialized expertise for relevant wildland fire management.
- 4.2.4. Prior to mobilization, the Receiving Participant and the Sending Participant will agree through their Coordinating Authorities on equivalent standards, training, fitness levels, and experience required for each position included in a request for wildland fire assistance.
- 4.2.5. The Receiving Participant through its respective Coordinating Authority shall send documentation outlining the requirements of each position requested. The Sending Participant will make best efforts to ensure that the human resources meet the requirements as listed. The Receiving Participant will accept the Sending Participant's human resources qualifications as equivalent.
- 4.2.6. Any change in assignment position, from that which was originally ordered, must be sanctioned by either the on- site Sending Participant Agency Representative or the Sending Participant Designated Official.
- 4.2.7. When appropriate the Sending Participant and Receiving Participant, through their Coordinating Authorities, shall provide adequate liaisons for the duration of the assistance (assignment).
  - a) The Sending Participant Agency Representative will be responsible for the health, safety, welfare and commissary needs of Sending Participant human resources.
  - b) Coordinating Authority of the Sending Participant may request a National Interagency Resource Representative (IARR) to coordinate the mobilization/demobilization of their resources with the Coordinating Authority of the Receiving Participant.

- c) The National IARR, through their Coordinating Authority, may request a Regional IARR to assist at the Regional Centre, when applicable. The Regional IARR shall coordinate the resources and Agency Representatives assigned to that region and shall report to the National IARR.
- 4.2.8. All Sending Participants' human resources shall receive an orientation session prior to their assignment and a debriefing prior to demobilization, by the Receiving Participant.
- 4.2.9. Human resources shall be prepared for assignments for a duration of 14 days, exclusive of mobilization and demobilization travel. The orientation on the first day of the 14-day assignment shall be considered as the first full work day. Prior to beginning a subsequent assignment, a minimum of two day's rest will be provided when a 14 day assignment is completed. A normal mobilization under this Memorandum of Understanding will not exceed two consecutive assignments. Nonetheless, Participants may agree to extend such period upon request from the Receiving Participant and approval of the Sending Participant.
- 4.2.10. All human resources shall carry a passport.
- 4.2.11. A felony or criminal conviction may prohibit entry of human resources from the Sending Participant to the Receiving Participant's country.
- 4.2.12. When and if Customs & Immigration of the Receiving Participant prohibits the entry of the Sending Participant's personnel, all costs generated by such incident shall be paid by either the human resource or the Sending Participant.
- 4.2.13. Controlled substances (i.e. prescription drugs) must remain in their original labelled container or be accompanied by the prescription.
- 4.2.14. The Sending Participant shall provide all safety equipment required to meet its regulations. Should additional equipment be required by the Receiving Participant, the Receiving Participant shall supply it at its own expense.
- 4.2.15. The Receiving Participant shall ensure that immediate medical services are provided to any human resource of the Sending Participant regardless of the nature or the type of medical aid required.
- 4.2.16. Personal cargo weight shall be a total of 29.5 kg (65 lbs), which includes a personal or deployment pack of 20.4 kg (45 lbs) and a line pack of 9.1 kg (20 lbs). Additional cargo shall be identified and approved by the Sending Participant and the Receiving Participant, if warranted.

#### **4.3. Equipment and Supplies**

- 4.3.1. Equipment provided by the Sending Participant remains the property of the Sending Participant.
- 4.3.2. Equipment provided to the Sending Participant by the Receiving Participant remains the property of the Receiving Participant.
- 4.3.3. Expendable equipment and supplies shall be considered purchased on delivery to the Receiving Participant, and full replacement costs shall be reimbursed by the Receiving Participant. Items shall be considered expendable if they cannot be reused, or refurbished or recycled.

- 4.3.4. Non-expendable equipment and supplies shall be returned to the Sending Participant by the Receiving Participant. The Receiving Participant shall reimburse the Sending Participant for all replacement or refurbishing cost, unless the Sending Participant agrees that the Receiving Participant will refurbish the equipment and supplies.
- 4.3.5. In the event that any equipment or supplies are damaged beyond repair or not returned, they shall either be:
- a) replaced by the Receiving Participant with new equipment and/or supplies of the same quality and to the Sending Participant's standard; or
  - b) the full replacement cost shall be reimbursed by the Receiving Participant to the Sending Participant.
- 4.3.6. Specialized equipment may be accompanied by trained technicians and/or operators to ensure its safe and efficient set-up and operation.
- 4.3.7. All equipment and/or supplies shall be registered in the specified format with the respective Sending Participant customs authority prior to mobilization.
- 4.3.8. All transportation costs of equipment and/or supplies sent by the Sending Participant shall be reimbursed by the Receiving Participant.

#### **4.4. Aircraft**

This section applies to private aircraft contracted by a participant and participant owned aircraft.

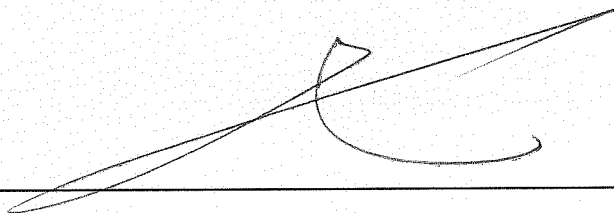
- 4.4.1. Reimbursement shall be made on the following basis with the rate to be established and approved in writing prior to mobilization:
- a) All fees associated with the mobilization shall be reimbursed by the Receiving Participant.
  - b) The costs of travel, per diem, crew change, accommodations, vehicle hire, communication equipment, medical insurance as well other expenditures shall be approved by the Receiving Participant and supported by receipts prior to being reimbursed to the Sending Participant.
  - c) Unless otherwise agreed upon between the Receiving Participant and the Sending Participant, maintenance and/or damage to the aircraft are the responsibility of the contractor and/or owner, and are not reimbursable. Damage to an aircraft caused as a direct result of Receiving Participant's acts or omissions are the Receiving Participant responsibility and are therefore reimbursable.
  - d) There shall be no charge for days where the aircraft is unserviceable, and part days shall be prorated.
- 4.4.2. All aircraft mobilized for mutual aid purposes shall have a current and valid certificate of airworthiness and certificate of registration as issued by the appropriate Civil Aviation Authority.
- a) Mutual aid aircraft may not meet all specifications that the Receiving Participant requires of their aircraft.



- b) The Sending Participant should make best efforts to ensure that the human resources (pilots and Air Attack Officers [AAO] / Air Tactical Group Supervisors [ATGS]) meet the Receiving Participant's requirements.
  - c) The Receiving Participant reserves the right to inspect all aircraft and human resources qualifications prior to being put into service.
- 4.4.3. Flight following procedures and protocol shall be defined prior to mobilization.
- 4.4.4. Aircraft shall have North American Free Trade Agreement (NAFTA) Operating Certificate to operate in the Receiving Participant's country.
- 4.4.5. In the event of an accident or incident involving the Sending Participant aircraft, the Sending Participant shall be invited to participate in the investigation process.
- 4.4.6. The Sending Participant shall be responsible to pay for all of their fuel requirements for the duration of deployment and operation, and all associated costs will be reimbursed by the Receiving Participant.
- 4.4.7. For aircraft that are not subject to "Immediate Recall", the Sending Participant shall give twenty-four hours' notice prior to the return of the aircraft.
- 4.4.8. Briefing/Debriefing – AAO/ATGS and flight crews shall have an arrival briefing to ensure smooth transition into the Receiving Participant air operations. In the interests of safety, a briefing session prior to deployment is mandatory and air attack group shall stay grounded until a briefing is provided by the Receiving Participant.
- a) A mission debriefing is mandatory for all aircraft excluding transport aircraft.
  - b) A final debriefing is mandatory and shall be held prior to departure to the Sending Participant home base. The debriefing shall be led by an aviation management representative of the Receiving Participant. Discussions at the debriefing may include:
    - i) tanker base operations;
    - ii) briefing and dispatch;
    - iii) operational issues – Safety, effectiveness, efficiencies;
    - iv) logistics; and
    - v) recommendations.

#### **4.5. Withdrawal of Wildland Fire Management Resources**

The Sending Participant may withdraw its Wildland Fire Management Resources from the Receiving Participant country with a minimum of twenty-four hours' notice. Withdrawal will set out procedure as required by the MOU 6(b) (ix).



#### **4.6. Workers Compensation and Insurance Coverage**

- 4.6.1. Prior to the Sending Participant's human resources leaving their home country, the relevant Sending Participant must ensure that comprehensive medical, personal injury, compensation and death insurance (in addition to workers compensation insurance) is in place to cover each of their human resources responding to the Receiving Participant's request for Wildland Fire Management Assistance. Minimum medical insurance coverage is described in Annex B. The cost of the comprehensive insurance shall be reimbursed by the Receiving Participant.
- 4.6.2. The Receiving Participant agrees to reimburse to the Sending Participant for all extra workers' compensation insurance costs incurred by the Sending Participant as a result of any worker's compensation claim made in respect to any work related injury to a human resource of the Sending Participant that occurs during a deployment under the terms of this Plan.
- 4.6.3. The costs for on-going rehabilitation shall be covered by the comprehensive insurance policy required under clause 4.6.1.
- 4.6.4. Compensation claims for death or long term injury to Sending Participant human resources shall be processed through the Sending Participant workers compensation program and invoiced to the Receiving Participant as per clause 4.6.2.
- 4.6.5. In the event of an accident or incident involving the Sending Participant human resources, the Sending Participant or a Sending Participant designated representative shall be invited to participate in the investigation process.

#### **4.7. Liability**

- 4.7.1. Human resources of the Sending Participant that travel to the country of the Receiving Participant to carry out activities under this Plan shall not be subject to personal liability for damages for any act or omission done while acting within the scope of his or her official duties under this Plan.
- 4.7.2. The Receiving Participant agrees to indemnify the Sending Participant and each of its human resources, and shall assume any and all liability for any act or omission, excluding acts of negligence, of the human resources of the Sending Participant when the human resources are acting within the scope of his or her official duties under the Plan. Assumption of such liability includes but is not limited to the payment of damages or amounts awarded under the laws of the Receiving Participant to any person suffering loss and damage as a result of such act or omission, any amount paid or payable to such claimant under an amicable settlement, and all costs incurred in relation to the claim, including all applicable legal fees and costs.
- 4.7.3. In case the Sending Participant or any human resources sent by it to provide Wildland Fire Management Assistance to the Receiving Participant are subject of any claim by any person arising out of acts or omissions committed or alleged to have been committed by them, excluding acts of negligence, in the course of providing such Wildland Fire Management Assistance, the Receiving Participant shall have all the relevant rights of the Sending Participant and its relevant human resources subrogated to it and will undertake at its cost the defence of such claim on behalf of the Sending Participant or its human resources, provided always that the Receiving Participant retains the right to compromise or settle any such claim on behalf of the Sending Participant or its human resources as in its sole discretion and convenience.

- 4.7.4. The Receiving Participant shall assume any and all liability for any act or omission of the personnel of the Sending Participant when the personnel are acting within the scope of his or her official duties under this Operating Plan. Assumption of such liability includes but is not limited to substitution as the party-defendant in any legal action naming the Sending Participant personnel, the payment of damages or amounts awarded under the laws of the Receiving Participant to any person suffering loss and damage as a result of such act or omission, any amount paid or payable to such claimant under an amicable settlement, and all costs incurred in relation to the claim, including all applicable legal fees and costs.

#### **4.8. Waiver of Certain Claims**

- 4.8.1. Subject to clause 4.6, each Participant hereby waives its claims against the other Participant for compensation for loss, damage, personal injury, or death occurring as a consequence of the performance of Wildland Fire Management Assistance under this Plan.
- 4.8.2. Participants shall, by contract or otherwise, extend the cross-waiver of liability set forth in subclause 4.8.1 to any contractors or subcontractors or agents or any state, regional, local, private, or tribal fire organizations it may designate or assign to perform activities under this Plan.
- 4.8.3. The cross-waiver of liability set forth in subclause 4.8.1 shall not apply to:
- a) claims between a Participant and its agencies, employees, contractors, subcontractors, or agents;
  - b) claims arising from willful misconduct; and
  - c) claims arising from criminal conduct.

#### **4.9. Status of Human Resources**

- 4.9.1. Any service performed in furtherance of this Plan by a human resource of a Participant shall be considered as a service performed on behalf of that Participant.
- 4.9.2. The performance of a service under this Plan by any employee, contractor, subcontractor, or agent of one the Participants shall in no case render such person an employee, contractor, subcontractor, or agent of the other Participant.

#### **4.10. Invoicing and Reimbursement**

Invoicing and reimbursement procedures shall be as follows:

- 4.10.1. Invoices shall be sent and paid in the Sending Participant's currency.
- 4.10.2. Both receiving and sending participants will convey their terms and conditions for overdue accounts on invoices when requesting and agreeing to assistance. Interest charges for overdue accounts may be applied according to each participant's legislation.
- 4.10.3. Invoicing shall include the following:
- a) A cover letter identifying the specific resource/reference number(s);

- b) An original itemized invoice;
- c) Backup documentation (summarizing and listing of human resources days and rates or compensation, supplies, travel and equipment with dates, hours, and crew / equipment / aircraft type); and
- d) Backup documentation shall not be required for flat rate invoicing as provided in clause 4.2.2 a, except in the case of expenses incurred by the Sending Participant as per clauses 4.2.2 b and 4.2.2 c.

4.10.4. Canadian invoices for services rendered to Mexico shall be sent to the following address:

Comisión Nacional Forestal  
Periférico Poniente No. 5360  
Col. San Juan de Ocotán  
Zapopan, Jalisco, México  
C.P. 45019  
RFC: CNF010405EG1

4.10.5. Canadian reimbursements for services rendered by Mexico shall be made to the following account:

Account holder: Comisión Nacional Forestal  
Account: 0237692821  
Swift: MT103  
Aba: MENOMXMTXXX  
Bank: Banco Mercantil del Norte S.A.  
Monterrey, Nuevo León, México

4.10.6. Mexican invoices for services rendered to Canadian Participants and/or reimbursements for services rendered by Mexico shall be sent to the Canadian Receiving Participant at the addresses listed in the Directory of Designated Officials in Annex A.

## 5. OTHER AREAS OF COOPERATION

5.1. Where mutually agreed to, any Participant to the Memorandum of Understanding and this Plan may participate in other wildland fire management activities, including but not limited to, prescribe burning, technology, skills, training, research and innovations. Participants shall mutually agree to the costs and expenses in writing prior to mobilization.

## 6. SITUATION REPORTING

6.1. CIFFC and GPCIF shall exchange daily wildland fire situation reports throughout the period of the normal fire season. The report may include information about the:

- a) Number of Fires and Hectares;
- b) Resources Committed;
- c) Weather;
- d) Potential for Large Fire Occurrence;
- e) Problem Fires; and
- f) Other information that might be relevant for the purpose of the Memorandum of Understanding and this Plan.

## **7. AUTHORIZATIONS AND AMENDMENTS**

- 7.1. The Operating Plan may be amended at any time with the concurrence of the Coordinating Authorities as specified in clause 6 of the Memorandum of Understanding.

## **8. GOVERNING LAW AND JURISDICTION**

- 8.1. Subject to clause 8.2, the Operating Plan shall be governed by the laws of Canada and Mexico.
- 8.2. Where Wildland Fire Management Assistance is provided to a Receiving Participant pursuant to the Plan, all matters concerning the interpretation or enforcement of the Plan, and all questions, disputes or claims of whatever nature, arising out of or in relation to the provision of such Assistance will be governed by the laws of the jurisdiction in which the Receiving Participant receives such assistance. Each Participant submits to the non-exclusive jurisdiction of courts exercising jurisdiction in that place and waives any right it might have to claim that those courts are an inconvenient forum.

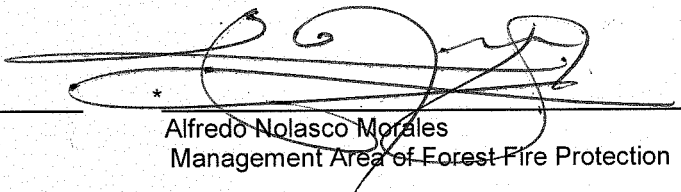
## **9. COORDINATING AUTHORITY SIGNATURE**

- 9.1. This Operating Plan shall come into effect upon signature by at least one Participant from Canada and Mexico.
- 9.2. Signed January 16, 2016 in the City of Campeche, Mexico, in English, French and Spanish languages, each version being equally valid.

For the  
Canadian Interagency Forest Fire Centre Inc.  
(CIFFC)

For the  
National Forestry Commission  
(CONAFOR)

\*   
\_\_\_\_\_  
Kim Connors  
Executive Director

\*   
\_\_\_\_\_  
Alfredo Nolasco Morales  
Management Area of Forest Fire Protection

**Annex A**  
**DIRECTORY OF DESIGNATED OFFICIALS**  
***DIRECTORIO DE FUNCIONARIOS DESIGNADOS***

**CANADA**

**CANADIAN INTERAGENCY FOREST FIRE CENTRE INC.**

Connors, Kim Executive Director	Canadian Interagency Forest Fire Centre 1749 Ellice Avenue Winnipeg, MB R3H 1A6	Cell Fax Email	204-784-2030 204-250-1990 204-956-2398 <a href="mailto:kim.connors@ciffc.ca">kim.connors@ciffc.ca</a>
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Duty Officer CFFC		Fax Email	204-784-2030 204-956-2398 <a href="mailto:ciffc@ciffc.ca">ciffc@ciffc.ca</a>
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**BRITISH COLUMBIA**

Maedel, Dave Executive Director	BC Wildfire Services Ministry of Forests, Lands & Natural Resource Operations Building A, 2nd Floor, 2957 Jutland Road Victoria, BC V8W 3E7	Office 24 hour emergency: Cell Fax Email	250-387-6368/250-365-4012 250-376-6777 250-304-9197 250-387-5685 <a href="mailto:dave.maedel@gov.bc.ca">dave.maedel@gov.bc.ca</a>
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Provincial Wildfire Coordination Officer (Duty Officer) Kamloops, B.C.	Wildfire Management Branch Ministry of Forests, Lands & Natural Resource Operations 3080 Airport Drive, Kamloops, BC V2B 7X2	Office 24 hour emergency Cell Fax Email	250-312-3040 250-376-6777 250-318-2324 250-554-5482 <a href="mailto:provfire@gov.bc.ca">provfire@gov.bc.ca</a>
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**YUKON**

Etches, Mike Director, Protective Services	Wildland Fire Management Protective Services Branch 91790 Alaska Highway Whitehorse, YT Y1A 5X7	Office Cell Fax Email	867-456-3904 867-332 -4591 867-667-3191 <a href="mailto:mike.etches@gov.yk.ca">mike.etches@gov.yk.ca</a>
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Yukon Duty Officer		Office (Apr-Sept) Fax Email	867-667-3128 867-667-3148 <a href="mailto:YDO@gov.yk.ca">YDO@gov.yk.ca</a>
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## ALBERTA

Born, Wally  
Executive Director

Dept. of Agriculture and Forestry  
Forest Protection Division  
10<sup>th</sup> floor, 9920-108 Street  
Edmonton, AB T5K 2M4

Fax 780-427-6807  
Email 780-422-7230  
wally.born@gov.ab.ca

Duty Officer

Fax 780-415-6460  
Email 780-422-7230  
pffc.wfops@gov.ab.ca

## NORTHWEST TERRITORIES

Lepine, Frank  
Director, Forest Mgmt

Forest Management Division  
Dept. of Resources, Wildlife &  
Economic Development  
Box 7  
Fort Smith, NT X0E 0P0

Office 867-872-7725  
Fax 867-872-2077  
Email frank.lepine@gov.nt.ca

Duty Officer

Fax 867-872-7710  
Email 867-872-2077  
forest\_management@gov.nt.ca

## SASKATCHEWAN

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Executive Director, Fire

Saskatchewan Environment  
Wildfire Management Branch  
P.O. Box 3003, Hwy #2 North  
Prince Albert, SK S6V 6G1

Fax 306-953-2206  
Email 306-953-3575  
steve.roberts@gov.sk.ca

Duty Officer

Fax 306-953-3430  
Email 306-953-2530  
ffmbdispatch@gov.sk.ca

## MANITOBA

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Director,

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Headquarters Operations  
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April - Oct

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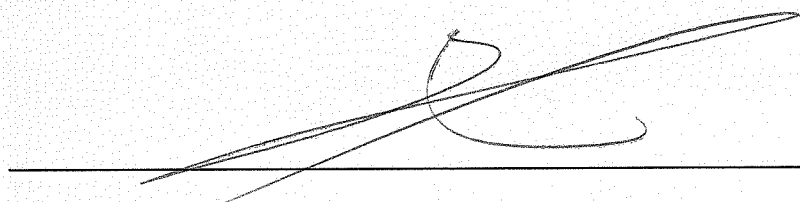
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**GERENCIA ESTATAL DE YUCATÁN (CONAFOR)**

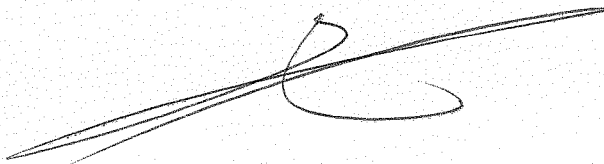
C. Lucía Guadalupe Canto Lara  
Gerente Estatal

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## **Annex B**

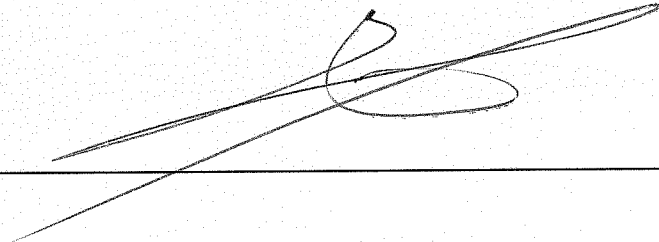
### **MINIMUM MEDICAL INSURANCE COVERAGE DETAILS**

1. Medical assistance for an accident	USD 100,000
2. Medical assistance for non pre-existing illness	USD 100,000
3. Transfer and / or repatriation expenses are included in the health care expenses for an accident or illness	Included
4. Prescriptions	Unlimited
5. Emergency dentistry	USD 600
6. Transfer and hotel expenses for a family member	Airfare
7. Hotel expenses for accompanying family	USD 1,000
8. Hotel expenses for convalescence	USD 1,000
9. Repatriation of deceased	USD 50,000
10. Early return due to illness	Airfare
11. Cancellation fees	USD 500
12. Assistance in the case of lost documents	Yes
13. Inquiry line	Yes
14. Compensation for lost luggage on boat / airline	USD 1,200
15. Delay in the delivery of luggage	USD 600
16. Transfer of funds for bail	USD 10,000
17. Legal assistance for an accident while travelling	USD 3,000
18. Life insurance for accidental death and / or dismemberment 24hrs	USD 70,000
19. Primary medical care for chronic or pre-existing illness	USD 600
20. Repatriation due to airline bankruptcy	Yes
Age limit	45 years
Geographic coverage	Worldwide except country of residence
Liability	USD 20,000
For claims/refunds please call	(55) 5250 72 61/ (55) 5250 7236
There is a 20% penalty charge for cancellations before the date of travel, once the voucher becomes into effect there are no refunds	

A large, stylized handwritten signature in black ink, featuring a prominent loop and a long, sweeping horizontal stroke.A small, stylized handwritten mark or initials in black ink, located at the bottom right of the page.



**Annex C**  
**AIRCRAFT RATE TABLE**

A large, stylized handwritten signature in black ink, consisting of several loops and a long horizontal stroke.A small, circular handwritten mark or initials in black ink.

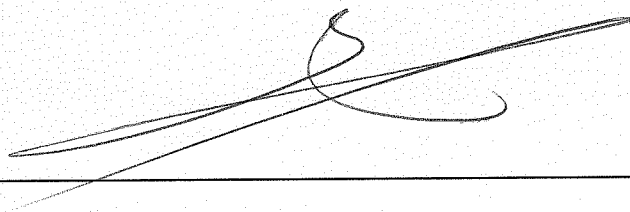
***Annex D***  
***HUMAN RESOURCE RATE TABLE***

Rates of staff will be carried out taking into account the following principles:

Type 1 Level 1: CAN \$ 700 / per person per day for personnel required from the time and point of mobilization to their time and point of return.

Type 1 Level 2: CAN \$ 525 / per person per day for brigade personnel Type 1 initial attack and sustained action from the time and point of mobilization to their time and point of return

Type 2 Level 2: CAN \$ 350 / per person per day for brigade personnel Type 2, from the time and point of mobilization to their time and point of return.

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke.A smaller, more compact handwritten signature in black ink, featuring a circular loop and a few sharp strokes.

# **Annex E: CUSTOMS and IMMIGRATION POINT OF ENTRY FORM** **International Manifest**

Lending Agency Name & Project #	
Canadian Receiving Agency	
Financial Codes (if applicable)	
CIFFC Resource Request Number	Rev:

Nat-ID	Position <i>Mnemonic</i>	Full Legal Name		M/F	Weights		Date of Birth yyyy/mm/dd	C.O.B.	Citizen	Passport Number	Home Base Aerodrome Indicator	Boarding In Aerodrome Indicator	Mob. Date dd/mm	Demob. Date dd/mm
		Family Name	Given Name		Seat Weight	Pack Weight								
1														
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