

**BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON**

**ORDER NO:** 17-01-10-06

**IN THE MATTER OF APPROVING THE  
DELEGATION OF AUTHORITY/INCIDENT  
COMMANDER**

**WHEREAS**, the Board of Commissioners shall assign an Incident Commander who is delegated full authority and responsibility for managing the fire suppression activities on unprotected rural lands in Lane County within the framework of law and direction provided by the State Fire Marshal and by the jurisdiction administrator or their designee; and,

**WHEREAS**, the Board of Commissioners shall give the Incident Commander full responsibility to organize and direct the assigned resources for safe, efficient, and effective mitigation of any incident that may occur; and

**WHEREAS**, the appointed Incident Commander will maintain effective interagency cooperation with all agencies participating in any incident; and

**WHEREAS**, the appointed Incident Commander shall be accountable to the State Fire Marshal and the jurisdiction administrator of their designee; and

**WHEREAS**, the Board of Commissioners hereby appoint an Incident Commander and authorize the duties dictated in the form as the Delegation of Authority.

**NOW, THEREFORE**, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. Appointing an Incident Commander as set forth in the applicable Lane County Emergency Operations Plan (EOP); and,
2. Authorizing the Incident Commander to have all necessary authority to fulfill the duties of Incident Commander as set forth in the applicable Lane County Emergency Operations Plan, including the authority to delegate responsibility as needed; and,
3. This Order specifically includes any authority necessary to comply with the requirements of the Oregon State Fire Marshall Delegation of Authority for Conflagration Request, which is attached as Attachment "A" and by this reference incorporated herein.
4. This Order shall be reviewed annually by the Board of Commissioners of Lane County. Failure by the Board of Commissioners to review does not affect its continuing validity.

**ADOPTED** this 10th day of January, 2017.



Pat Farr, Chair  
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 1/22/17



## DELEGATION OF AUTHORITY

INCIDENT NAME \_\_\_\_\_

DATE AND TIME \_\_\_\_\_

The individual designated by the current Lane County Emergency Operations Plan is assigned as the Incident Commander on the <Incident Name> located on lands protected by <Jurisdiction Having Authority>.

The individual above is delegated full authority and responsibility for managing the fire suppression activities on these lands within the framework of law and the direction provided by the State Fire Marshal and by the jurisdiction administrator or their designee.

Your primary responsibility is to organize and direct your assigned resources for safe, efficient, and effective mitigation of this incident.

You are to establish unified command with the agencies and jurisdictions named in this delegation.

You will maintain effective interagency cooperation with all agencies participating in this incident.

You are accountable to the State Fire Marshal and the jurisdiction administrator or their designee.

Specific direction for the <Incident Name> is as follows:

1. Integrate your Incident Management Team into the <Agency/Jurisdiction> command structure.
2. The jurisdiction administrator will provide maps of the jurisdiction and will retain the following responsibilities:
  - Document damage caused by the fire by producing maps, photographs, and narratives detailing what damaged occurred. The jurisdiction administrator will provide property value information.
  - Document damage caused by state-mobilized resources, which should include photographic documentation. Initial notification of this type of damage shall be made to the jurisdiction administrator or their designee within 12 hours of the damage occurring.
  - Consult the county Fire Defense Board Chief and jurisdiction administrator or their designee before resources are demobilized.

Additional directions and considerations may include:

- How Incident Management Team logistics personnel will assist the jurisdiction with the jurisdiction's responsibilities for logistical support for mobilized resources,
- Responsibilities for situation reports to the jurisdiction administrator, Fire Defense Board Chief, county emergency manager, cooperating agencies, or others,  
Liaison and advisory responsibilities to county emergency management for evacuation planning and actions, and
- Providing information on fire cause, losses, and damages to assist the jurisdiction with its fire investigation and reporting responsibilities.

ATTACHMENT A

• Other directions:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Authority Having Jurisdiction: <Agency/Jurisdiction>

\_\_\_\_\_  
JURISDICTIONAL ADMINISTRATOR NAME

\_\_\_\_\_  
TITLE

In the event that I am not immediately available, my designated representatives will be:

\_\_\_\_\_  
1<sup>st</sup> AGENCY REP DESIGNEE

\_\_\_\_\_  
OFFICE

\_\_\_\_\_  
CELL

\_\_\_\_\_  
2<sup>nd</sup> AGENCY REP DESIGNEE

\_\_\_\_\_  
OFFICE

\_\_\_\_\_  
CELL

By my signature, I hereby delegate full authority and responsibility for managing the fire suppression activities within the framework of law and the direction provided herein.

\_\_\_\_\_  
AGENCY ADMINISTRATOR

\_\_\_\_\_  
OFFICE

\_\_\_\_\_  
CELL

By my signature, I hereby accept the delegated authority as described herein.

\_\_\_\_\_  
<INCIDENT COMMANDER>

This is to become effective

<Date> <Time>  
DATE AND TIME