Roadway Response Plan Process and Checklist

The following provides general guidance for developing a Roadway Response Plan (RRP). The level of detail, complexity, and scale should be determined by each administrative unit's needs and each incident's uniqueness. An RRP with multiple critical transportation corridors and high complexity could be placed in a Fire Management Plan (FMP) and intended for pre-season coordination, while an RRP developed for a specific wildland or prescribed fire with a single critical area of concern may not need the level of detail required with complex incidents. The RRP is an optional but important tool to help fire managers better prepare for situations where smoke could impair visibility and become a hazard to travelers. Preparing a unit-level RRP can be time well spent as they can be easily incorporated into prescribed fire plans or other wildland fire implementation plans, reducing risk and saving preparers of those plans considerable time and effort.

Step 1–Complete the Roadway Smoke Risk Assessment Process:

When roadways are subject to smoke impacts, the Roadway Smoke Risk Assessment Process is an essential part of every RRP (simple or complex) and should be completed. Its use can be independent of an RRP or indicate the need for an RRP. The Roadway Smoke Risk Assessment Process is composed of a series of steps to identify and assess roadway visibility conditions and risks. Each of the steps in the process can be used to determine trigger points for contingency planning and monitoring of conditions on a daily basis.

- ☐ If, after the process is completed, there is no or minimal risk of smoke impacts to roadways, no further action is required. However, the process must be performed continually until smoke poses no threat to roadways. Be sure to take steps for continual monitoring of smoke conditions (fire behavior, meteorology, air quality, roadway visibility).

- ☐ If results of the Roadway Smoke Risk Assessment Process reveal transportation routes likely to be at risk of smoke impacts, subsequent follow-up actions are needed:

    - Review the RRP for the area and implement identified actions.

    - If an RRP is not available, use the Step 2 checklist below to develop an RRP.

Step 2–RRP Development Checklist:

- ☐ **General Information:** Unit or wildland fire name and type (prescribed or wildfire), RRP completion date, and operational time frame (if applicable).

- ☐ **Specific Information**:

    Identify the actions pertaining to meteorology, modeling, monitoring, and messaging that are to be addressed:

    - o **Location of Potential Smoke Impacts:** Identify both general and specific locations where smoke and road hazards exist or are forecast. Provide road designations (numbers, names, etc.), mile-marker numbers, general areas, topographic features, intersections, etc. Unit-level RRPs may identify locations of historical smoke impacts to transportation routes. Use information from the Roadway Smoke Risk Assessment Process including the Roadway Visibility Forecast to identify potential impacts and provide the necessary information for decision support to mitigate hazards and respond to impacts.

    - o **Monitoring Requirements:** Use where, when and how information to help develop monitoring requirements related to potential locations, impacts, and identified MAPs.

- **Management Action Points (MAPs)**: Clearly outline thresholds or trigger points to implement risk mitigation actions when smoke impacts roadways.

- **Risk Mitigation Actions:** List mitigation activities required if MAPs are reached; include any special processes or procedures required to implement actions (roadway closure or sign placement process, etc.).

- **Permissions:** Obtain any permissions required to implement actions as necessary to meet public safety requirements (such as signs or guards for temporary traffic control operations).

- **Responsibilities:** Identify who takes identified actions (such as placing signs, monitoring, road guards, etc.), including making required notifications to authorities, communities, local and state governments, and others.

- **Notifications and Contacts:** Complete list of personnel as needed. For example, Incident Management Team (IMT) personnel, local and regional authorities, transportation departments, media, communities, and local city, county, state and/or tribal governments.

- **RRP Recipients:** List the personnel, authorities, contacts, etc., that the RRP should be provided to (include local or regional dispatch offices).

Signatures: The RRP should be approved and signed by the appropriate authority (for example, Plans Section Chief, Incident Commander, Agency Administrator, or points of contact, state agency, etc.).