



# MEMORANDUM OF UNDERSTANDING

between the

\_\_\_\_\_ FIRE DEPARTMENT  
and the

SOUTH CAROLINA FORESTRY COMMISSION

This memorandum made by and between the South Carolina Forestry Commission, an agency of the State of South Carolina, hereinafter referred to as the COMMISSION, and the \_\_\_\_\_, hereinafter referred to as FIRE DEPARTMENT.

## INTRODUCTION

Because of the intermingling of structures and natural cover fuels in unincorporated areas of \_\_\_\_\_ County, the objectives of the two above-named organizations are inseparable; i.e., to minimize the loss of life and property as a result of uncontrolled fire. Recognizing this, we, the undersigned, have arrived at the MEMORANDUM OF UNDERSTANDING for these primary purposes:

1. Provide for closest possible cooperation on mutual objectives
2. Prevent misunderstanding as to purpose and responsibilities of our respective organizations.
3. Make possible effective support between organizations.

To implement this program, the following information as to organization makeup is exchanged:

### FIRE DEPARTMENT: MUST BE COMPLETED (may attach separate pages as needed)

1. AREA COVERED: attach a narrative description and/or map
2. SOURCE OF FUNDS: List for example - tax district, donations, county funds, other sources
3. FACILITIES: LIST BY STATION
  - a. Equipment: kind and type of equipment/vehicles
  - b. Manpower: number paid vs. volunteers
4. TYPE ORGANIZATION (Volunteer, Subscription, Tax District, Municipal)
5. National Incident Management System NIMS compliant: YES \_\_\_\_\_ NO \_\_\_\_\_

### SOUTH CAROLINA FORESTRY COMMISSION

1. AREA COVERED: The state of South Carolina except for incorporated areas and federal lands not under specific agreement.  
Note: Equipment may be sent into incorporated areas upon request of the municipal fire department.
2. SOURCE OF FUNDS: State appropriations, supplemented by federal matching funds.
3. FACILITIES
  - a. Equipment - primary equipment is type 5 tractor/plow unit which may have a blade
  - b. Manpower - from 1-6 firefighters per county with additional personnel available as needed
4. RESPONSIBILITIES: To provide a statewide system of fire protection on all lands outside of corporate limits which support enough growth or have sufficient inflammable debris or grass to constitute, in the judgment of the COMMISSION, a fire menace to itself or adjoining lands.

**OPERATIONAL PROCEDURES**

In areas of mutual interest, we agree to the following operational procedures:

**1. DISPATCHING:**

- a. The COMMISSION will dispatch personnel and/or equipment to any known forest, brush, grass fire; to any fire of unknown character; or to any fire at the request of the FIRE DEPARTMENT.
- b. The FIRE DEPARTMENT will dispatch personnel to any known structure, building, residence fire; to any fire of unknown character; or to any fire at the request of the COMMISSION.

**2. COMMUNICATIONS:** Having knowledge of same, the COMMISSION will immediately advise the FIRE DEPARTMENT of any burning or threatened structure within the FIRE DEPARTMENT'S area of operation. (FIRE DEPARTMENT'S area of operation shown on attached map).

**3. MUTUAL ASSISTANCE:**

- a. Suppression - When both parties are at the same fire, unified command will be utilized as appropriate.
- b. Training - Each party agrees to participate in those portions of the other party's training program when such training could be mutually beneficial.
- c. Each party agrees to lend its support to fire prevention programs of the other party which will increase the public awareness of the hazard and destruction of fire and/or make the purpose of this Agreement possible.

*The South Carolina Forestry Commission and the USDA Forest Service prohibit discrimination on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9410, or call 202-720- 5964 (voice or TDD). The SC Forestry Commission and the USDA Forest Service are equal opportunity providers and employers.*

This agreement will be effective from the date of execution by the STATE FORESTER and will continue in force from year to year subject to any amendments which may be made hereof by mutual agreement of the parties, or unless terminated by either party by thirty (30) days written notice to the other, provided, however, that all of the provisions herein are complied with. This agreement should be updated every three (3) years to reflect any changes which may occur within the Commission or Fire Department.

**FIRE DEPARTMENT NAME:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 Street/Route/PO Box, etc. City State Zip

By: \_\_\_\_\_  
 Chairman of Board Witness

Date: \_\_\_\_\_  
 Witness

**SOUTH CAROLINA FORESTRY COMMISSION**

By: \_\_\_\_\_  
 State Forester Witness

Date: \_\_\_\_\_  
 Witness