

## **Chapter – 11**

### **Developing a Response to Wildfires**

#### **Introduction**

This chapter describes the program components required to develop and implement a response to wildfires.

#### **Purpose**

The Fire Management Plan (FMP) process and requirements may differ among agencies. However, for all agencies (BIA, USFS, BLM, FWS and NPS), a common purpose of a FMP is to provide decision support to aid managers in making informed decisions as ground conditions change and/or L/RMP need updating, in response to unplanned ignitions. The FMP includes a concise summary of information organized by FMU or units.

Strategic and Operational Elements for the DOI agencies are contained in FMP's. The strategic and operational elements describe how to manage applicable fire program components such as:

- Response to unplanned ignitions;
- Hazardous fuels and vegetation management;
- Burned area emergency stabilization and rehabilitation;
- Prevention;
- Community interactions and collaborative partnerships roles; and
- Monitoring and evaluation programs.

Each FMP should be updated as new information becomes available, as conditions on the ground and changes are made to the Land or Resource Management Plan (L/RMP). (Interagency Fire Management Planning Template, 2007).

#### **Policy Planning**

Every area with burnable vegetation must have an approved FMP. FMP's are strategic plans that define a program to manage planned and unplanned ignitions based on the areas approved L/RMP's. FMP's must provide for firefighter and public safety; include fire management strategies, tactics, and alternatives; address values to be protected and public health issues; and be consistent with resource management objectives, activities of the area, and environmental laws and regulations.

For complete historical interagency policy and implementation guidance, see [http://www.nwccg.gov/branches/ppm/fpc/archives/fire\\_policy/index.htm](http://www.nwccg.gov/branches/ppm/fpc/archives/fire_policy/index.htm) and [http://www.nifc.gov/policies/policies\\_main.html](http://www.nifc.gov/policies/policies_main.html).

## **Concepts and Definitions**

L/RMP's are documents prepared with public participation and approved by the agency administrator. It provides general guidance and direction for land and resource management activities for an administrative area. The L/RMP identifies the need for fire's role in a particular area and for a specific benefit. The objective in the L/RMP provides the basis for the development of fire management objectives and the fire management program in the designated area. (Guidance for Implementation of Federal Wildland Fire Management Policy, February 2009).

A Fire Management Unit (FMP) identifies and integrates all wildland fire management (both planned and unplanned ignitions) and associated activities within the context of the approved L/RMP. The FMP is supplemented by operations plans, including but not limited to preparedness plans, preplanned dispatch plans, fuels treatment plans, and prevention plans. FMP's assure that wildland fire management goals and objectives are coordinated.

FMU's are primarily developed in fire management planning to assist in organizing information in complex landscapes. The process of creating FMU's divides the landscape into smaller geographic areas to more easily describe physical/biological/social characteristics and frame associated planning guidance based on these characteristics. FMU's should be achieved through interagency efforts and interactions to facilitate common fire management across boundaries.

An FMU can be any land management area definable by objectives that set it apart from the management characteristics of an adjacent FMU (e.g., management constraints, topographic features, access, values to be protected, political boundaries, fuel types, major fire regime groups). The FMU may have dominant management objectives and pre-selected strategies assigned to accomplish these objectives. (See Guidance for Implementation of Federal Wildland Fire Management Policy (February 2009).

Wildland Fire is a general term describing any non-structure fire that occurs in vegetation and/or natural fuels including both prescribed fire and wildfire. Wildland fires are categorized into two distinct types:

- **Wildfires** – Unplanned ignitions or prescribed fires that are declared wildfires.
- **Prescribed Fires** - Planned ignitions.

### **Annual Operating Plan (AOP) and General Elements**

Agencies and Tribes, in conjunction with their cooperators, will develop a wildland fire AOP. This plan is documented in the FMP (see Chapter 3).

The AOP will be reviewed, updated, and approved prior to the western fire season. The plan may be amended after a major incident as part of a joint debriefing and review.

The plan shall contain detail specific procedures which will provide for safe, efficient and effective operations such as:

- **Mutual Aid** - There may be times when cooperators are involved in emergency operations and unable to provide mutual aid. In this case, cooperators may be contacted for assistance.
- **Command Structure** - Unified command should be used, as appropriate, whenever multiple jurisdictions are involved, unless one or more parties request a single agency IC. If there is a question about jurisdiction, fire managers should mutually decide and agree on the command structure as soon as they arrive on the fire; agency administrators should confirm this decision as soon as possible. Once this decision has been made, the incident organization should be relayed to all units on the incident as well as dispatch centers. In all cases, the identity of the IC must be made known to all fireline and support personnel.
- **Communications** - In mutual aid situations, a common designated radio frequency, identified in the AOP, should be used for incident communications. All incident resources should utilize and monitor this frequency for incident information, tactical use, and changes in weather conditions or other emergency situations. In some cases, because of equipment availability/capabilities, departments/agencies may have to use their own frequencies for tactical operations, allowing the "common" frequency to be the link between departments.

- It is important that all department /agencies change to a single frequency or establish a common communications link as soon as practical.
  - Clear text should be used;
  - Avoid personal identifiers, such as names; and
  - This paragraph in the AOP shall meet FCC requirements for documenting shared use of radio frequencies.
- **Distance/Boundaries** - Responding and requesting parties should identify any mileage limitations from mutual boundaries where “mutual aid” is either pay or non-pay status. For some fire departments, the mileage issue may not be one of initial attack “mutual aid,” but of mutual assistance. In this situation, you may have the option to make it part of this agreement or identify it as a situation where the request would be made to the agency having jurisdiction, which would then dispatch the fire department.
- **Time/Duration** - Responding and requesting parties should identify time limitations (usually 24 hours) for resources in a non-reimbursable status, and “reimbursable rates” when the resources are in a reimbursable status.
- **Qualifications/Minimum Requirements** and standards should be addressed in the AOP and is applicable to all the involved parties.

As per the NWCG memorandum Qualification Standards During Initial Action, March 22, 2004 and the PMS 310-1 *Wildland Fire Qualification System Guide*:

- The 310-1 qualification/certification standards are mandatory only for national mobilization of wildland firefighting resources;
- During initial action, all agencies (Federal, State, local and Tribal) accept each other’s standards. Once jurisdiction is clearly established, then the standards of the agency(s) with jurisdiction prevail;
- Prior to the fire season, federal agencies should meet with their State, local and Tribal agency partners and jointly determine the qualification/ certification standards that will apply to the use of local, non-federal firefighters during initial action on fires on lands under the jurisdiction of a federal agency;

- The Geographic Area Coordinating Group should determine the application of 310-1 qualification/certification standards for mobilization within the geographic area; and
- On fire where a non-federal agency is also an agency with legal jurisdiction, the standards of that agency apply.
- **Reimbursement compensation** shall be as close to actual expenditures as possible. This should be clearly identified in the AOP. Vehicles and equipment operated under the federal excess property system will only be reimbursed for maintenance and operating costs.
- The annual operating plan will be used to identify how the cooperators will share expertise, training, and information on items such as prevention, investigation, safety, and training.
- **Agency Review and Investigations** should describe processes for conducting agency specific reviews and investigations.
- **Dispatch Centers** will ensure all resources know the name of the assigned IC and announce all changes in incident command. *Geographic Area Mobilization Guides*, *Zone Mobilization Guides* and *Local Mobilization Guides* should include this procedure as they are revised for each fire season.
- **Fiscal Responsibility Elements that should be addressed in an AOP**
  - The level of communication required with neighboring jurisdictions regarding the management of all wildland fires, especially those with objectives that include **benefit**;
  - The level of communication required with neighboring jurisdictions regarding suppression resource availability and allocation, especially for wildland fires with objectives that include benefit;
  - Identify how to involve all parties in developing the strategy and tactics to be used in preventing wildland fire from crossing the jurisdictional boundary, and how all parties will be involved in developing mitigations which would be used if a wildland fire does cross jurisdictional boundaries;

- Jurisdictions, which may include State and private lands, should identify the conditions under which wildland fire may be managed to achieve benefit, and the information or criteria that will be used to make that determination (e.g., critical habitat, hazardous fuels and land management planning documents);
- Jurisdictions will identify conditions under which cost efficiency may dictate where suppression strategies and tactical actions are taken (i.e. it may be more cost effective to put the containment line along an open grassland than along a mid-slope in timber). Points to consider include loss and benefit to land, resource, social and political values, and existing legal statutes;
- Cost-sharing methodologies to be utilized when wildfire spreads to a neighboring jurisdiction;
- The cost-share methodologies that will be used should a jurisdiction accept or receive a wildland fire and manage it to create benefit;
- Any distinctions in what cost-share methodology will be used if the reason the fire spreads to another jurisdiction is attributed to a strategic decision, versus environmental conditions (weather, fuels, and fire behavior) or tactical considerations (firefighter safety, resource availability) that preclude stopping the fire at jurisdictional boundaries. Examples of cost-sharing methodologies may include, but are not limited to, the following:
  - When a wildland fire, being managed for benefit, spreads to a neighboring jurisdiction because of strategic decisions, and where fire is not wanted, the managing jurisdiction shall be responsible for wildfire suppression costs; and

When wildland fire precludes stopping at jurisdiction boundaries, cost-share methodologies may include 1) each jurisdiction paying for its own resources (fire suppression efforts are primarily on jurisdictional responsibility lands), 2) each jurisdiction pays for its own resources (services rendered approximate the percentage of jurisdictional responsibility, but not necessarily performed on those lands), 3) cost share by percentage of ownership, 4) cost is apportioned by geographic division, 4) reconciliation of daily estimates for large, multi-day incidents relies upon daily agreed to cost estimates, using Incident Action Plans or other means to determine

multi-Agency contributions. Reimbursements can be made upon estimates instead of actual bill receipts, or; 5) other cost sharing methodologies that are agreed upon by each jurisdiction can be used.

Note: For further information, refer to NWCG Memorandum #009-2009 Revisions to the Annual Operating Plans for Master Cooperative Fire and Stafford Act Agreements due to Implementation of Revised Guidance for the Implementation of Federal Wildland Fire Management Policy, April 13, 2009

- **Preplanned response to an incident**
  - Identification of geographic Preparedness Level;
  - Fire weather;
  - Identification of wildfire danger;
  - Process for assessing the appropriate response;
  - Identification of resources to respond to a given FMZ based on fire danger and weather;
  - Cooperator support and planned response; and
  - Communications procedures.
  
- **Emergency Operations (Fire/Non-fire)**
  - Agency and Regional notification;
  - Call-back procedures;
  - Evacuation of fire area;
  - Closing public/private roads;
  - Ordering additional personnel, equipment, aircraft;
  - Fire weather watch and red flag warning notification;
  - Temporary flight restrictions (TFR);
  - Aircraft pre-accident plan;
  - Utility company notification (power and gas);
  - Law enforcement dispatching procedures/requirements;
  - Hazmat/spill response notification procedures; and
  - Search and rescue.
  
- **Local Agreements should be maintained on file and reviewed annually with the respective cooperators.**
  
- **Communications**
  - Procedures for assigning/managing local radio frequencies;
  - A map of repeater sites/frequencies; and
  - Instructions for using local dispatch radio consoles, phones, computers, fax machines, paging systems, etc.

- **Weather**
  - Procedures for processing of weather observations via WIMS;
  - Daily posting and briefing procedures; broadcasts of fire weather forecasts to local fire suppression personnel;
  - Procedures for processing spot weather forecast requests and disseminating spot forecasts to the field; and
  - Procedures for immediate notification to fire suppression personnel of Fire Weather Watches and Red Flag Warnings.
  
- **Fire Danger** documents establishment and management of local unit fire weather system and incorporates fire danger modeling into local unit fire management decisions. The AOP should identify:
  - Responsible parties (e.g. station maintenance, data entry/ recording significant fire danger indices daily, updating and posting monthly seasonal trends of those values vs. average);
  - Fire danger rating areas (e.g. location, development criteria);
  - NFDRS thresholds and breakpoints (e.g. staffing levels, adjective ratings, preparedness levels, and indexes used for each);
  - Operational procedures; and
  - Fire Danger Pocket Cards.
  
- **Briefing** times, locations and frequencies are identified, for daily briefings. These time frames must be clearly specified in the local dispatch SOP. A method should also be identified for documenting briefings (time given, content of briefing, and person(s) conducting and receiving briefing).
  
- **Preparedness Levels** Identify general information relating to the local preparedness plan; procedures for identifying level; notification to management; dispatching roles and responsibilities at each preparedness level, etc.

Trigger points that will create a change in the Preparedness Level should be identified. Examples of common trigger points:

- Could be related to number/size of wildfires;
- Amount and type of resources available/committed, regional/ national fire situation;
- Condition of local fuels;
- Observed wildfire behavior; and
- Human-caused risk or predicted lightning activity level.

Specific actions should also be tied to each preparedness level, such as:

- Prepositioning of suppression resources (crews, engines, helitack, etc.);
- The activation of local MAC Groups;
- Making contacts with other agencies; and
- Hiring Call-When-Needed (CWN) aircraft, emergency rental equipment or EFF crews.
  
- **Aviation**
  - Ordering/scheduling requirements and procedures;
  - Special use airspace ;
  - Special use mission requirements;
  - Incident/accident reporting and documentation procedures; and
  - Flight management/tracking procedures.
  
- **Dispatch Center Staffing Plan**
  - Call-out procedures for additional personnel in emergency situations;
  - Designation of duty officer for dispatch center ;
  - Shift limitations and day off/Rest and Relaxation (R&R) policy; and
  - EFF hiring, etc.
  
- **Expanded Dispatch Plan**
  - Indicators for considering establishment of expanded dispatch;
  - Recommended organization and points of contact;
  - Overhead positions to order;
  - Location/facilities;
  - Equipment/supplies;
  - Support needs;
  - Procurement or buying unit team considerations; and
  - Service and supply plan, etc.
  
- **Administrative**
  - Funding;
  - Travel;
  - Time sheets; and
  - Fire reports, etc.
  
- **Accident/Incident**
  - Criteria/definitions;
  - Agency/Tribal notification and documentation requirements; and
  - Procedures for mobilization of critical incident stress debriefing teams, etc.

- **Medical Plan**
  - Activation/evacuation information;
  - Medical facility locations and phone numbers ;
  - Air and ground transport (Medevac) capability; and
  - Burn center information, etc.
  
- **Media Plan**
  - General procedures;
  - Notification requirements to Agency/Tribal external affairs personnel; and
  - Routing for media calls.

### Responding to Wildfires

The information in this section is documented in several guides such as the *NWCG Incident Response Pocket Guide* (NFES #1077), *NWCG Fireline Handbook* (NFES #0065) and *NWCG Guidance for Implementation of Federal Wildland Fire Policy*, February 13, 2009, which can be found at [http://www.nifc.gov/policies/policies\\_documents/GIFWFMP.pdf](http://www.nifc.gov/policies/policies_documents/GIFWFMP.pdf).

Wildland fire may be concurrently managed for one or more objectives and objectives can change as the fire spreads across the landscape. Objectives are affected by changes in fuels, weather, topography; varying social understanding and tolerance; and involvement of other governmental jurisdictions having different missions and objectives

Fires may be managed using different strategies, which should be outlined in L/RMPs. The strategies Full Suppression, Point Protection and Monitoring (Contain/Confine) can be used on any portion or all of a fire at any given time and different sections of the same fire may employ during the life cycle of a fire.

### Definitions

**Delegation of Authority** is a statement provided to the incident commander by the agency executive delegating authority and assigning responsibility. The delegation of authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed. Many agencies require written delegation of authority to be given to IC's prior to their assuming command on larger incidents. For Type 5, 4 or 3 fires a Superintendent should issue to their local IC's at the start of fire season. For Type 2 or 1 fires, it should be issued to the IC after the WFDSS Decision Document has been approved and published.

**Initial Response** is the immediate decision and actions taken to react to an ignition. These decisions and actions may include a management or initial decision to postpone taking action on the ground based on conditions, safety, and/or competing priorities.

**Initial Action** is the action taken by the first resources to arrive at a wildfire or wildland fire use incident. Initial actions may be size up, patrolling, monitoring, holding action or aggressive initial attack.

**Initial Attack (IA)** is a type of initial response that is an aggressive action to put the fire out consistent with firefighter and public safety and values to be protected.

IA typically occurs within one burning period. On human-caused wildfires Initial action will be to suppress the fire at the lowest cost with the fewest negative consequences with respect to firefighter and public safety.

Response personnel on WUI fires will take aggressive initial attack

- Initial Attack Operations are when resources take IA action on a wildfire and have a qualified IA Incident Commander as identified in NWCG Wildland Fire Qualifications Guide (PMS 310-1). The response may consist of one or more resources.

Upon arriving at the incident, the IC is responsible for documenting fire size-up information (IRPG, Fireline Handbook), including:

- Fire Name;
- Location;
- Terrain (slope, aspect, elevation);
- Position of fire on the slope;
- Size of fire;
- Fuel type;
- Anticipated control problems;
- Hazards/concerns;
- Fire behavior/spread potential;
- Values threatened;
- Weather conditions;
- Wind speed and direction;
- Resources on the fire;
- Resources needed, if any; and
- Cause (known, suspected, under investigation).

Incident Supervision and Management includes:

- Safety of firefighters and the public are the highest priority;
- Ensuring that all firefighting actions are in full compliance with the Ten Standard Fire Orders and mitigation of the applicable Watch Out Situations has been accomplished;
- Ensuring that arriving ground forces on Type: 3-5 wildfire incidents have positive and documented contact with appropriate incident management personnel and receive a briefing;
- Manage fatigue of personnel and ensure compliance with work/rest and length of assignment guidelines;
- Assign personnel to fireline positions for which they are qualified, as certified by their employing agency; and
- Monitor effectiveness of planned strategy and tactics. Immediately delay, modify, or abandon firefighting action of any part of a wildfire where strategies and tactics cannot be safely implemented.

Fire cause determination information includes:

- Note who reported the wildfire;
- Note people and vehicles in the vicinity of the wildfire;
- Weather conditions;
- Locate the wildfire origin and protect it from disturbance;
- Search wildfire origin for wildfire cause;
- Protect evidence;
- Photograph origin; and
- Provide notes, information and physical evidence to the responsible law enforcement representative, or make the notes part of the official fire record.

Operational Briefings provide information for Wildland fire personnel who may not always be familiar with local fuel and weather conditions, terrain, potential hazards, etc. Fire personnel not provided with information regarding the incident may be less effective, and safety may be compromised. Therefore, it is policy to brief all fire personnel who arrive at an incident, at the earliest possible time.

An Operational Briefing Checklist is shown in **Appendix 11-1**. This checklist contains the elements of a fireline briefing, as identified in the IRPG, to brief all incoming crews and personnel.

Spot Weather Forecasts shall be requested for wildfires that have potential for extreme wildfire behavior or exceeding IA, or are located in areas where Red Flag Warnings have been issued. The "Spot Weather Form" in **Appendix 11-2** represents a standard format for developing this information. For specific geographical information review the National Weather Service AOP's for that geographic area. Spot weather forecasts can also be requested electronically via the Internet at such websites as the National Fire Weather Page, [www.wrh.noaa.gov/firewx/](http://www.wrh.noaa.gov/firewx/).

The basic elements of a spot weather forecast are:

- Name fire or other project;
- Control agency;
- Request time and date;
- Location by Latitude and Longitude;
- Drainage name;
- Aspect;
- Fire Size;
- Elevation;
- Fuel type;
- Fire character (ground, crown);
- Current weather conditions includes:
  - Location;
  - Elevation;
  - Observation time;
  - Wind direction;
  - Wind velocity (eye level or 20 feet);
  - Dry bulb;
  - Wet bulb; and
  - Remarks.

Strategy and Tactics determine the IA actions and must be based on the main incident and management objective – providing for firefighter and public safety. There are other factors, including wildfire behavior (rate of spread, fuel type(s), flame length, etc.), which along with values at risk and wildland fire suppression resources available, often dictate which strategies and tactics should be used.

## Extended Attack (EA) Operations

EA is suppression activity for a wildfire that has not been contained or controlled by IA or contingency resources, and for which more firefighting resources are arriving, en route, or being ordered by the IA IC in order to meet the FMP or L/RMP's strategies and objectives for wildland fires in a given area. The typical duration for EA is 1 to 5 days.

Organization for extended attack operations is necessary when complexity levels exceed initial attack capabilities. The appropriate ICS positions should be added to the command staff, commensurate with the complexity of the incident. If specific ICS organizational issues are not addressed at an early stage of EA, actions can overwhelm an IA IC.

The Organizational Needs Analysis will replace the WCA. The Organizational Needs Analysis is part of the WFDSS Decision Document and will need to be developed to assist the manager in determining the appropriate management structure to provide for safe and efficient fire suppression operations. The Decision Document includes a Risk Analysis that must be completed before the Decision Document can be available for a 'Reviewer' or 'Approver'

Consider using a unified command structure in all multi-jurisdiction incidents.

***Note: WCA is no longer in use. NWCG approved the "Organizational Needs Analysis" as a replacement for a WCA.***

An Organizational Needs Analysis has been prepared to replace the Incident complexity analysis. NWCG determined has adopted this new process as a replacement for the Type 1-3 Incident Complexity Analyses. The Organizational Needs Assessment assists personnel with evaluating the situation, objectives, risks, and management considerations for a complex incident and helps determine the appropriate organization necessary to manage the incident. The Organizational Needs Assessment will be incorporated into the Wildland Fire Decision Support System and is accessible at [http://www.wfmrda.nwcg.gov/reference\\_&\\_guidance.php](http://www.wfmrda.nwcg.gov/reference_&_guidance.php).

The Organizational Needs Analysis is made of four parts: Relative Risk Assessment, Implementation difficulty, Decision concerns and Guidance. Each part is composed of input variables. The input variables are combined and plotted in a chart. The value for each part is combined in the fourth part to give a ranking of the relative risk. The four charts for Relative Risk can be found at [http://www.wfmrda.nwcg.gov/docs/NWCG042-2010\\_Attachment%20A\\_Organizational%20Needs%20Assessment%20-%20Process%20and%20Directions%20for%20Use\\_2010\\_12\\_06.pdf](http://www.wfmrda.nwcg.gov/docs/NWCG042-2010_Attachment%20A_Organizational%20Needs%20Assessment%20-%20Process%20and%20Directions%20for%20Use_2010_12_06.pdf).

**Relative Risk Assessment** is made of the following four parts:

Value Assessment composed of ecologic (vegetation, wildlife species and their habitat, air and water quality, soil productivity and other ecologic functions), social (life, cultural and historical resources), and economic (property and infrastructure, natural and cultural resources, recreation and tourism opportunities) effects that could be lost or damaged because of a fire. Inputs for Value Assessments are:

- Natural/Cultural Resource/Infrastructure includes habitat or populations of threatened, endangered, or sensitive species, water quality, erosion concerns and invasive species. Infrastructure includes potential impacts to property, business, and costs to repair or replace sediment catchments, wildlife guzzlers, corrals, roads, culverts, power lines, domestic water supply intakes, and similar items;
- Social/Political Concerns – The risk of the fire, or effects of the fire, impacting the social or economic concerns of an individual, business, community or other stakeholder involved with or affected by the fire. Social concerns may include degree of support for the wildland fire program or resulting fire effects, potential consequences to other fire management jurisdictions, impacts to tribal subsistence or gathering of natural resources, air quality regulatory requirements and public tolerance of smoke; and
- Location of Fires to value - Distant, moderate or adjacent to values at risk.

Hazard Assessment is the hazard in wildland fire, made up of conditions under which it occurs and exists, its ability to spread and circulate, the intensity and severity it may present and its spatial extent. Hazard Assessment is made up of:

- Current fire behavior – The current fire behavior or that most recently observed;
- Departure from historic conditions – a measure of ecological functions at risk based on changes in vegetation; and
- Potential fire size – The potential fire size by the end of the season in comparison to historical fire occurrence.

Probability Assessment refers to the likelihood of a fire becoming an active event having potential to adversely affect values.

- Current Time of Season – The current time in relation to the historical fire season;
- Seasonal Severity – a measure of the potential burning conditions as expressed by factors such as energy release component (ERC), drought status, live fuel moistures, dead fuels moistures, soil moisture, steam discharge and similar types of measures; and
- Barriers to Fire Spread – A measure of the natural defensibility of the fire location and an indication of degree of potential mitigation actions needed.

Relative Risk – Plot relative risk by connecting the left and right variables with a line. At the top of the chart, select the appropriate value; follow the line beneath this value down to its intersection with the line connecting the left and right variables. Read the implementation difficulty from the background area. Take the implementation difficulty rating as inputs to Part 4.

**Implementation Difficulty** is derived from the following inputs:

- Potential Fire duration – The estimated length of time that the fire may continue to burn in comparison to historical fire durations and amount of fire season available for a given area. This will vary by geographic area and time of season;
- Functional Concerns – Indicates any special incident management functional concerns associated with the specific situation surrounding the fire; and

- Course of Action – The selected course of action as reflected by its level of on the ground management activity, principal type of response, potential firefighter exposure, and periodic assessment frequency. Management responses may range from monitoring to direct perimeter control or combinations.

**Decision Concerns** are derived from the following inputs:

- Objective concerns – relates to how difficult the objectives are in terms of clarity, ability to accomplish, agreement among cooperators, what management requirements are involved, and if the objectives involve a single focus or present a multiple focus that may be subject to shifting emphasis over time. Concerns over objectives may affect the Agency Administrator's ability to formulate a management decision and may affect how difficult that decision will be to implement;
- Ownership concerns – involves how much difficulty is added to the decision process due to ownership, management direction, cooperative efforts and decision making, and if disagreements over policy, responsibility, and management response increase the difficulty; and
- External Influences – this concern area provides for other Agency Administrator concerns that must be factored into the decision making process from external influences, including; cooperators, publics, media, political sources, air quality, and the level of attention that the specific fire situation may rise to (i.e., local, regional, national). External influences must be considered as they may represent highly dominant concerns and drive decisions regardless of other decision support information.

### **Organizational Needs Assessment**

- Input the respective values from previous charts to this chart;
- Connect the implementation difficulty value and the decision concerns values with a line; and
- At the top of the chart, select the appropriate value for the relative risk rating, than follow the line beneath this value down to its intersection with the line connecting the left and right variables. Read the organizational needs assessment recommendation from the background area where the intersection occurs.

## **Wildland Fire Situation Analysis (WFSA)**

WFSA was replaced as of October 1, 2009, and WFDSS will be used by all BIA Fire Programs.

## **Wildland Fire Decision Support System (WFDSS)**

WFDSS is a decision making process which an AA or representative describes the situation, evaluates the expected effects, establishes objectives and constraints for the management of the incident, selects an appropriate alternative, and documents that decision.

WFDSS is structured to provide access to a suite of decision support analysis tools, document fire management decisions, and provide a long term operational plan as needed. WFDSS is endorsed by the Wildland Fire Leadership Council and NWCG. WFDSS is designed to:

- Support the Federal Wildland Fire Policy implementation guidance update (2009); and
- Replace the Wildland Fire Situation Analysis, the Wildland Fire Implementation Plan, and the Long-Term Implementation Plan (used on a limited basis in Indian Country).

WFDSS is constructed as a web-based system but can also generate a variety of standard or custom reports. The Decision Analysis Report (DAR), commonly known as Decision Document (DD) represents the compilation of all WFDSS subsection information into a single report that becomes the formal decision documentation for the incident.

Effective April 1, 2009, agency administrators have authorization to use the WFDSS decision analysis process and the DD, for extended attack and large fire unplanned wildland fires. Agency/Tribes may choose to enter all small fires into WFDSS or not. See below for DD development requirements.

All users, Tribal and Agency, need to complete annual security training and establish a profile through their BIA GA Regional Editor. The annual training is accessed through DOI LEARN.”

Line Officers must have a profile of ‘Viewer’, as a minimum, to be assigned as “Approver’ for individual incidents, and to electronically ‘sign’ the Decision Document”.

“Decision Document (DD) development including Incident Requirements and

Objectives, Relative Risk Assessment, identified values at risk, Operational Needs Analysis, and Line Officer rationale will be entered when fire moves into extended attack, large fire, and/or when the wildfire requires a change in how the fire is to be managed. (IE. Type 3, 2, or 1 Incident Management fires).

- **Example 1:** Preplanned response is to catch the fire during the first burn period of Initial Attack (IA). The IA resources are successful to halt the fire's growth, but have 3 to 5 days of mop-up until the fire is declared out. No data entry in WFDSS is required.
- **Example 2:** Same preplanned response as Ex 1. A similar fire keeps spotting and escaping from a portion of the line into the second day (Extended Attack). The fire becomes a type 3 incident, and the fire needs to be entered into WFDSS and a Decision Document developed.
- **Example 3:** Same preplanned response as Ex 1. A similar fire grows rapidly and Type 2 or 1 IMT is ordered (Extended Attack to Large Fire). Enter fire into WFDSS and develop a Decision Document for distribution at the Team in-briefing. A separate Delegation of Authority from the Line Officer to the Incident Commander should reference the WFDSS DD, not duplicate information from the DD.
- Incident Requirements and Objectives would be entered when fire moves into extended attack, large fire, and/or when the wildfire requires a change in how the fire is to be managed.

The following is clarification of what is expected under WFDSS, which is a similar logic process used in WFSA. All fires exceeding initial response will have an approved decision documented within the WFDSS system.

- Type 3, 2 and 1 wildfire will be entered into the WFDSS.
- "Those fires burning on to Trust lands from another federal fire management agency (USFS, BLM, NPS or USFWS) should be entered **initially** by the originating agency, not BIA Agency/Tribal. **"Once a fire(s) poses a 'Threat to Trust', or suppression actions are done from Trust Land, the threatened Agency personnel must be given "Ownership" privileges in the WFDSS incident to be allowed to input their own incident objectives and requirements for the development of the next Decision Document to be published.**
- Wildfires burning on to Trust lands from State and local lands will be

entered into WFDSS by the receiving BIA Agency/Tribal unit, if they have not been entered by another Federal agency or State, with the true Point of Origin and Discovery Date being entered. When these incidents are created in WFDSS, the Responsible Unit Name at Point of Origin will not be the BIA Agency/Tribe. However, the BIA Agency/Tribe will be selected as at least one of the Responsible Agency(s) in addition to other.

- For fires being consolidated into a complex and covered under one Decision Document, a new FireCode with all the individual fires in the complex must be created for the complex fire name. In addition, each individual wildfire should be entered individually into the WFDSS and tracked with appropriate Latitude/Longitude, contain, confine, control date and time information to document origins of all the fires in a complex.”
- Applicable fire-related resource management objectives and management requirements from the BIA Agency/Tribal Management Policies, as well as from a General Management Plan, Land or Resource Management/Stewardship Plan and FMP, will be migrated into the WFDSS via the DATA Management Tab. This information will reflect the management objectives for wildland fire as stated in FMP and supporting NEPA documents.
- Every wildland fire decision will consider the development of protection objectives which also provide for safety of firefighters and the public and minimize the loss of, and damage to, property, cultural and natural resources.
- WFSA's, WFIP's, and LTIP's are no longer acceptable fire documentation options.
- WFDSS does not replace ICS-209 and Situation Reporting Systems. Agency/Tribes will continue to follow National, GACC, and/or guidance for WFMI fire reporting within these systems.

Decisions in WFDSS are approved and published by the appropriate line officer as defined in the table below. Incident privileges must be assigned within WFDSS by incident author(s) to designate the approver. During the approval process, prior to publishing a decision, the timeframe for periodic assessment can be set (1-14 days).

**Only BIA line officers, or their BIA employee acting with wildland fire knowledge, can be an “Approver” for WFDSS Decision Document developed for Trust Lands. Another federal agency line officer cannot be delegated authority to be an “Approver” in WFDSS for decision concerning Trust Land. This means incident privilege must identify multiple ‘Approvers’.**

Fires that are expected to exceed 5 million dollars will require the Regional Director, or acting, to be the ‘Approver’ in the WFDSS Decision Document. Fires expected to exceed 10 million dollars will require the National Director, or acting, to be the ‘Approver’ These estimated dollar thresholds apply to all fires that start on Trust lands, or the portion of a fire that burns on Trust lands under a cost share agreement. “

### DOI WFDSS Approval Requirements

Cost Estimate <sup>1</sup>	WFDSS Approval
Less Than \$5 Million	Agency Superintendent, Park Superintendent, Field/District/Refuge Manager
\$5 Million - \$10 Million	State/Regional Director <sup>2</sup>
Greater Than \$10 Million	National Director <sup>2</sup>

## USFS WFDSS Approval Requirements

Incident Type	USFS Approval
Type III, IV, V	District Ranger level with oversight by the Forest Supervisor
Type II	Forest Supervisor level with oversight by the Regional Forester
Type I	Regional Forester level with National oversight <sup>3</sup>

<sup>1</sup>**DOI-** Cost estimate should be based on proportionate agency share of the total estimated cost of the incident. For example, on a Type 1 \$20 million fire that is 98% FS, 1% BLM, and 1% NPS, the USFS National Director and the BLM and NPS local agency administrators would be the certifying officials in a jointly published WFDSS decision.

<sup>2</sup>**DOI-** State/Regional Directors and National Director may delegate WFDSS approval authority as per agency policy.

<sup>3</sup>**FS-** This authority may be delegated to the next level provided that agency administrator at the lower level meets the certification.

Once the financial scale of the fire has been determined, the Superintendent, or the Regional Director, should become a “Reviewer” of a Decision Document being approved at the next higher level.

Only an electronic signature from an “Approver” is a valid action for the Decision Document. Therefore, there is no longer a need for the certification process which was used in WFSA.

It is imperative that a decision be reviewed carefully! Once approved and published, a decision becomes a system of record and all WFDSS users can view the information. Additionally, the action CANNOT be undone. If there is an error in the information, or new information is added for documentation or update (i.e. fire behavior, Management Action Points) a new decision must be made to permanently update the record.

## **Periodic Assessment**

The Periodic Assessment must be completed by the designated approver at the time frame set during the publication process. Where multiple "Approvers" have been identified, communication between all "Approvers" should occur to agree on the number of days for the next assessment, and that the majority stakeholder in the incident should be the one to electronically sign if the current published decision is still valid or not.

The WFDSS application only needs any one of the multiple "Approvers" to validate the periodic assessment. Currently, the automatic email for the periodic assessment is sent to the last time stamped "Approver" that approves the Decision. If a Line Officer is also identified as an "Owner" for an incident as well as an "Approver," they will get an email notice that a PA is due. However, the email to "Owners" does not have the direct link that takes the final "Approver" directly to the decision area of the WFDSS application.

Timeframes can be set 1-14 days depending upon the complexity and status of the incident and the Line Officer can request a reminder email for the morning when the next assessment is due.

It is beneficial to document clear, concise information about the incident when completing the periodic assessment as this information will be part of the decision record.

- It is a way for someone to gather situational awareness of the incident and should be useful information not only during the incident but for years to come when looking back at the incident.
- It is especially pertinent because it will outline your thought process and reasons for either continuing a current decision or requiring a new decision.

For additional information refer to <http://wfdss.usgs.gov>, or call the WFDSS HELPDESK (866) 224-7677, (press 0 for WFDSS) or 360-326-6002 for general questions, Decision Document assistance, and password issues.

After hours support can be reached by pressing #2 in the automated menu to reach a duty officer, who will contact a WFDSS technician for more detailed issues.

The National Fire Decision Support Center (NFDESC) is for FSPRO Long Term Fire Probability and RAVAR support.

## **Large Fire Operations Definitions**

A Large Fire, with regard to “developing a response to wildfires,” are fires which are greater than the local unit’s capabilities to manage under a Type 3 IMT. For statistical purposes, a large fire is 300 acres or more.

Long Term/Duration Fires which will be managed under a Type 3 IMT, can be expected to last more than 3 to 7 days before declared out. An average, typical time duration for Long Term Fires is up to three (3) months.

### **FLAME ACT (See Chap. 10)**

### **Large Fire Cost Reviews (See Chap. 10)**

### **Wildland Urban Interface (WUI) Firefighting**

WUI fires occur where community defined values, structures, watersheds, roads and highways, power and gas lines, or other community resources intermingle with wildland fuels, and may be threatened by wildfires.

Wildfires in these areas are often multi-jurisdictional and multi-agency. This complexity combined with the wildfire, public safety, increased media attention, political pressures, and other factors, may combine to overwhelm a normal size-up and decision-making process. The potential exists in areas of WUI for extremely dangerous and complex fire burning conditions.

**By Policy, the operational role of the BIA in the WUI is wildland firefighting, hazardous fuels reduction, cooperative prevention and education, and technical assistance.**

- Structural fire suppression is the responsibility of Tribal, State, or local governments. BIA managers and supervisors will not knowingly place BIA wildland firefighters in positions where exposure to noxious gases or chemicals would require the use of self-contained breathing apparatus. Cooperative agreements will not commit Agency personnel to suppression or other all-risk response activities outside of the guidance provided below. Preparedness and Suppression funding is not to be used in structural fire suppression activities.

Structure, vehicle, and dump fire suppression is not a functional responsibility of BIA wildland fire resources. These fires have the potential to emit high levels of toxic gases, for which BIA wildland firefighters are neither trained nor equipped. BIA firefighters will not take direct suppression action on structure, vehicle, or dump fires.

BIA firefighters will not be dispatched to structure, vehicle, or dump fires unless there is an immediate and significant threat to lands and resources that are under BIA protection. This policy will be reflected in suppression response plans.

Should BIA firefighters encounter structure, vehicle, or dump fires, firefighting efforts will be limited to areas where the fire has spread onto BIA protected lands, and only when such actions can be accomplished safely and with no exposure to smoke emitted from the fire. Structure protection will be limited to exterior efforts, and only when such actions can be accomplished safely and in accordance with established wildland fire operations standards.

BIA fire managers should avoid giving the appearance that their wildland fire firefighter's resources are trained and equipped to perform structure and vehicle fire suppression.

- Emergency Medical Response is not a functional responsibility of BIA wildfire suppression resources. BIA wildland fire firefighters are not trained and equipped to perform emergency medical response duties, beyond providing stabilization and transport for injured crew members, and should not be part of a preplanned response that requires these duties. Local fire and emergency medical services have the functional responsibility for these types of responses.

BIA fire managers should avoid giving the appearance that their wildland fire firefighters are trained and equipped to perform emergency medical response.

- Hazardous Materials exposure is always a potential for wildland firefighters, while performing their jobs. Hazardous materials or waste may be found on public lands in a variety of forms, e.g., clandestine drug lab waste, mining waste, illegal dumping, and transportation accidents.

BIA employees that discover any unauthorized waste dump or spill site that contains indicators of potential hazardous substances should take the following precautions:

- Treat each site as if it contains harmful materials;
- Do not handle, move, or open any container, breathe vapors, or make contact with the material;
- Move a safe distance upwind from the site; and
- Contact appropriate personnel. Generally, this is the Hazardous Materials Coordinator for the BIA area.

## **Fuels Management and Hazardous Fuels Program Planning and Implementation**

The exclusion of Chapter 16, Hazardous Fuels Management, and Chapter 17, Hazardous Fuels Program Planning and Implementation Guide, is indefinite. The national and interagency policy guides for the hazardous fuels programs are contained in the following guides and handbooks:

- *Interagency Prescribed Fire Planning and Implementation Procedures Reference Guide 2006;*
- *BIA Fuels Management Program Supplement to the Interagency Prescribed Fire Planning and Implementation Procedures Reference Guide 2008; and*
- *BIA Fuels Program Business Management Handbook, February 2006.*

Exclusive use of these handbooks and guides enhances intra and inter-agency program continuity, avoids duplication, reduces the chances to misinterpret policy and provides one stop shopping for the fuels programs policy in a fire management and political environment where changes occur frequently. Please call the Assistant Director, Fire Use and Fuels, and Fuels, Deputy Fire Use and Fuels for more information.

### **Use of Wildland Fire Approvals at Planning Levels 4 and 5**

Each Agency/Tribe must complete the Department of the Interior, BIA Preparedness Level 5 Prescribed Fire Form to request permission to implement a prescribed fire during National Preparedness Level 4 and 5.

This information is referenced in the *2012 National Mobilization Guide*, Chapter 20, pages 50-53. (<http://www.nifc.gov/nicc/mobguide/index.html>).

### **Preparedness Level 4**

Prescribed fire (Rx) applications can be initiated or continued if the proposed action is approved by an agency at the Regional or State Office level. The approval must be based on an assessment of risk, impacts of the proposed actions on Area resources and activities, and include feedback from the GMAC. The GMAC provides information or perspectives to agencies wishing to proceed with or implement a prescribed fire application. The final decision to implement resides with the implementing agency.

**Preparedness Level 5**

Rx applications can be initiated or continued if the proposed action is approved by an agency at the Regional or State Office level and local resources are available to carry out the application without additional outside resource needs. This approval must be based on an assessment of risk, impacts of the proposed actions on Area resources and activities, and include feedback from the GMAC. The GMAC provides information or perspectives to agencies wishing to proceed with or implement a Rx application. For Rx applications to be initiated or continued, that requires additional support of resources from outside the local unit or require resource ordering of an IMT or WFMT, a National MAC representative must assess risk and impacts of the proposed action and present to NMAC for review prior to proceeding. The final decision to implement resides with the implementing agency.

For Rx applications to be initiated or continued that require additional support of resources from outside the local unit or require resource ordering of an IMT, a National MAC representative must assess risk and impacts of the proposed action and present to NMAC for review prior to proceeding. The final decision to implement resides with the implementing agency.

Approval by NMAC requires requests to be submitted no later than 0700 hours MST, on the day of the proposed ignition (preferably sooner). Ideally, a project request would be placed at 0700 Monday for projects that can be ignited and placed in patrol status by the following Monday, at which time new requests are submitted. The Regional Fuels Specialist should precede the written request with a courtesy call, providing as much lead time as possible.

Keep project requests brief. The concurrence form contains the essential information necessary for the NMAC to approve your request. They do not have time to review several pages of attached information.

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**APPENDIX 11-1  
Operational Briefing Checklist**

1. Incident Status	Location		
Size	Jurisdiction		
Hazards			
2. Incident Site	Forest/Grassland/etc.		
General Health			
Terrain			
3. Fuel Conditions	Live Fuels		
1-hour	10-hour	1000-hour	
Important Indices			
4. Weather Conditions:	Current: air temp wind speed direction RH		Forecasted: air temp wind speed direction RH
5. Command/Control	Incident Commander		
Resources on Incident			
Resources Ordered			
Communications			
Reporting Procedures			
Key Radio Frequencies COMMAND:	TACTICAL:		AIR TO GROUND:
6. Fire Behavior	Current	Forecasted	
7. Aviation	Aircraft		
Hazards			
Restrictions			
8. Other			

### Operational Briefing Checklist Guidelines

1. Incident Status - Provide the location (Township, Range, Section, lat./long.), estimated size, jurisdiction, and known hazards such as power lines, hazmat sites, poor driving conditions, etc.
2. Incident Site - Provide basic information about the site, including biome (forest, woodland, shrub steppe, etc.) Include general state of health, such as over mature, 70 percent insect infested, large areas of blow-down, flashy fuels, etc. Also, provide general sense of terrain, such as large relief with 60 percent slopes.
3. Fuel Conditions - Provide best estimates of live, 1-, 10- and 1,000-hour time-lag fuel moisture contents, and important NFDRS indices as they relate to fire behavior and appropriate suppression actions.
4. Weather conditions - Provide current observations (including wind speed and direction, air temperature, and relative humidity) and predicted or Spot Weather Forecasts. Emphasize Fire Weather Watches and Red Flag Warnings. (The IC should work in conjunction with dispatch to obtain and relay site weather conditions.)
5. Command and Control - Provide the name and radio frequency of the incident commander (or appropriate general staff) for contact on arrival. Also describe the appropriate method of reporting (checking in), the general communications procedure, and key radio frequencies.
6. Fire behavior - Provide best estimates of rate of forward spread, direction of spread, and approximate flame lengths. Include important facts on recent fire behavior.
7. Aviation - Provide important information relating to number and types of aircraft operating in the area, including agreements, restrictions, or airspace closures.
8. Other - Add additional information that would improve efficiency without compromising safety.

Note: Some items on the briefing checklist may not be applicable. For example, a discussion on 1,000-hour time-lag fuels may not be necessary if such fuels do not exist on or adjacent to the incident site.

**APPENDIX 11-2  
Spot Weather Forecast Request**

Prior notification and burn plan information (prescription and map) provided to fire weather forecaster. Yes (fill in 1-4 and skip to 12) No (complete entire form and contact fire weather forecaster)											
1. Time of Request		2. Date		3. Name of Fire or Project					4. Control Agency		
5. Type of Project		6. Location (Sec - Twp - Range or LAT/LON)				8. Exposure (NE, W, SW, etc.)				9. Size (acres)	
		7. Drainage Name					10. Elevation				
							Top		Bottom		
11. Fuel Type: Grass Brush Timber Slash Other											
Cover Type: Grass Brush Timber											
< Weather observations from project and/or remote automated weather station(s): (enter name/ID)											
Place	Elevation	Ob Time	20 ft Wind		Eye Level		TEMP		± Moisture		Remarks (Indicate rain, thunderstorm, etc.)
			Dir	Speed	Dir	Speed	Dry	Wet	RH	Dp	

13. Send Forecast to: Attn Via Forecast needed by day/hour	
14. Planned Ignition Time (day/hour)	
Requested Forecast Period  0-12 hours  0-24 hours  0-48 hours  3-5 day outlook  6-10 day outlook  Other Period (define start and end period, date/time)	Forecast Elements (general outlook only provided after 48 hours):  Weather Discussion  Sky/Weather  Temperature  Relative Humidity  20 foot Wind (include wind shifts)  Ridge Wind  Eye level Wind (include wind shifts)  General Transport Wind  General Mixing Depth (MSL or AGL)  Haines Index or other stability  Inversion (depth and duration) parameter  Chance of Wetting Rain/Precipitation  Transport Winds                      Duration  Dewpoint  Other (specify)
Anticipate additional forecasts for this burn                      Yes                      No Please provide feedback information about the quality of the forecast.	

## Spot Weather Forecast Request Form Instructions

1. Time forecast requested
2. Date forecast requested
3. Name of fire or prescribed burn
4. Control (Responsible) Agency
5. Type of project Wildfire, Prescribed Burn, HAZMAT, Spraying, Search and Rescue, etc
6. Location, use section/township/range or latitude and longitude
7. Drainage, nearest stream, or river
8. Exposure, direction unit or project faces
9. Size, in acres
10. Elevation, provide elevations of top and bottom of unit in feet
11. Provide fuel and cover type
12. Site observations are necessary. If a RAWS is being used provide the name or number and where it is located in relation to the burn. If observations are being taken on site enter them in the boxes provided.
13. Who the forecast is to be sent to and how is it to be sent. Be sure to provide phone numbers. When is the forecast needed by.
14. Time of ignition
15. Check the boxes of the periods the forecast is to cover. Exp., if a forecast for the next 48 hours is needed check the 3rd box. If an outlook for 3-5 and 6-10 days is also needed the next 2 boxes should be checked. If only a 12 hour forecast is needed the 0-12 hour's box would be checked. If special time periods are needed, such as specific hourly forecasts, check other period and explain.
16. These are the elements that can be included in the forecast. Check those that are needed.

**APPENDIX 11-3**  
**Delegation of Authority: Type 3, 4 & 5 Incidents**

Name: \_\_\_\_\_

For calendar year 2013, I have delegated the following authority and responsibility for the management of Initial and Extended Attack fires to which you may be assigned as Incident Commander. You may receive a supplement to this document for extended attack, Type 3 Incidents.

As Incident Commander, you are accountable to me for the overall management of any incident to which you are assigned. I expect you to adhere to relevant and applicable laws, policies, and professional standards. While suppression of fire is your primary task, providing for firefighter and public safety is your first and highest priority.

As an initial or extended attack Incident Commander, I expect you to:

- Follow the “10 Standard Firefighting Orders” as your rules of engagement and that you disengage from suppression actions should you find one or more of the rules violated. Re-engage only when you have ensured you are in compliance with the orders.
- Ensure mitigation of any of the “18 Situations That Shout Watch Out” where they occur.
- Continually evaluate the effectiveness of the strategy and tactics on your incident. If they are ineffective or unsafe, I expect you to disengage, evaluate, adjust your plan, and reengage to the extent appropriate to your qualifications and experience. Use the Risk Management Process in the Incident Pocket Response Guide to aid you in this process.
- Maintain command and control of all resources assigned to your incident. Periodically review your span of control to insure complexity is within your comfort level and qualifications.
- Maintain communications with Fire Com or PICC and relay all pertinent fire information and updates through them as outlined in the Annual Operating Plan.

- Use the tools given to you by the Agency to guide your efforts in Fire Management (Incident Pocket Response Guide, Size up and IC To-Do list, Pocket card, Fireline Handbook, & Minimum Impact Suppression Tactics guidelines).
- Ensure all personnel on your incident are qualified for the positions they are performing. I encourage you to use trainees but only when a qualified individual supervises them.
- Manage fatigue and ensure firefighters comply with BIA work/rest guidelines. Insure all personnel are provided a 2 for 1 work rest ratio. That you ensure drivers whose assignments require a CDL are limited to 10 hours of driving time in a 15 hour duty day with 8 hours off between shifts. Document the actions you take to monitor work rest and insure you are in compliance with guidelines (use the field fire report form). If you feel it is necessary to exceed 16-hour shifts on extended attack fires, coordinate with your zone FMO for justification, mitigation, and line officer approval.
- Personally inspect and document your fire for safety and health hazards and notify Fire Com or PICC when inspections have been completed.
- Make positive contact with and provide a briefing to all arriving resources on your incident. Use the briefing format provided in the Incident Pocket Response Guide for this purpose.
- Be considerate of cooperating agency's policies when assisting in fire suppression on other protected lands.
- Communicate with your FMO and Fire Com or PICC on any fire issues related to potential hazards and/or threats to the recreating public.
- Be cost efficient while attempting to minimize resource loss, including damage from fire suppression.
- Never compromise firefighter safety or public protection in your efforts to follow guidelines for the protection of Threatened and Endangered Species (TES), or protection of archeological resources. Select strategies and tactics that provide for firefighter and public safety first. Protection of TES is a secondary goal.
- Plan for and make a smooth transition between Incident Commanders and/or Initial and Extended attack organizations should it be necessary.

This includes communication to all fireline personnel and Fire Com or PICC of any changes in IC's name and timelines for transition.

- Hold yourself and those you supervise accountable for the work they do. I expect you to complete performance evaluations for all off forest resources you supervise.
- Submit to your FMO (within 7 days of the fire being declared out) your fire report with the following forms: Complexity Analysis/Risk Assessment, Briefing Checklist, Unit Log documenting compliance for Safety and Health Hazards, Justification and Approval for any shifts exceeding 16 hrs., Individual Performance Evaluations and Crew Evaluations for any out of area resources, and the fire site inspection record (if applicable, Appendix D Blue Book) from the Agency Administrator.

The Superintendent's representative for Fire Management is the FMO. FMO, or acting, is responsible for coordinating with the Superintendent to set priorities and coordinate suppression actions.

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Superintendent  
BIA – XXXXXXXX Agency

Date

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Incident Commander

Date

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