 **Bureau of Indian Affairs**

**Wildfire Prevention Program Review Report**

**[*BLANK*] Region**

**[*BLANK*] Agency/Tribe**

**Date: [*BLANK*]**

# Review Summary –

A program review was conducted according to BIA policy for the **[*BLANK*]** Agency/Tribe/Nation Wildfire Prevention Program on **[*BLANK*]**. This review report identifies commendations, issues, and an improvement plan based on that review.

The team consisted of **[*BLANK*]** team leader **[*BLANK*]** ,Regional Fire Management Officer; **[*BLANK*]**  Agency Superintendent; and, **[*BLANK*]** Prevention Staff.

The newest version of the checklist was used.

The overall impression from this review is that the program is performing **[*BLANK*].**  The results are separated into “Commendations”, “Issues”, and “Concerns”. Issues are relatively minor items that addressing will improve the delivery of the program. Concerns are more significant items that if left unaddressed could detract from the program or reduce its effectiveness. The “Issues” will be addressed in “Improvement Recommendations”. “Concerns” were addressed in an “Action Plan”.

Supporting documentation for the review is included as an Attachment. It contains a ten-year occurrence table; graphics of the occurrence data as used for prevention planning; and a prevention accomplishment reports summary for **[*BLANK*]** through **[*BLANK*]**.

The Program Review Checklist examines 12 areas of program performance. Multiple performance standards are evaluated in each area. The team discussed the performance standards and selected a rating that best described program performance in that area. The standards received ratings of Exceeds, Meets, Needs Improvement, Non-compliant, or Not Rated.

**Overall the results of the review are favorable/unfavorable**, with **[*BLANK*]** standards reviewed. **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

A brief summary of the level of performance in each of the 12 areas follows.

# Individual Standards Results

## Overall Performance Indicators:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

## Facilities and Support:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

## Standard Program Elements

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

## Program Documentation and Record Keeping:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

## Agency Administration:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

## Employee Training and Development:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

## Budget and Program Accomplishment:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

6.

## Management Philosophy:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

## Collaboration, Coordination and Outreach:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

6.

## Wildfire Prevention Planning:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

## Program Implementation:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

## Wildfire Investigation and Trespass:

Of the **[*BLANK number of*]** standards reviewed: **[*BLANK*]** were rated as exceeds, **[*BLANK*]** were rated as met, **[*BLANK*]** were rated as needs improvement, and **[*BLANK*]** as non-compliant.

1.

2.

3.

4.

5.

6.

7.

# General Findings:

This review identified many areas where the program is functioning **[*BLANK*]**. **The review is, therefore, [*BLANK, for favorable or unfavorable*].**

## Commendations:

## Issues:

## Concerns:

# Improvement Recommendations:

# Action Plan:

No Action Plan is provided at this time. There are several Improvement Recommendations that if left unaddressed will become more serious in the next program review.

# Follow Up:

**This Report completed by:**

**The following pages contain the review checklist completed by the team with comments.**

# The Checklist goes here.

# REFERENCE MATERIALS

# Occurrence Graphs

## Ten Year Occurrence Table

# Accomplishment Report Summary