



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS
Washington, DC 20240

NOV 13 2015

IN REPLY REFER TO:

Memorandum

To: Regional Director, Navajo Region
Regional Director, Rocky Mountain Region
Regional Director, Southwest Region
Regional Director, Western Region
Regional Director, Midwest Region
Attention: BIA Regional Foresters
Attention: BIA Human Resources Officers

From: Director, Bureau of Indian Affairs

Subject: Realignment of Wildland Fire Aviation Positions

This memorandum directs the Bureau of Indian Affairs (BIA), Branch of Wildland Fire Management (BWM) realignment of wildland fire aviation positions from Agency level supervision to Regional level supervision. The encumbered positions impacted by this realignment will now report to the Regional Fire Management Program. While duty stations and day-to-day business will not change, operational oversight will be given to regional offices where modules will be used based upon fire activity and priorities established by geographic and national multiagency coordinating groups. Competing priorities will be coordinated by the BIA Regional Office and National Aviation Office with the final decision residing with the BIA National Multi-Agency Coordination (NMAC) representative. The realignment will be completed by the end of Calendar Year 2015. If this cannot be accomplished, an extension may be requested.

Since 2007 all BIA helicopters, but not personnel, have been funded by BWM. In 2015, regional fire management offices agreed crew personnel funding should be aligned to match this national funding model. This realignment affords BIA the opportunity to standardize helicopter crew configurations and fire aviation position descriptions meeting the intent of the Interagency Fire Program Management (IFPM) Qualification Standards and promoting succession planning. Attachment 1 identifies the National Wildfire Coordination Group (NWCG) standard crew configuration with the standardized organization title.

New standardized position descriptions (SPDs) were developed and vetted at the National Interagency Fire Center for consistency. The new SPDs strengthen national standards and streamline the recruitment, training, development, and retention of aviation personnel. Attachment 2 outlines guidance on OPM and NWCG qualification requirements existing and new incumbents must meet. These SPDs are available for use at:
<http://www.bia.gov/nifc/jobs/positiondesc/index.htm>

If you have questions, please contact Joel Kerley, National Aviation Program Manager for the Branch of Wildland Fire, at (208) 387-5371 or Joel.Kerley@bia.gov.

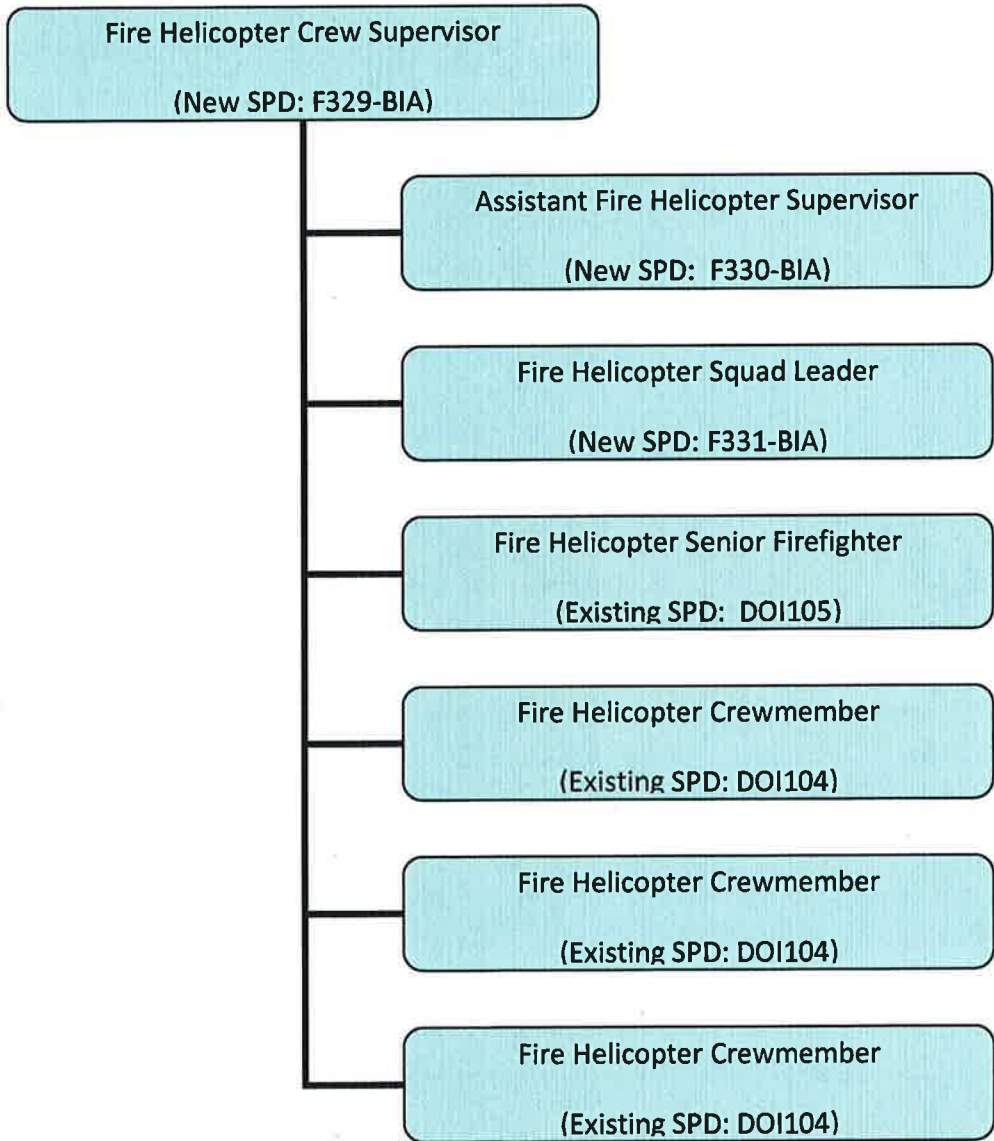
Attachment 1: NWCG Standard Crew Configuration with Standard Position Description, and Organization Title

Attachment 2: Guidance on OPM and NWCG Qualification Requirements

Attachment 1: NWCG Standard Crew Configuration with Standard Position Description, and Organization Title

The standard BIA helicopter crew configuration includes a Fire Helicopter Crew Supervisor, Assistant Fire Helicopter Crew Supervisor, Fire Helicopter Squad Leader, and Fire Helicopter Senior Firefighters and Crew Members.

All Interagency Fire helicopters and crews provide high risk services in fire operations. The missions completed by the helicopter crew include management of their respective helicopter, fire operations, management of other aircraft and resources, performing Incident Command overhead positions, supervision of other crews and crewmembers, medivac, addressing load calculations for hauling loads and firefighters, and aerial supervision. The NWCG standard crew makeup was determined using these factors with approved span of control supervision guidance.



Attachment 2: Guidance on OPM and NWCG Qualification Requirements

There are several ways to accommodate the realignment of employees in existing Fire Management Program positions for which new SPDs have been created:

1. In cases where incumbents meet the specialized experience, red-card qualification requirements, and primary firefighter special retirement coverage for the SPD, you may noncompetitively realign them to the Regional level in the new SPD.
2. In cases where the incumbents do not meet the specialized experience, red-card qualification requirements, or primary firefighter special retirement coverage for the new SPD, the existing equivalent SPD for the encumbered position may be used to realign the position from the Agency level to the Regional level organization structure. The equivalent SPD must be used with no change to the full performance level of an encumbered position.

For positions where implementation of the new SPD requires a higher full performance level, the incumbent must compete for the higher grade level.

New SPD#	OPM Position Title	PP/Series/Grade	Replaces SPD#	IFPM Selective Factors	BIA Blue Book Selective Factors
F329-BIA	Supervisory Forestry Technician (Fire)	GS-0462-7/8/9	FF001-BIA	Yes	Yes
F330-BIA	Forestry Technician (Fire)	GS-0462-6/7/8	N/A	N/A	Yes
F331-BIA	Lead Forestry Technician (Fire)	GS-0462-5/6	DOI106	Yes	Yes