



# United States Department of the Interior

BUREAU OF INDIAN AFFAIRS  
Washington, DC 20240

DEC 02 2015

## Memorandum

To: All Regional Directors  
Attention: Forestry and Wildland Fire Management  
Agency Superintendents

From: Director, Bureau of Indian Affairs

Subject: Fiscal Year 2016 Reporting and Submissions for Wildland Fire Operations

This memorandum is to inform all Agency Administrators and Wildland Fire Program Managers on reporting requirements for the Branch of Wildland Fire Management, Operations activities. Please submit the following reports via email directly to the contacts as identified below. Reports that are submitted via email correspondence do not need to be followed up with official hard copy correspondence.

- Fiscal Year 2016, request Five Year Deferred Maintenance, and Capital Improvement Plans 2018 - 2022, for new construction, deadline June 1, 2016. Deferred maintenance projects request deadline: July 1, 2016, to Jacqueline C. Martin, Deputy Director of Operations.
- Fiscal Year 2016, report BIA Interagency Hotshot Crews Accomplishment, and Expenditure Reports, deadline: October 17, 2016, to Jacqueline C. Martin, Deputy Director of Operations.
- Fiscal Year 2016 Budget Request for BIA Interagency Hotshot Funding, deadline: June 24, 2016, to Jacqueline C. Martin, Deputy Director of Operations.
- Fiscal Year 2016 Severity Funding for additional support outside of preparedness funding. Submit to Dalan Romero, Director of Operations, and Jacqueline C. Martin, Deputy Director of Operations.
- Fiscal Year 2016 opening of closed Fire codes closed must be within 5 days of discovery of need, ongoing as discovery of need. Submit to Dalan Romero, Director of Operations; and cc Jacqueline C. Martin, Deputy Director of Operations.

If there should be any questions, please contact Dalan Romero, Director of Operations, at (208) 387-5372, or Jacqueline C. Martin, Deputy Director of Operations, at (208) 387-5576.