**Regional Wildfire Prevention Program Review Checklist**

**Bureau of Indian Affairs**

**Review Location**

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| **Region:** |  |

**Review Date**

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| **Review is scheduled to begin on:** |  |

**Respondents**

At a minimum, the Wildfire Prevention Program Specialist should plan to participate in this review. The greatest benefit will be gained if Regional FMO, Regional Forester, and Regional Director participate in the review.

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| **Designated Respondent(s) and their Position Title(s):** |  |

**Reviewers**

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| **Reviewed by:** |  |

| **PREVENTION PROGRAM** |
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| **Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed** |
| **Element/Activity** | **Code** | **Remarks** |
|  |
| **A.** **Wildfire Prevention - Regional Director's Responsibilities** |
| 1. Has the Regional Fire Management Officer been provided a copy and reviewed the responsibilities in 90IAM Chapter 5?
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| 1. Are the human caused fires within the region in a downward trend from the past 10 years?
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| 1. Do cooperative agreements and/or compact agreements contain language that specifies prevention funding is provided to implement their wildfire prevention programs (for 638 Contracts or Compacted programs that include Wildfire Prevention, only)?
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| **B. Regional Staff (Fire Management Officer, Prevention Specialist) Responsibilities** |
| 1. Does the region, through its actions, demonstrate a clear understanding of, and support for, prevention in its fire program?
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| 1. Has the region conducted at least one program review at each funded program location within the last 10 years?
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| 1. Did the region integrate prevention (checklist in the Prevention Handbook - 90 IAM 5-H) in readiness reviews conducted at Agency and tribal programs in the previous Fiscal Year?
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| 1. Do long term severity requests include any wildfire prevention activities or teams?
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| 1. Does the region provide direction to field units that ensures prevention activities continue when faced with competing demands from suppression and fuels management efforts?
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| 1. Does the assigned Regional WUI/Prevention Specialist provide technical assistance upon request to Agency, tribal and Regional Staff?
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| 1. Has the assigned Regional WUI/Prevention Specialist assisted the region in evaluating its needs for prevention programs and prioritized the development of those programs?
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| 1. Does the assigned Regional WUI/Prevention Specialist develop annual program budget requests for the region's funded programs?
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| 1. Does the assigned Regional WUI/Prevention Specialist enter accomplishments for WFPP's and CWPP's in NFPORS as needed?
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| 1. Does the assigned Regional WUI/Prevention Specialist review accomplishment reports and provide feedback to the region?
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| 1. Does the assigned Regional WUI/Prevention Specialist provide guidance on the use of Smokey Bear?
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| 1. Does the assigned Regional WUI/Prevention Specialist collaborate with regional fuels staff to address WUI concerns identified in Tribal/Agency WFPP's?
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| 1. Has the assigned Regional WUI/Prevention Specialist promoted or coordinated the implementation of any youth fire setter intervention programs in the region (if fires caused by Children has been identified as a significant cause)?
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| **Wildfire Investigation**  |
| **Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed** |
| **Element/Activity** | **Code** | **Remarks** |
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| **C. Wildfire Investigation - Regional Director's Responsibilities** |
| 1. Has the Regional Fire Management Officer been provided a copy and reviewed the responsibilities in 90IAM Chapter 6?
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| 1. When criminal activity associated with wildfires occurs on Indian lands, the Regional Office coordinates with the Office of Justice Services (OJS) Special Agent in Charge?
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| 1. Has the Trespass Policy and handbook been provided to Regional FMO/Foresters, Agency Superintendents and/or tribal officials?
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| **D. Regional Staff (Fire Management Officer, Prevention Specialist) Responsibilities** |
| 1. Wildfire Investigation needs in the region are being met:
* INVF’s meet NWCG qualifications and standards
* Adequate training and assignment opportunities are provided
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| 1. Line officers and Tribal Management staff are educated and supportive of wildland investigation efforts and policy?
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| 1. When situations requiring additional investigative resources arise, does coordination exist with the Regional Prevention Specialist to ensure investigation needs are met in a timely manner?

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| 1. Oversight and guidance is provided by the Regional Fire Prevention Specialist for fire trespass cases related to wildland fire origin and cause investigations as needed?
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| 1. Are signed copies of the Code of Conduct Agreement for INVF’s in the region maintained by the Regional WUI/Prevention Specialist?
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| 1. Are periodic updates on wildfire occurrence provided to BIA-OJS, District Special Agent in charge?
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