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Chapter 13 Firefighter Training and Qualifications

Introduction

National Wildfire Coordinating Group (NWCG) sanctioned firefighters are trained and qualified according to the NWCG and other standards, as outlined below.

Policy

Firefighters must meet standards identified in the NWCG publication *PMS 310-1 National Interagency Incident Management System Wildland Fire Qualifications System Guide*. The 310-1 may be found at <http://www.nwcg.gov/pms/docs/docs.htm>

- **FS** - See *FSH 5109.17* for additional requirements.

Certain firefighters must meet standards identified in the *Interagency Fire Program Management Qualifications Standards and Guide*. The *Interagency Fire Program Management Qualification Standards and Guide* may be found at <http://www.ifpm.nifc.gov>

Agency standards for training and qualifications may exceed the minimum standards established by National Wildfire Coordinating Group (NWCG). Such additional standards will be approved by the Fire Directors, and implemented through the Incident Qualifications and Certification System (IQCS). Standards which may exceed the minimum standards established by NWCG are identified in:

- **BLM** - *BLM Fire and Aviation Training Information Job Aid* which can be found at :
http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training/publications/job_aid.html
- **FWS** - *The Fire Management Handbook*.
- **FS** - *The FSH 5109.17. AD hires sponsored by the Forest Service will meet FSH 5109.17 position qualification standards.*
- **NPS** - *L380 Fireline Leadership is recommended training for single resource bosses; L-381 Incident Leadership is recommended training for RXBI.*

Incident Qualifications and Certification System (IQCS)

The Incident Qualifications and Certification System (IQCS) is the fire qualifications and certification record keeping system. The Responder Master Record report provided by the IQCS meets the agency requirement for maintaining fire qualification records. The system is designed to provide managers at the local, state/regional, and national levels with detailed

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1 qualification, experience, and training information needed to certify employees
2 in wildland fire positions. The IQCS is a tool to assist managers in certification
3 decisions. However, it does not replace the manager's responsibility to validate
4 that employees meet all requirements for position performance based on their
5 agency standards.

6
7 A hard copy file folder will be kept for each employee. The contents will
8 include, but are not limited to: training records for all agency required courses,
9 evaluations from assignments, position task book verification, yearly updated
10 IQCS forms, and the Responder Master Record (RPTC028) from IQCS. All
11 records will be stored and/or destroyed in accordance with agency policies.

- 12 • **BLM** - *These policies can be found at*
13 *[http://www.blm.gov/wo/st/en/info/regulations/combined_record_schedules.](http://www.blm.gov/wo/st/en/info/regulations/combined_record_schedules.html)*
14 *html*
- 15 • **NPS** - *IQCS Account Managers should have an IQCS Delegation of*
16 *Authority if they are serving as the Certifying Official. Delegation of*
17 *Authority can be found at: <http://iqcs.nwcg.gov/main/requestAccount.html>*

18 **Certification of Non-Agency Personnel**

19 Non-agency firefighters will be certified by state or local fire departments, or
20 private training providers approved by a Memorandum of Understanding
21 (MOU) through their local GACC. Agencies will not assist in the
22 administration, or sponsor the Work Capacity Test (WCT), as the certifying
23 agency.

24 **Incident Qualification Card**

25
26 The agency administrator (or delegate) is responsible for annual certification of
27 all agency and Administratively Determined (AD) personnel serving on wildfire,
28 prescribed fire, and all hazard incidents. This responsibility includes monitoring
29 medical status, fitness, training, performance, and ensuring the responder meets
30 all position performance requirements.

31
32
33 Training, medical screening, and successful completion of the appropriate WCT
34 must be properly accomplished. All Incident Qualification Cards issued to
35 agency employees, with the exception of Emergency Firefighter (EFF-paid or
36 temporary employees at the FFT2 level), will be printed using the IQCS.
37 Incident Qualification Cards issued to EFF or temporary employees at the FFT2
38 level may be printed at the local level without use of the IQCS.

39
40 Each agency will designate employees at the national, regional/state, and local
41 levels as Fire Qualifications Administrators, who ensure all incident experience,
42 incident training, and position Task Books for employees within the agency are
43 accurately recorded in the IQCS. All records must be updated annually or
44 modified as changes occur.

45

- 1 • *NPS - Certification for Area Command and Type 1 Command and General*
2 *Staff (C&GS) position task books will be done at the national office level;*
3 *Type 2 C&GS, and any position task books issued to park fire management*
4 *officers will be certified at the regional office level. All other position task*
5 *books may be certified at the local unit level.*
- 6 • *NPS - It is NPS policy that two or more assignments be accomplished after*
7 *completing a Position Task Book, and receiving certification, before an*
8 *individual begins movement to the next higher level. It is also NPS policy to*
9 *require two or more qualified assignments be accomplished in a position*
10 *before an individual may become a position performance evaluator. The*
11 *only exceptions to this policy are unit leader positions leading to Planning*
12 *Section Chief, Logistics Section Chief, or Finance Section Chief.*
13 *Subordinate unit leader positions require a minimum of one assignment*
14 *after the PTB completion and position certification.*

16 Incident Qualification Card Expiration Dates

17 Incident Qualification Card positions requiring Work Capacity Tests (WCT) are
18 valid through the fitness expiration date listed on the card. Incident
19 Qualification Card positions that do not require WCT for issuance are valid for
20 12 months from the date the card was signed by a certifying official.

22 Universal Training Requirements

23
24 All personnel filling Incident Command System (ICS) positions on the fireline
25 must have completed:

- 26 • S-130 Firefighter Training
27 • S-190 Introduction to Wildland Fire Behavior
28 • L-180 Human Factors on the Fireline
29 • I-100 Introduction to ICS
30 • All Responders:
31 IS-700A NIMS: An Introduction¹
32 • Single Resource Personnel:
33 ICS-200 or equivalent
34 • Strike Team/Taskforce Leaders, Supervisors, and Branch Directors
35 IS-800B National Response Framework, An Introduction²
36 ICS-300 or equivalent
37 • Command and General Staff, Area Command and Emergency Managers:
38 IS-800B National Response Framework, An Introduction²
39 ICS-400 or equivalent

40
41 ¹IS-700A replaces IS-700. Either course meets the requirement

42 ²IS-800B replaces IS-800A. Either course meets the requirement.

- 43 • *FS - Forest Service direction is found in FSH 5109.17.*
44
45

1 Annual Fireline Safety Refresher Training

2

3 Annual Fireline Safety Refresher Training is required for all positions as
4 identified in the *Wildland Fire Qualifications System Guide* (NWCG 310-1)
5 Annual Fireline Safety Refresher Training must include the following core
6 topics:

- 7 • **Avoiding Entrapments** - Use training and reference materials to study the
8 risk management process as identified in the Incident Response Pocket
9 Guide as appropriate to the participants, e.g., LCES, Standard Firefighting
10 Orders, Eighteen Watch Out Situations, Wildfire Decision Support System
11 (WFDSS) direction, Fire Management Plan priorities, etc.
- 12 • **Current Issues** - Review and discuss identified “hot topics” as found on the
13 current Wildland Fire Safety Training Annual Refresher (WFSTAR)
14 website. Review forecasts and assessments for the upcoming fire season and
15 discuss implications for firefighter safety.
- 16 • **Fire Shelter** - Review and discuss last resort survival including escape and
17 shelter deployment site selection. Conduct “hands-on” fire shelter
18 inspections. Practice shelter deployments in applicable crew/module
19 configurations.
- 20 • **Other Hazards and Safety Issues** - Choose additional hazard and safety
21 subjects, which may include SAFENET, current safety alerts, site/unit
22 specific safety issues and hazards.

23

24 These core topics must be sufficiently covered to ensure that personnel are
25 aware of safety concerns and procedures and can demonstrate proficiency in fire
26 shelter deployment. The minimum refresher training hour requirements for each
27 agency is identified below. Training time may be extended in order to
28 effectively complete this curriculum or to meet local training requirements.

29

30 The Annual Fireline Safety Refresher Training course (RT-130) is not a self-
31 study course. Minimum requirements have been established for instructors for
32 Annual Fireline Safety Refresher Training. These requirements will ensure that
33 an appropriate level of expertise and knowledge is available to facilitate
34 refresher training exercises and discussions.

- 35 • Lead instructors must be a qualified single resource boss.
- 36 • Unit instructors must be qualified firefighter type one (FFT1).
- 37 • Adjunct instructors may be utilized to provide limited instruction in
38 specialized knowledge and skills at the discretion of the lead instructor.
39 They must be experienced, proficient and knowledgeable of current issues
40 in their field of expertise.

41

42 For additional information please refer to the current *NWCG Field Manager's*
43 *Course Guide* (PMS 901-1) at:

44 <http://www.nwcg.gov/pms/training/fmcg.pdf>.

45

- 1 • **BLM** - 4 hours
- 2 • **FWS/FS** - No minimum hourly requirement; core topics as shown above
- 3 will be covered.
- 4 • **NPS** - 8 hours
- 5
- 6 Annual Fireline Safety Refresher Training will have a 12-month currency.
- 7 Firefighters who receive initial fire training are not required to take Annual
- 8 Fireline Safety Refresher Training in the same calendar year. A web site,
- 9 <http://www.nifc.gov/wfstar/index.htm>, titled *Wildland Fire Safety Training*
- 10 *Annual Refresher (WFSTAR)* is available to assist in this training.
- 11 • **BLM** - The “Do What’s Right” training is required annual training but is
- 12 not a prerequisite for issuance of an Incident Qualification Card.
- 13
- 14 Entrapment avoidance and deployment protocols are identified in the *Incident*
- 15 *Response Pocket Guide (IRPG) (PMS No. 461/NFES No.1077)*. The guide
- 16 contains a specific “Risk Management Process” and “Last Resort Survival
- 17 Checklist”.
- 18

19 **Qualification and Certification Process**

- 20
- 21 Each unit with fire management responsibilities will establish an Incident
- 22 Qualification Card qualification and certification process. In areas cooperating
- 23 with other federal, state, or local agencies, an interagency qualification and
- 24 certification committee should include representatives from each unit. These
- 25 qualification and certification committees provide management oversight and
- 26 review of the wildland and prescribed fire positions under their jurisdiction. The
- 27 committee also:
- 28 • Ensures that qualifications generated by IQCS or other agency systems for
 - 29 employees are valid by reviewing the training and experience of each
 - 30 employee.
 - 31 • Determines whether each employee possesses the personal characteristics
 - 32 necessary to perform the wildland and prescribed fire positions in a safe and
 - 33 efficient manner.
 - 34 • Makes recommendations to the appropriate agency administrator or
 - 35 designee who is responsible for final certification signature.
 - 36 • Develops interagency training needs and sponsors courses that can be
 - 37 offered locally.
 - 38 • Ensures training nominees meet minimum requirements for attending
 - 39 courses.
 - 40

41 **Non-NWCG Agency Personnel Qualifications**

42 Personnel from non-NWCG agencies meeting *NWCG 310-1* prerequisites can

43 participate in and receive certificates for successful completion of agency taught

44 courses. Agency employees can complete the Task Blocks, Evaluation Record

45 and Verification/Certification sections of a cooperating organizations employee

1 Position Task Book. Agency employees will not initiate or complete the
2 Agency Certification sections of Position Task Book for non-agency employees.

3
4 Personnel from agencies that do not subscribe to the NWCG qualification
5 standards may be used on agency managed fires. Agency fire managers must
6 ensure these individuals are only assigned to duties commensurate with their
7 competencies, agency qualifications and equipment capabilities.

8
9 **Non-NWCG Agency Personnel Use on Prescribed Fire**
10 The NWCG 310-1 *Wildland Fire System Qualifications Guide* establishes the
11 minimum qualifications for personnel involved in prescribed fires on which
12 resources of more than one agency are utilized - unless local agreements specify
13 otherwise. This guide may be found at:
14 <http://www.nwcg.gov/pms/docs/docs.htm>.

15 **Physical Fitness**

16
17 **Physical Fitness and Conditioning**
18 Agency administrators are responsible for ensuring the overall physical fitness
19 of firefighters. Employees serving in wildland fire positions that require a
20 fitness rating of arduous as a condition of employment are authorized one hour
21 of duty time each work day for physical fitness conditioning. Employees
22 serving in positions that require a fitness rating of moderate or light may be
23 authorized up to three hours per week.
24 Fitness conditioning periods may be identified and structured to include aerobic
25 and muscular exercises. Team sports are not authorized for fitness conditioning.
26 Chapters 5, 6, 7, 8, and 9 and appendices F, G, and H of *Fitness and Work*
27 *Capacity 2009 ed.* (PMS 304-2, NFES 1596) and the FireFit Program
28 (<http://www.nifc.gov/FireFit/index.htm>) provide excellent guidance concerning
29 training specifically for the pack test, aerobic fitness programs, and muscular
30 fitness training.

- 31
32 • *FS - Forest Service direction is found in FSH 5109.17. NFFE Partnership*
33 *bargaining unit employees may only be required to successfully complete*
34 *the WCT once per year.*
- 35 • *NPS – A fitness plan is required for all NPS personnel participating in a*
36 *fitness program (DO-57). For health and fitness purposes, those who are*
37 *fire-qualified at less than the Arduous fitness level are not required to meet*
38 *the mandatory fitness program requirements of DO-57 for wildland fire*
39 *management. They are strongly encouraged to participate in the voluntary*
40 *fitness program, and must still meet physical fitness/work capacity*
41 *requirements as outlined in Wildland Fire Qualifications System Guide*
42 *(310-1) for positions with Moderate and Light fitness requirements.*

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1 Medical Examinations

2 Agency administrators and supervisors are responsible for the occupational
3 health and safety of their employees performing wildland fire activities, and may
4 require employees to take a medical examination at any time.

5 Established medical qualification programs, as stated in 5 CFR 339, provide
6 consistent medical standards in order to safeguard the health of employees
7 whose work may subject them or others to significant health and safety risks due
8 to occupational or environmental exposure or demand.

9
10 Information on any medical records is considered confidential and must be kept
11 in the employee's medical file.

**12
13 Department of Interior Wildland Firefighter Medical Standards Program
14 (DOI/MSP)**

15 All permanent, career-seasonal, temporary, Student Career Experience Program
16 (SCEP) employees, and AD/EFF who participate in wildland fire activities
17 requiring a fitness level of arduous must participate in the DOI-MSP at the
18 appropriate level (see Medical Examination Requirements appendix N) and
19 must be medically cleared prior to attempting the WCT. Additional information
20 regarding the DOI-MSP can be obtained at
21 http://www.nifc.gov/medical_standards/.

- 22 • *FS - Refer to current agency direction.*

23
24 Under the DOI-MSP the Health Screen Questionnaire (HSQ) will only be
25 required for arduous duty AD/EFF hires less than 45 years of age. If the
26 AD/EFF answers "yes" to a HSQ question and is determined to be "agency
27 mission critical" (e.g. single resource boss) an annual exam may be requested
28 through the medical standards program. The HSQ is not required prior to taking
29 the WCT at the arduous level for all other employment categories (e.g.
30 permanent, seasonal/temporary, term).

31
32 Employees or applicants who fail to meet the Federal Interagency Wildland
33 Firefighter Medical Qualification Standards as a permanent, seasonal/temporary,
34 or term employee may not perform as an AD/EFF for arduous duty positions.

35
36 If a Department of the Interior arduous duty wildland firefighter (WLFF)
37 develops a change in medical status (injury or illness) between yearly medical
38 exams that prevents them from performing arduous duty lasting longer than
39 three consecutive weeks, the WLFF is required to report this change to his/her
40 supervisor who will then contact the DOI-MSP at wlfcsr@blm.gov or call 888-
41 286-2521. The DOI-MSP will consult with the respective Agency Fire Safety
42 Representative and could request that the contracted medical provider ask for
43 additional medical information from the WLFF and reevaluate the WLFF
44 clearance status.

- 45 • *NPS - The law enforcement medical exam for NPS rangers, who are*
46 *collateral duty wildland firefighters, will suffice for MSP clearance.*

- 1 • *NPS - Medical clearance must be entered into IQCS.*
- 2 • *FWS- Periodicity requirements for Refuge law enforcement examinations*
3 *will be applied to arduous duty wildland fire positions. Law enforcement*
4 *officers wishing to perform in NWCG PMS 310-1 or USFWS agency*
5 *specific wildland fire positions with an arduous fitness requirement must*
6 *pass the arduous work capacity test on an annual basis. The HSQ will be*
7 *used for off exam years prior to arduous work capacity testing.*

9 **Agency Specific Medical Examinations**

10 This section applies to all employees required to complete a Health Screen
11 Questionnaire (HSQ).

12
13 The Health Screen Questionnaire (HSQ) will be utilized as a means to identify
14 individuals who may be at risk in taking the Work Capacity Test (WCT) and
15 recommend a medical examination prior to taking the WCT.

16
17 If any “Yes” answer is indicated on the HSQ, a medical examination is required
18 prior to the employee taking the WCT. If there is a known pre-existing medical
19 condition that is already being monitored under medical care (e.g., high blood
20 pressure), a medical clearance statement will be provided by the physician in
21 lieu of a medical examination prior to taking WCT.

22
23 Medical examinations will be performed utilizing the *Certificate of Medical*
24 *Exam, U.S. Office of Personnel Management OF-178*. Stress EKGs are not
25 required as part of the medical examination and will only be approved if
26 recommended and administered by the medical examining physician. Cost for
27 exams will be borne by the home unit. If medical findings during exam require
28 further evaluation, then the cost of any further evaluation or treatment is borne
29 by the employee/applicant. Costs for additional tests specifically requested by
30 the agency will be borne by the agency.

31
32 Standards for moderate and light OF-178s are available from agency Fire Safety
33 Program Managers or Servicing Personnel Offices.

34
35 The examining physician will submit the completed OF-178 (and applicable
36 supplements) to the employee’s servicing human resources office, where it will
37 be reviewed and retained in the employee’s medical file.

- 38 • *NPS - The law enforcement medical exam for NPS rangers, who are*
39 *collateral duty wildland firefighters, will suffice for MSP clearance.*

40 **Health Screen Questionnaire (HSQ)**

41
42 Title 5 CFR Part 339 - Medical Qualification Determinations, which provides a
43 determination of an individual’s fitness-for-duty, authorizes solicitation of this
44 information.

45
46 The approved OMB Health Screen Questionnaire (HSQ) may be found at:

1 http://www.fs.fed.us/fire/safety/wct/wct_index.html

2

3 The information on the HSQ is considered confidential and once reviewed by
 4 the test administrator to determine if the WCT can be administered, it must be
 5 kept in the employee’s medical file (EMF). This file may only be viewed by
 6 Human Resource Management (HRM) or Safety personnel.

- 7 • **FS** - See *Work Capacity Test Implementation Guide*, see website:
 8 http://www.fs.fed.us/fire/safety/wct/wct_index.html

9

10 **Work Capacity Test (WCT) Categories**

11 The *NWCG Wildland Fire Qualification System Guide, PMS 310-1* identifies
 12 fitness levels for specific positions. There are three fitness levels - Arduous,
 13 Moderate, and Light - which require an individual to demonstrate their ability to
 14 perform the fitness requirements of the position. Positions in the “no fitness
 15 level required” category are normally performed in a controlled environment,
 16 such as an incident base.

17

18 Law Enforcement physical fitness standard is accepted as equivalent to a “light”
 19 WCT work category.

20

21

Work Capacity Test Categories

| WCT Category | Distance | Weight | Time |
|----------------------------|----------|--------|---------|
| Arduous Pack Test | 3 miles | 45 lb | 45 min. |
| Moderate Field Test | 2 miles | 25 lb | 30 min |
| Light Walk Test | 1 mile | None | 16 min |

22

- 23 • **Arduous** - Duties involve field work requiring physical performance with
 24 above average endurance and superior conditioning. These duties may
 25 include an occasional demand for extraordinarily strenuous activities in
 26 emergencies under adverse environmental conditions and over extended
 27 periods of time. Requirements include running, walking, climbing, jumping,
 28 twisting, bending, and lifting more than 50 pounds; the pace of the work
 29 typically is set by the emergency conditions.
- 30 • **Moderate** - Duties involve field work requiring complete control of all
 31 physical faculties and may include considerable walking over irregular
 32 ground, standing for long periods of time, lifting 25 to 50 pounds, climbing,
 33 bending, stooping, twisting, and reaching. Occasional demands may be
 34 required for moderately strenuous activities in emergencies over long
 35 periods of time. Individuals usually set their own work pace.
- 36 • **Light** - Duties mainly involve office type work with occasional field
 37 activity characterized by light physical exertion requiring basic good health.
 38 Activities may include climbing stairs, standing, operating a vehicle, and
 39 long hours of work, as well as some bending, stooping, or light lifting.
 40 Individuals can usually govern the extent and pace of their physical activity.

1 **Work Capacity Test (WCT) Administration**

2 The Work Capacity Test (WCT) is the official method of assessing wildland
3 firefighter fitness levels. General guidelines can be found in the “*Work*
4 *Capacity Tests for Wildland Firefighters, Test Administrator’s Guide*” PMS
5 307, NFES 1109.

6 WCT Administrators must ensure that WCT participants have been medically
7 cleared, either through Wildland Firefighter Medical Qualification Standards or
8 agency specific medical examination.

9
10 WCTs are administered annually to all employees, including AD/EFF who will
11 be serving in wildland fire positions that require a fitness level. The currency for
12 the WCT is 12 months.

13
14 The WCT Record (see appendix M) captures information that is covered under
15 the Privacy Act and should be maintained in accordance with agency Freedom
16 of Information Act (FOIA) guidelines.

17
18 Administration of the WCT of non-federal firefighters is prohibited for liability
19 reasons. Potential emergency firefighters who would be hired under Emergency
20 Hire authority by the agency must be in AD pay status or sign an agency
21 specific volunteer services agreement prior to taking the WCT.

22
23 A Job Hazard Analysis (JHA) shall be developed and approved for each field
24 unit prior to administering the WCT. See the sample JHA found in appendix U.
25 Administer the test using the JHA/RA as a briefing guide.

- 26 • **BLM** - A risk assessment shall be developed and approved for each field
27 unit prior to administering the WCT. A RA for the WCT can be found at:
28 [http://web.blm.gov/internal/wo-700/wo740/tools/RAWorksheets/](http://web.blm.gov/internal/wo-700/wo740/tools/RAWorksheets/RAWorksheet_Library.html)
29 [RAWorksheet_Library.html](http://web.blm.gov/internal/wo-700/wo740/tools/RAWorksheets/RAWorksheet_Library.html)

30
31 Field units need to prepare a medical response plan (such as ICS-206 form) and
32 evaluate options for immediate medical care and transport and identify closest
33 emergency medical services. A minimum of a qualified First
34 Responder/Emergency Medical Responder (EMR) must be on site during WCT
35 administration. Based upon your specific evaluation a higher level of
36 emergency medical qualifications on scene may be warranted e.g. EMT or
37 Paramedic. The need for Automated External Defibrillators (AEDs) may be
38 identified in the medical response plan and used in accordance with state and
39 local protocols.

40
41 Document the results using the WCT Record (see appendix M). This document
42 must be retained until the next testing. Units may also be requested to provide
43 data from these records to assist in the evaluation of the WCT process.

44
45 Personnel taking the WCT will only complete the level of testing (Pack, Field,
46 Walk) required by the highest fitness level identified for a position on their

1 Incident Qualification Card. Employees shall not take the WCT unless they have
2 an Incident Qualification Card qualification that requires it, and only at the
3 fitness level required by that position as identified in the NWCG 310-1 or
4 agency specific guidance or policy.

5

6 Treadmills are not approved for Work Capacity Testing.

7

8 Test results must also be entered in the IQCS annually to update the fitness level
9 and date that will appear on the Incident Qualification Card. Physical fitness
10 dates entered in IQCS will reflect the date the employee passed the fitness test.

- 11 • *FS –Forest Service direction on Work Capacity Testing is found in the*
12 *Work Capacity Test Implementation Guide found at*
13 *http://www.fs.fed.us/fire/safety/wct/wct_index.html*
- 14 • *FWS- Refuge Law Enforcement Officers are required to provide a copy of*
15 *the medical clearance for verification and tracking purposes to the*
16 *appropriate incident qualifications and certifications system (IQCS)*
17 *account manager. Account managers will reflect the appropriate*
18 *examination type and currency for the Refuge Law Enforcement Officer*
19 *examinations in the physical examinations portion of the IQCS system.*

20

21 **WCT Retesting**

22 Those who do not pass the WCT will be provided another opportunity to retest.
23 Employees will have to wait at least 48 hours before retaking the WCT. If an
24 employee sustains an injury (verified by a licensed medical provider) during a
25 test, the test will not count as an attempt. Once an injured employee has been
26 released for full duty, the employee will be given time to prepare for the test (not
27 to exceed 4 weeks). The numbers of retesting opportunities that will be allowed
28 include:

- 29 • Three opportunities for permanent employees required to pass a test for
30 duties in the fire program.
- 31 • One opportunity for temporary employees required to pass a test (a second
32 chance maybe provided at the discretion of fire management).

33

34 **Minimum Age Requirements for Hazardous Duty Assignments on Federal** 35 **Incidents**

36

37 Persons under 18 years old will not perform hazardous duties during wildland
38 fire management operations on federal jurisdictions.

39

40 **Engine Modules**

41

42 Staffing levels and specific requirements for engine personnel may be found in
43 Chapter 14, Fire Fighting Equipment.

44

45

46

1 Helicopter Modules

2

3 Staffing levels and specific requirements for helicopter personnel may be found
4 in Chapter 16, Aviation.

5

6 Smokejumpers (SMKJ)

7

8 Smokejumpers provide professional and effective fire suppression, fuels
9 reduction, and fire management services to help land managers meet objectives.

10

11 SMKJ Policy

12 Smokejumper operations are guided by direction in the interagency section of
13 the *Interagency Smokejumper Operations Guide (ISOG)*.

14

15 Each base will comply with smokejumper operations standards. The arduous
16 duties, specialized assignments, and operations in a variety of geographic areas
17 require smokejumpers to have uniform training, agency approved equipment,
18 communications, organization, and operating procedures.

19

20 SMKJ Communications

21 All smokejumpers carry programmable radios and are proficient in their use and
22 programming procedures.

23

24 SMKJ Training

25 To ensure proficiency and safety, smokejumpers complete annual training that
26 covers aspects of aviation, parachuting, fire suppression tactics, administrative
27 procedures, and safety related to the smokejumper mission and fire operations.

28 The training program for first-year smokejumpers is four weeks long.

29 Candidates are evaluated to determine:

30

- 31 • Level of physical fitness
- 32 • Ability to learn and perform smokejumper skills
- 33 • Ability to work as a team member
- 34 • Attitude
- 35 • Ability to think clearly and remain productive in a stressful environment

36

36 SMKJ Qualifications

| Position | IQCS Target | SMKJ Training Target |
|--------------------|--------------------------------|----------------------|
| Dept Managers | T1 and T2 C&G | |
| Spotter | ICT3, DIVS, ATGS RXB2, SOFR | |
| Lead Smokejumper | STLD, TFLD | Senior Rigger, FOBS |
| Smokejumper | ICT4, CRWB, FIRB | FEMO |
| Rookie Smokejumper | ICT5, FFT1 | |

37

1 SMKJ Physical Fitness Standards

2 The national minimum standards for smokejumpers are:

- 3 • 1.5 mile run in 11:00 minutes or less
- 4 • 45 sit-ups
- 5 • 25 pushups
- 6 • 7 pull-ups
- 7 • 110 lb. packout over 3 miles/level terrain/90 minutes
- 8 • Successful completion of the WCT at the arduous level.

9

10 Interagency Hotshot Crews (IHC)

11

12 Interagency Hotshot Crews provide an organized, mobile, and skilled hand crew
13 for all phases of wildfire suppression.

14

15 IHC Policy

16 IHC standards provide consistent planning, funding, organization, and
17 management of the agency IHCs. The sponsoring unit will ensure compliance
18 with the established standards. The arduous duties, specialized assignments, and
19 operations in a variety of geographic areas required of IHCs dictate that training,
20 equipment, communications, transportation, organization, and operating
21 procedures are consistent for all agency IHCs.

22

23 As per agency policy all IHCs will be managed under the *Standards for*
24 *Interagency Hotshot Crew Operations (SIHCO)*.

- 25 • **BLM/NPS - BLM Preparedness Review Checklist #12 (Hotshot Crew)**
26 *supersedes the checklist found in the SIHCO.*

27

28 IHC Certification

29 The process for IHC certification is found in the *Standards for Interagency*
30 *Hotshot Crews (SIHCO)*, Chapter 5, page 14.

31

32 Annual Crew Pre-Mobilization Process

33 The superintendent of crews holding IHC status the previous season are required
34 to complete the Annual IHC Mobilization Checklist (SIHCO Appendix C) and
35 send the completed document to the local GACC prior to making the crew
36 available for assignment each season.

37

38 Annual IHC Readiness Review

39 On an annual basis the superintendent of crews holding IHC status the previous
40 season are required to complete the Annual IHC Preparedness Review (SIHCO
41 Appendix B). This process is designed to evaluate crew preparedness and
42 compliance with SIHCO. The annual review will be conducted while the crew
43 is fully staffed and operational. The review is not required prior to a crew being
44 made available for incident assignment at the beginning of their availability
45 period. When a review document is completed the document is kept on file at
46 the local host unit fire management office.

Release Date: January 2011

1 IHC Organization

2 Individual crew structure will be based on local needs using the following
3 standard positions: Superintendent, Assistant Superintendent, Squad Leader,
4 Skilled Firefighter, and Crewmember.

6 IHC Availability Periods

7 IHCs will have minimum availability periods as defined in the *SIHCO*.
8 Availability periods may exceed the required minimum availability period. The
9 Crew Superintendent will inform the local supervisor and the GACC of any
10 changes in the crew's availability.

12 IHC Communications

13 IHCs will provide a minimum of five programmable multi-channel radios per
14 crew as stated in the *SIHCO*.

16 IHC Transportation

17 Crews will be provided adequate transportation. The number of vehicles used to
18 transport a crew should not exceed five. All vehicles must adhere to the
19 certified maximum Gross Vehicle Weight (GVW) limitations.

21 Other Hand Crews**23 Policy**

24 All crews must meet minimum crew standards as defined in appendix T as well
25 as any additional agency, state, or contractual requirements. Typing will be
26 identified at the local level with notification made to the local GACC.

28 Crew Types**29 • Agency Crews**

30 Agency hand crews consist of qualified agency personnel and are organized
31 on a local basis. These crews are designated as Type 2 or Type 2 IA.

32 • State Crews

33 State crews are organized under the auspices of individual states. These
34 crews may be designated as Type 1, Type 2, or Type 2 IA. These crews
35 include organized state inmate crews.

36 • Emergency Firefighter Crews (EFF)

37 These crews are usually Type 2 crews consisting of agency sponsored on
38 call personnel who meet the requirements for Type 2 IA or Type 2 as
39 defined in appendix T.

40 • Contract Crews

41 These organized crews consist of personnel trained, equipped, and certified
42 by a private contractor and must meet the contractual specifications as
43 stated in their state or national crew contracts.

Wildland Fire Modules

1

2

3 Information on wildland fire modules can be found at:

4 <http://www.nwccg.gov/pms/pubs/pubs317/PMS-317.pdf>.5 ● *NPS - The primary mission and priority of the modules is to provide skilled*
6 *and mobile personnel to assist with Wildland Fire Managed for Multiple*
7 *Objectives in the areas of planning, fire behavior monitoring, ignition, and*
8 *holding. Secondary priorities follow in the order below:*

- 9 ➤
- Support burn unit preparation.*
-
- 10 ➤
- Assist with fire effect plot work.*
-
- 11 ➤
- Support mechanical hazardous fuel reduction projects.*

12 ● *NPS - As an interagency resource, the modules are available nationally*
13 *throughout the fire season. Each module is comprised of a module leader,*
14 *assistant leader and three to eight module members. Modules are*
15 *mobilized and demobilized through established ordering channels through*
16 *the GACCs.*
17**Agency Certified Positions**

18

19

20 As a supplement to the qualifications system, certain agencies have identified
21 the additional positions of Prescribed Fire Burn Boss 3 (RXB3) - see Chapter
22 17; Engine Operator (ENOP) - see Chapter 2; and Chainsaw Operators and
23 Fallers listed below.24 ● *FWS - See the Fire Management Handbook for agency specific position*
25 *information.*
26

27

Chainsaw Operators and Fallers

28

29 The agencies have established the following minimum qualification and
30 certification process for Chainsaw Operators (Incident Qualification Card
31 certified as Faller A):

- 32 ● Agency employees who are chainsaw operators and fallers must be
-
- 33 minimally qualified as a FFT2 and meet the arduous fitness standards.
-
- 34 ● Successful completion of S-212, including the field exercise, or those
-
- 35 portions of S-212 appropriate for Faller A duties.
-
- 36 ● Agency administrator (or delegate) certification of qualifications after
-
- 37 verification that training is successfully completed.
-
- 38 ● Documentation must be maintained for individuals.
-
- 39 ● The individual tasks required for completion of the "A" Task Book and the
-
- 40 final evaluation for the "A" level saw operators must be verified or signed
-
- 41 by a qualified "B" or "C" level saw operator.
-
- 42 ● The individual tasks required for completion of the "B" Task Book must be
-
- 43 evaluated by a qualified "B" or "C" level operator. The Final Evaluator
-
- 44 Verification for "B" level operators must be signed by a "C" level saw
-
- operator.

- 1 ● The individual tasks required for completion of the “C” Task Book must be
2 evaluated by a qualified “C” level operator. The Final Evaluator
3 Verification for “C” level operators must be signed by a state approved “C”
4 level evaluator.
- 5 ● Each of the states/regions will certify and maintain a list of their current “C”
6 class saw operators who they approve to be “C” class evaluators.
- 7 ● The certification of “C” class evaluators will remain the responsibility of
8 the agency administrator or delegate.
- 9 ● All fire related (Incident Qualification Carded) saw operation qualifications
10 are maintained through the IQCS system and will have a currency of five
11 years.
- 12 ● **BLM/NPS/FWS** - Position task book found at:
13 *<http://www.nwcg.gov/pms/taskbook-agency/index.htm>*
- 14 ● **FWS** - See the *Fire Management Handbook* for additional direction.
15 Information regarding FWS required annual chainsaw refresher can be
16 found at: *<http://sharepoint.fws.net/Programs/nifc/operations/default.aspx>*.
- 17 ● **FS** - FS direction can be found in *FSH 5109.17* and *FSH 6709.11*.
- 18 ● **NPS** - Exceptions to the above policy are:
 - 19 ➤ *Size classes used in the Faller A, Faller B, and Faller C Position Task*
20 *Book are guidelines and are not the determining factor in the*
21 *complexity of a tree felling operation. The size classes are to be used as*
22 *an evaluation tool during trainee evaluation. Chainsaw operators are*
23 *expected to conduct a thorough size up of each individual tree and*
24 *determine the extent of qualification required to safely perform a*
25 *felling operation.*
 - 26 ➤ *The individual tasks required for completion of the “B” Task Book and*
27 *the final evaluation for the Class “B” saw operations must be verified*
28 *by a qualified Class “B” or “C” saw operator.*
 - 29 ➤ *The individual tasks required for completion of the “C” Task Book*
30 *must be verified by a qualified “C” level operator.*
 - 31 ➤ *Final evaluation of “C” level operators must be completed by a*
32 *regionally-approved “C” level evaluator.*