Sample Questions for Site Visits by Agency Administrators

APPENDIX A

Sample Questions
For Fire Site Visits
By Agency Administrators

Management Direction
— Who is the incident commander? If the fire is being managed under Unified
  Command, are all commanders present? Is the incident operating
  smoothly?
— What is the incident organization?
— What is the current situation? What has been damaged or is at risk?
— Have you received adequate direction for the management of the incident?
— Is a Wildfire Decision Support System required/still valid?
— What are the incident management objectives? Constraints? Probability of
  success?
— Are the tactics in the Incident Action Plan realistic and achievable with
  current resources?
— Is a resource advisor needed?
— What are your estimates of suppression costs?
— What are the incident commander’s concerns?
— What are the local, social, economic, and political issues?
— Are there rehabilitation needs?
— What can I, as the agency administrator, do to help?

Safety
— What are your safety concerns?
— Are these concerns resolved? If not, what needs to be done?
— What is the general safety attitude and emphasis?
— Have you assessed the potential hazardous situations and determined if the
  fire can be fought safely?
— Have you applied the Fire Orders, Watchout Situations, Lookout,
  Communication, Escape Routes, Safety Zones (LCES) process in selecting
  safe and effective strategies and tactics?
— Have you effectively briefed firefighters on hazards, safety zones, escape
  routes, and current and expected weather and fire behavior?
— Is the safety officer position filled? If not, how is this function being
  addressed?
— Are you monitoring work schedules to ensure adequate rest? Are you
  meeting the standard work/rest guidelines?
— Have you provided for adequate rest, food, water, and health services for all
  personnel?
— Are all the fire personnel qualified for the positions they hold, and are they
  physically able to perform?
— Have you had any injuries or accidents?
Fire Suppression Operations
___ What is the fire weather forecast (present and extended)?
___ What is the fire behavior potential?
___ Are fire personnel briefed on incident objectives, strategies, tactics, organization, communications, hazards, and safety principles?
___ Are the strategy and tactics based on current and forecasted weather?
___ Are the strategy and tactics safe, effective, and consistent with management’s objectives and accepted fire policies and procedures?
___ Do you have effective communication on the incident and with dispatch?
___ Are you monitoring weather and fire behavior to make needed adjustments to strategy and tactics?
___ Are you using tactical aircraft? Do you have an assigned air tactical group supervisor?
___ Is aircraft use safe, effective, and efficient? Do you have a TFR?
___ If the fire escapes initial attack, what will your role be in developing the Wildfire Decision Support System?

Administration
___ Do you have any administrative concerns?
___ What arrangements have you made to complete time reports, accident forms, fire report, etc.?
___ Did all orders and procurement go through dispatch?
___ Do you have any outstanding obligations?
___ Are all rental agreements and use records properly completed?
___ How did the fire start? If human-caused, has an investigation been initiated to determine the cause and develop a trespass case?
___ Do you know of any current or potential claims?

Dispatch Office
___ Is the incident receiving fire weather and fire behavior information?
___ Is the incident getting the resources ordered in a timely manner?
___ Is dispatch adequately staffed?
___ What are the local, area, and National Preparedness Levels? How do they affect this fire?
___ Are the elements identified at the various Preparedness Levels being considered?
___ What are the current local, area and national fire situations?
___ What is the priority of existing fires and how are the priorities being determined.