

## 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?