Chapter 2
BLM Wildland Fire and Aviation Program
Organization and Responsibilities

Introduction
This chapter provides policy and guidance for Bureau of Land Management fire and aviation program management as referenced in BLM Manual Section (MS) 9200 Fire Program Management. These standards are based on Department of Interior (DOI) and Bureau policy. They are intended to ensure safe, consistent, efficient, and effective fire and aviation operations for a fire organization to manage state and/or local unit fire workload or meet approved national program resource allocations. BLM employees engaged in fire management activities (including fire program management, fire suppression, and fire program/incident support) will adhere to the standards in this document. This chapter will be reviewed and updated annually.

Sexual Harassment, Harassment Non-Sexual and Illegal Discrimination

All fire personnel will be provided with a workplace free of unlawful harassment and discrimination. Discrimination based on race, color, national origin, religion, sex, age (over 40), disability, sexual orientation, genetic information, and reprisal is prohibited. Discrimination, in any form, has no place in our organization and will not be tolerated. Discrimination includes sexual or non-sexual harassment; any discriminatory act, policy, practice or procedure that denies equal opportunity; or any conduct that demeans the dignity of another person.

All personnel have a responsibility to carry out this policy and create a work environment a reasonable person would not consider intimidating, hostile, or offensive.

Sexual Harassment is a form of discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

Harassment that is not sexual in nature may also be a form of discrimination if it involves unwelcome verbal or physical conduct based on race, color, national origin, religion, sex, age (over 40), disability, sexual orientation, or genetic information. It is behavior that is hostile and/or intimidating, which creates an abusive or offensive work environment.

All allegations of harassment (sexual or non-sexual) will be taken seriously and dealt with fairly and promptly. It is critical that home unit HR and EEO Offices be contacted when harassment of any kind occurs while on fire assignment.

Reprisal against an individual who reports harassment of any kind is illegal. Reprisal is the wrongful threatening or taking of either unfavorable action or withholding favorable action from another solely in response for their opposing
employment discrimination or participating in an EEO activity protected by employment discrimination statutes.

An employee who engages in harassment or discrimination faces consequences ranging from verbal warnings and letters of reprimand, up to termination from employment, depending on the seriousness of the misconduct. Managers and supervisors, who do not take action when they know or suspect that harassment or discrimination is occurring, also face discipline. Contractor staff may be subject to comparable penalties from their employers. A contractor, who fails to enforce this policy, may have its contract terminated. Visitors to fire camps who engage in harassment may be removed and prevented from returning.

Fire leaders at all levels have the responsibility to serve as role models of appropriate behavior, and should confront any form of discrimination, harassment, or other improper behavior when it is observed, or reported. Supervisors have a duty to act when they become aware of harassment of any kind, and will be held accountable for responding, and stopping harassment while on fire assignment.

All reports of alleged discrimination will be taken seriously, promptly investigated and handled with professionalism, dignity, and fairness. Incident personnel who believe they have been subjected to discrimination, harassment or reprisal, should be directed to their home unit EEO Manager or an EEO Counselor within 45 days of the alleged discriminatory matter.

All questions or concerns regarding harassment, sexual harassment or any form of illegal discrimination should be directed to the home unit EEO manager or the Fire and Aviation Directorate EEO Manager.

**Employee Conduct**

All employees, cooperators, contractors, and volunteers who participate in wildland fire operations have the duty to treat each other with respect and to maintain a work environment free of misconduct and harassment.

Misconduct includes but is not limited to alcohol misuse, driving while intoxicated, the use of illegal drugs, hazing, insubordination, disregard for policies and procedures, and the destruction or theft of government property.

**Examples of Misconduct**

- **Hazing** – Hazing is considered a form of harassment. “Hazing” is defined as “any action taken, or situation created intentionally, to produce mental or physical discomfort, embarrassment, or ridicule.”
- **Alcohol** – The use of alcohol during any work period is strictly prohibited. The performance of job duties while under the influence of alcohol is prohibited. Underage personnel alcohol use is prohibited at all times.
BLM Fire Operations Website

BLM Fire Operations maintains a website that hosts operational, informational, and policy-related documents. The website also contains information about the National Fire Equipment Program, the BLM Fire Training Unit, and the BLM Fire Operations Group and its subcommittees. This website is referenced throughout this document. The address of the BLM Fire Operations website is http://web.blm.gov/internal/fire/fire_ops/index.html.

National Wildfire Coordinating Group (NWCG) Relationship to BLM

The National Wildfire Coordinating Group (NWCG) provides national leadership to enable interoperable wildland fire operations among federal, state, local, tribal, and territorial partners. The NWCG establishes national interagency wildland fire operations standards, but the decision to adopt the standards is made independently by the members and communicated through their respective directives systems.

See Chapter 8 for NWCG members.

BLM provides a representative to the NWCG Executive Board and representatives to various NWCG committees and subcommittees. These individuals are responsible for representing the BLM during NWCG decision-making processes and ensuring that proposed NWCG standards are reviewed by pertinent BLM personnel prior to release by the NWCG.

Fire and Aviation Directorate

The BLM Fire and Aviation Directorate (FAD) consists of the Assistant Director (FA), one Deputy Assistant Director (FA) located at NIFC, and one Deputy Assistant Director (FA) located in Washington D.C. Fire Operations Division Chief, Aviation Division Chief, Fire Planning and Fuels Management Division Chief, Support Services Division Chief, Budget and Evaluation Chief, External Affairs Division Chief, and the Equal Employment Opportunity Manager.

Program Manager Responsibilities

Assistant Director, Fire and Aviation (FA-100)

Deputy Assistant Directors, Fire and Aviation (FA-100)

- Develops policies and standards for firefighting safety, training, prevention, suppression, and use of wildland fires on Bureau lands.
- Provides guidance to State Directors on the use of prescribed fire and fuels management to achieve management objectives.
- Integrates fire and aviation management programs with natural resource management programs.
• Establishes position competencies, standards, and minimum qualifications for Fire Management Officers, Fire Management Specialists, and leaders based on federal interagency standards.
• Reviews and evaluates state fire and aviation management programs.
• Represents the BLM in the coordination of overall fire and aviation management activities at the National Interagency Fire Center (NIFC) on intra- and interagency fire committees, groups, and working teams.
• In conjunction with federal fire directors, establishes priorities for assignment of critical resources during wildfire emergencies.
• Initiates or participates on Boards of Review concerning actions taken on selected wildland fires.
• Negotiates cooperative agreements and/or modifications of existing national level agreements to improve fire and aviation management activities on Bureau lands.
• Makes determinations on wildland fire management program funding to states, and recommends approval to the BLM Director.
• Serves as the Bureau’s focal point for the Significant Wildland Fire Review (SWFR) process and initiates, facilitates, and provides oversight for the SWFR process. The AD coordinates with the appropriate state director, assembles a SWFR team, provides a Delegation of Authority, initiates the SWFR, and provides briefings to the Bureau Director, as appropriate.
• Serves as designated contact for the United States Department of the Treasury for the certification and revocation of Certifying Officers and Assistant Disbursing Officers (CO/ADO) and Designated Officials for emergency incident payments.
• Supervises the Safety and Occupational Health Specialist who develops and implements safety programs, accident investigation procedures, and safety trend analyses.
• Supervises the National Critical Incident Response Program Manager.

Equal Employment Opportunity Manager (EEO) (FA-120)
• Manages the Equal Employment Opportunity (EEO) program in accordance with legal, regulatory, and policy requirements.
• Manages and directs the Counseling Program, and Alternative Dispute Resolution (ADR) programs in accordance with Equal Employment Opportunity Commission (EEOC) regulations and BLM policy as well as for other agencies located at NIFC.
• Advises managers and aggrieved persons of employee rights and responsibilities, procedural options and timeframes in conflict situations and formulates proposed resolutions.
• Negotiates with managers, aggrieved persons and their representatives to informally resolve EEO matters, and executes final settlement agreements.
• Manages the Affirmative Employment Program (AEP).
- Develops and maintains the accessibility program for the disabled, required under Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disability Act (ADA of 1990).
- Conducts analyses to evaluate progress in meeting equal employment opportunity program goals.
- Administers training activities for the organization.
- Provides managers and supervisors with guidance and advice on issues related to EEO/civil rights program activities.
- Represents the organization in meetings with public and private groups, universities, minority and women’s organizations, other DOI components, and other federal agencies.

Support Services Division Chief (FA-200)
- Manages all aspects of the business responsibilities and programs under the jurisdiction of NIFC for the benefit of the BLM and cooperating agencies.
- Directs the accomplishment of the approved operating budget, exercising appropriate control to assure program quality goals are met according to established standards.
- Interprets Departmental and Bureau policies and directives as they affect BLM-NIFC programs.
- Participates in the BLM-wide and interagency task force activities as a leader or member.
- Is a focal point and frequent spokesperson for the Bureau and the national level management, assures a public awareness of Bureau programs and coordinates with key officials in affected federal agencies, states, and occasionally with other entities such as: foreign governments, private individuals, private organizations, vendors, suppliers, transportation groups, airlines, and others.
- Supports the implementation of the BLM’s Automation/Modernization/ Information Resource Management (IRM) initiatives as they apply to BLM/NIFC.

Fire Operations Division Chief (FA-300)
- Serves as the principal technical expert on fire operations to the Assistant Director (FA), Deputy Assistant Directors (FA), and to the BLM state fire programs.
- Provides the Assistant Director (FA) and the Deputy Assistant Directors (FA) technical advice, operational oversight, and leadership in all aspects of fire operations.
CHAPTER 2  BLM PROGRAM ORGANIZATION AND RESPONSIBILITIES

- Performs annual fire program preparedness reviews. Evaluates compliance
  with policies, objectives, and standards. Assesses operational readiness and
  provides technical assistance to solve identified problems. Performs other
  operations reviews as required/requested.
- Assists the Assistant Director (FA) and Deputy Assistant Directors (FA), in
  the formulation and establishment of national policies and programs
  pertinent to wildland fire preparedness, suppression, shared national
  resources, safety, training, fire facilities, and equipment.
- Serves as the BLM technical expert on national interagency mobilization
  and utilization of fire suppression resources.
- Develops national plans, standards, and technical guides for the BLM and
  interagency fire management operations.
- Supervises the Chief, Branch of Preparedness and Suppression Operations
  (FA-320), responsible for management and oversight of FA-320 staff
  specialists, the Great Basin Smokejumpers (FA-321), the National Fire
  Equipment Program (FA-322), and the National Fire Training and
  Workforce Development Program (FA-324).
- Supervises the Chief, Branch of Preparedness and Suppression Support
  (FA-330), responsible for management and oversight of the FA Veteran
  Affairs program, the FA Cooperator Assistance program, the National
  Predictive Services Program Manager, the National Interagency
  Coordination Center (FA-331), the National Radio Operations Section (FA-
  332), and the Incident Communications Section (FA-333).
- Serves as the BLM representative to the National Multi Agency
  Coordinating Group (NMAC) (may be delegated to Branch Chief).
- Certifies Area Command and Type 1 Command and General Staff task
  books and red cards for the national and Washington offices.
- Provides daily National Multi-Agency Coordinating Group briefings to the
  Assistant Director and Deputy Assistant Directors, Fire and Aviation; and
  BLM state fire management officers at National Preparedness Level (PL) 3
  and above as warranted.

Budget and Evaluation Division Chief (FA-400)
- Serves as principal budget advisor of the wildland fire program to the
  Assistant Director (FA), Deputy Assistant Director (FA), BLM Fire
  Leadership Team, and to other BLM staffs.
- Serves as primary BLM representative in the DOI Wildland Fire Budget
  formulation and execution process.
- Represents BLM on the DOI Fire Budget Team and at other interagency
  meetings in regards to budget related policies, requirements, procedures,
  and reports.
- Coordinates all budget activities between Washington Office, Office of
  Wildland Fire, and Fire and Aviation.
- Provides national oversight for BLM Wildland Fire program budget
  formulation, justification, and execution. Responsible for the development
and preparation of the budget justifications, Planning Target Allocation, Annual Work Plan, capability statements, effects statements, and congressional responses.

- Reviews NIFC offices at mid-year, third quarter, and end-of-year and distributes available funding in accordance with BLM policy.
- Provides oversight of Casual Payment Center. Ensures all DOI casual payments are processed in a timely and cost-effective manner adhering to procedures and practices set forth by the DOI agencies.

Aviation Division Chief (FA-500)

- Serves as principal aviation advisor to the Assistant Director (FA), Deputy Assistant Director (FA), other staffs, states, and to the DOI.
- Identifies and develops Bureau aviation policies, methods and procedures, as well as standardized technical specifications for a variety of specialized firefighting missions for incorporation into the directives system.
- Coordinates aviation-related activities and services between the Washington Office (WO) and states with other wildland firefighting, regulatory, investigative, and military agencies.
- Coordinates provision and use of aviation resources with business practices, aviation user staffs at the WO, and state office level.
- Represents the BLM at interagency meetings, in interagency committees developing government-wide aviation policies, requirements, procedures and reports, at aviation industry meetings and conventions.
- Develops and implements aviation safety programs, accident investigation procedures, and aviation safety trend analyses.
- Plans and conducts reviews and evaluations of state aviation programs.
- Plans and conducts technical and managerial analyses relating to the identification of aviation organization and resources appropriate for agency use, cost-effectiveness of aviation firefighting, other specialized missions, aircraft acquisition requirements, equipment developmental needs, and related areas.

Fire Planning and Fuels Management Division Chief (FA-600)

Serves as principal advisor to the Assistant Director (FA), Deputy Assistant Director (FA), Fire Leadership Team, and other BLM staffs for the following wildland fire programs:

- **Fire Planning** – Responsible for the development and implementation of the Bureau-wide fire planning program and policies. Provides guidance and assistance in administering the technical and operational aspects of BLM’s fire planning program.
- **Fuels Management** – Responsible for the development and coordination of the BLM’s fuels management program to restore and maintain healthy, resilient landscapes, reducing wildfire risks to communities and other values. Recommends the distribution of program funds to regions and tracks all fuels management fund distributions and prior year carryover funds.
Develops and maintains a national database for fuels management accomplishments.

- **Community Assistance** – Responsible for the development and coordination of the BLM’s community assistance program which includes fire prevention, education, mitigation efforts on adjacent non-federal lands and cooperator assistance.

- **Fire Investigation and Trespass** – Responsible for the development and coordination of the BLM’s fire investigation and trespass programs.

- **Smoke Management** – Responsible for the development and coordination of the BLM’s smoke management program requirements and compliance with State air quality rules and State Implementation Plans.

**External Affairs Division Chief (FA-700)**

- Responsible for coordination of information between the Department of the Interior and Office of Wildland Fire to the BLM, BIA, USFWS, NPS, USFS, National Association State Foresters (NASF), and Federal Emergency Management Agency (FEMA) at NIFC.

- Responsible for coordination of the responses to: Office of Management and Budget (OMB), Government Accountability Office (GAO), congressional, other elected officials, and other external inquiries among agencies and departments, establishing and maintaining cooperative relationships resulting in quality work products.

- Serves as the primary manager of the External Affairs program for the NIFC.

- Serves as the primary point of contact to external audiences regarding BLM, and at times, DOI fire and aviation policy.

- Serves as the primary point of contact with the BLM Washington Office and DOI external affairs and communication offices.

- Develops recommendations pertaining to External Affairs aspects for BLM Fire and Aviation policies.

- Initiates External Affairs policies and procedures pertaining to Fire and Aviation for adoption at the department level in conjunction with other departments and agencies.

- Serves as personal and direct representative of the Assistant Director, Fire and Aviation at various meetings and functions with members of congress and staff, state governors and legislatures, officials of local, state and federal agencies, major private corporations, public and private interest groups, and foreign governments.

- Serves as external affairs expert and consultant to the Assistant Director, (FA) and the Deputy Assistant Director (FA) on a wide variety of issues and policies of controversial nature, providing analysis and advice on public reaction to major policy and program issues.
• Responsible for management and contact of all NIFC and BLM FA public
expressions, including printed material, video productions, and social media
products.
• Coordinates with BLM legislative affairs on proposed legislation regarding
FA.

State Director (SD)
The SD is responsible for fire and aviation management programs and activities
within the state. The SD will ensure that employees in their organization meet
the requirements outlined in the Interagency Fire Program Management
Qualifications Standards and Guide at https://www.ifpm.nifc.gov/ and will
ensure training is completed to support delegations to line.

District Manager (DM)
The DM is responsible to the SD for the safe and efficient implementation of
fire and aviation management activities within their district. This includes
cooperative activities with other agencies or landowners.

Agency Administrator (AA)
An AA is a BLM line manager (District Manager, Field Manager, or National
Conservation Lands Manager) or their designated Acting that has met specific
training requirements (as outlined in Instruction Memorandum No. FA IM-
2018-003) and has wildland fire decision authority for a defined area, as
specified by delegation. All re-delegations must be consistent with BLM Manual
1203 and State supplements to that manual.

A BLM line manager must complete required AA training no later than two
years after being appointed to a designated management position. Training that
took place prior to a management appointment also meets the requirement.

State Fire Management Officer (SFMO)
The SFMO provides leadership for the BLM fire and aviation management
program. The SFMO is responsible and accountable for providing planning,
coordination, training, technical guidance, and oversight to the state fire and
aviation management programs. The SFMO also represents the SD on
interagency geographic area coordination groups and Multi-Agency
Coordination (MAC) groups. The SFMO provides feedback to District offices
on performance requirements. The SFMO meets the SFMO Assigned Program
Responsibilities.

District Fire Management Officer (DFMO)
The DFMO is responsible and accountable for providing leadership for fire and
aviation management programs at the local level. The DFMO:
• Determines local fire program requirements to implement land use
decisions through the Fire Management Plan (FMP) to meet land
management objectives;
Negotiates interagency agreements and represents the District Manager on local interagency fire and fire aviation working groups;

• Meets the DFMO Assigned Program Responsibilities; and

• Fulfills FMO Safety and Health Responsibilities for the Fire Program.

Experience requirements for positions in the Alaska Fire Service, Oregon and California (O&C) Districts, FA, national office, and other fire management positions in units and state/regional offices will be established as vacancies occur, but will be commensurate with the position’s scope of responsibilities. The developmental training to fully achieve competencies should be addressed in an IDP within a defined time period.

State Directors and District Managers have both authority and responsibility within the wildland fire management program. The BLM Manual Section (MS)-1203 Delegation of Authority provides a single authoritative source of the organizational location of authority. The MS-1203 defines authority as the ability to make the final, binding decision or to take specific action, or both as an official representing the United States Government. Such authorities have a legal basis in statute or regulation. Authority to make a decision or take an action is different from having responsibility.

Following are tables that show many of the authorities as well as the assigned responsibilities for the wildland fire management program. In addition to the national level MS-1203, each state may have a supplemental manual that is consistent with the MS-1203. BLM offices should ensure adherence to the MS-1203 as well as the relevant state supplemental manual.

### Management Performance Requirements for Fire Operations

<table>
<thead>
<tr>
<th>AUTHORITY</th>
<th>SD</th>
<th>DM</th>
<th>May be re-delegated to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Commit funds and personnel for management of wildfires and all hazard incidents.</td>
<td>X</td>
<td>X¹</td>
<td>X²</td>
</tr>
<tr>
<td>2. Coordinate decisions of the Geographic Multi-Agency Coordinating Group as they affect BLM lands to establish fire priorities, allocate and re-allocate fire suppression resources.</td>
<td>X</td>
<td></td>
<td>X³</td>
</tr>
<tr>
<td>3. Authority to expend up to the State authorization limit for discretionary preposition and short-term fire severity needs.</td>
<td>X</td>
<td></td>
<td>X⁴</td>
</tr>
<tr>
<td>AUTHORITY</td>
<td>SD</td>
<td>DM</td>
<td>AA</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>----</td>
<td>----</td>
<td>----</td>
</tr>
<tr>
<td>4. Approve fire operating plans committing funds and/or resources in support of national level agreements for mutual assistance.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>5. Enter into agreements to provide for the housekeeping functions of combined agency-operated fire facilities.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>6. Approve Fire Management Plans (FMPs).</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>7. Approve Wildland Fire decisions.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>8. Close areas under the administration of the BLM during periods of high hazard to prevent fires.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Issue fire prevention orders that close entry to, or restrict use of, designated public lands.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Approve Prescribed Fire Plans.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>11. Approve Individual Fire Reports.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Determine liability for unauthorized use on public lands. Accept payment in full. Dispose resources and recover funds.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>13. Approve aircraft use for transportation of passengers and cargo.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. During a wildfire or all-hazard incident, only qualified ICs can be delegated this authority. Cannot be re-delegated below either the Field Manager or NCL Manager, except for Alaska.
2. Only the Alaska SFMO is re-delegated this Authority.
3. Delegated to SFMOs.
4. May only be re-delegated to SFMO.
5. Cannot be re-delegated below the DM level.
6. Cannot be re-delegated below Field or NCL Manager level.
7. Cannot be re-delegated below the Field or NCL Manager.
8. Can only be re-delegated to DFMO.
### ASSIGNED PROGRAM RESPONSIBILITY

<table>
<thead>
<tr>
<th>ASSIGNMENT</th>
<th>SD</th>
<th>DM</th>
<th>AA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Provide a written Delegation of Authority to FMOs that gives them an adequate level of operational authority. If fire management responsibilities are zoned, ensure that all appropriate Agency Administrators have signed the delegation.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2. Ensure only trained and qualified personnel are available to support wildland fire operations at the local and national level.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3. Annually convene and participate in pre- and post-season fire meetings.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4. Review critical operations and safety policies and procedures with fire and fire aviation personnel.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>5. Ensure fire and fire aviation preparedness reviews are conducted annually in all unit offices. Participate in at least one review annually.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>6. Complete timely response and follow-up to fire preparedness and program reviews.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
| 7. Provide written notification to the:  
  - State Director when federal combined expenditures for an incident meet or exceed $5 million AND more than 50% of the burned acres are managed by the BLM (in Alaska, more than 50% of the burned acres are managed by DOI and ANCSA).  
  - National Director, through the State Director, when federal combined expenditures for an incident meet or exceed $10 million AND more than 50% of the burned acres are managed by the BLM (in Alaska, more than 50% of the burned acres are managed by DOI and ANCSA).  
    Notifications should be emailed with a cc to the BLM Fire and Aviation Directorate Assistant Director. |    |    | X |
<p>| 8. Ensure proper level of investigations types are conducted per Chapter 18. | X | X |    |</p>
<table>
<thead>
<tr>
<th>ASSIGNED PROGRAM RESPONSIBILITY</th>
<th>SD</th>
<th>DM</th>
<th>AA</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Ensure Resource Advisors are identified, trained and available for incident assignment. Refer to the Federal Wildland Fire Qualifications Supplement.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>10. Ensure trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource and improvements for all human-caused fires where liability can be determined, as per Fire Trespass Handbook H-9238-I.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>11. Ensure completion of Air Quality Exceedance Review.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>12. Ensure prescribed fire activities are in compliance with state smoke management program and Clean Air Act. Participate in Air Quality Exceedance Notice of Violation review.</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>13. Approve the State Fire Trespass Operating Plan.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>14. Ensure prescribed fire activities are in compliance with Interagency, National and State Office policy. Participate in periodic reviews of the prescribed fire program.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>15. Ensure Safety Program is in place, has a current plan, and has an active safety committee that includes the fire program.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>17. Establish and maintain a Serious Incident or Fatality (SIOF) Plan.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>18. Ensure that a current emergency medical response plan is in place and accessible.</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>19. Personally visit fires each year (see Appendix A).</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>20. Provide an Agency Administrator briefing to Incident Management Teams. See Appendix D.</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>21. Attend post fire closeout on Type 1 and Type 2 fires (attendance may be delegated).</td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
ASSIGNED PROGRAM RESPONSIBILITY | SD | DM | AA
--- | --- | --- | ---
22. Sign and date the *Agency Administrator Ignition Authorization* (PMS 484-1, Element 2A) with the time frame identified before the prescribed fire is ignited. |  |  | X

**Post Incident Review**

Appendix B *(Manager’s Supplement for Post Incident Review)* emphasizes the factors that are critical for ensuring safe and efficient wildland fire suppression, and provides examples for managers to use in their review of incident operations and Incident Commanders.

**Fire Staff Performance Requirements for Fire Operations**

<table>
<thead>
<tr>
<th>ASSIGNED PROGRAM RESPONSIBILITY</th>
<th>State FMO</th>
<th>District FMO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Establish and manage a safe, effective, and efficient fire program.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>2. Ensure the Fire Management Plan (FMP) reflects the agency commitment to firefighter and public safety by establishing a fire organization to meet state/unit workload or national allocations, while utilizing the full range of fire management activities available for ecosystem sustainability.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>3. Ensure Individual Fire Reports are completed, signed/approved, and entered into WFMI.</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>4. Ensure only trained and qualified personnel are assigned to fire and fire aviation duties.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>5. Ensure only trained and qualified fire and non-fire personnel are available to support fire operations at the local and national level.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>6. Organize, train, equip, and direct a qualified work force.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>7. Ensure the fire safety program is implemented according to fire and non-fire safety regulations, training, and concerns.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>8. Ensure compliance with work/rest guidelines during all fire and fire aviation activities.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>9. Ensure completion of a Risk Assessment (RA) for fire and fire aviation activities, and non-fire activities so mitigation measures are taken to reduce risk.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>ASSIGNED PROGRAM RESPONSIBILITY</td>
<td>State FMO</td>
<td>District FMO</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------------------------</td>
<td>-----------</td>
<td>--------------</td>
</tr>
<tr>
<td>10. Ensure fire and fire aviation management employees understand their role, responsibilities, scope of duty, and accountability.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>11. Establish and implement a post incident assignment performance review process.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>12. Develop, implement, evaluate, and document fire and fire aviation training to meet current and anticipated needs.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>13. Ensure fire and fire aviation policies are understood, implemented, and coordinated with other agencies as appropriate.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>14. Monitor fire suppression activities to recognize when complexity levels exceed program capabilities. Increase managerial and operational resources to meet the need.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>15. Monitor fire season severity predictions, fire behavior, and fire activity levels. Ensure national fire severity funding and national preposition funding is requested in a timely manner, used, and documented in accordance with agency standards.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>16. Monitor the expenditure of Short-Term Severity and State Discretionary Preposition funding.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>17. Ensure agreements with cooperators are valid and in compliance with agency policy, and that attached Annual Operating Plans are current.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>18. Develop annual review and implement current operational plans (e.g., dispatch, preparedness, prevention, draw-down). Ensure that initial response plans reflect agreements and annual operating plans, and are reviewed annually prior to fire season.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>19. Ensure that initial response plans (e.g., run cards, preplanned response) are in place and provide for initial response commensurate with guidance provided in the Fire Management Plan and Land/Resource Management Plan.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>20. Develop, maintain, and implement restrictions procedures in coordination with cooperators whenever possible.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>21. Ensure that the use of fire funds complies with department and agency policies.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Assigned Program Responsibility</td>
<td>State FMO</td>
<td>District FMO</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------</td>
<td>--------------</td>
</tr>
<tr>
<td>22. Ensure a process is established to communicate fire information to public, media, and cooperators.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>23. Annually convene and participate in pre-and post-season fire meetings.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>24. Oversee pre-season preparedness review of fire and fire aviation program.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>25. Initiate, conduct, and/or participate in fire program management reviews and investigations as per Chapter 18.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>26. Personally participate in periodic site visits to individual incidents and projects.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>27. Utilize the Risk and Complexity Assessment (Appendix E and F) to ensure the proper level of management is assigned to all incidents.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>28. Ensure transfer of command on incidents occurs as per Chapter 11.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>29. Ensure incoming personnel and crews are briefed prior to fire and fire aviation assignments.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>30. Ensure that an accurate and defensible decision is published in the Wildland Fire Decision Support System (WFDSS) for all fires identified as requiring a decision in Chapter 11.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>31. Ensure IMT briefing packages are developed prior to fire season.</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>32. Work with cooperators, groups, and individuals to develop and implement processes and procedures for providing fire safe communities within the wildland urban interface.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>33. Ensure trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource/improvements for all human-caused fires where liability can be determined.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>34. Ensure required personnel are trained in fire cause determination and fire trespass.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>35. Ensure compliance with Interagency, National and State Office policy for prescribed fire activities. Provide periodic reviews of the prescribed fire program.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>ASSIGNED PROGRAM RESPONSIBILITY</td>
<td>State FMO</td>
<td>District FMO</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------</td>
<td>-------------</td>
</tr>
<tr>
<td>36. Annually update and review the Agency Administrator’s Guide to Critical Incident Management (or equivalent).</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>37. Ensure that all fire employees review and update their emergency contact information annually, either in Employee Express or in hard copy format.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>38. Ensure fire season severity predictions, weather forecasts, fire behavior predictors, and fire activity levels are monitored and communicated daily to all employees (hard copy, web page, email, radio, or fax).</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>39. Ensure standards in current National and Local Mobilization Guides are followed.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>40. Comply with established property control/management procedures.</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>41. Certify Area Command and Type 1 Command and General Staff positions.</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>


**Delegation of Authority**

**Delegation for State Fire Management Officers (SFMO)**

In order to effectively perform their duties, a SFMO must have certain authorities delegated from the State Director. This delegation is normally issued annually following re-delegation direction in the MS 1203. The Delegation of Authority should include what Authorities found in the Management Performance Requirements for Fire Operations table above are being re-delegated. The Delegation of Authority may also include items from the Assigned Program Responsibilities section of the Management Performance table, however there should be a clear delineation between Authority being delegated and assignment of responsibility. Appendix C provides a sample “Delegation of Authority.”

**Delegation for District Fire Management Officers (DFMO)**

In order to effectively perform their duties, a DFMO must have certain authorities delegated from the District Manager. This delegation is normally...
CHAPTER 2  BLM PROGRAM ORGANIZATION AND RESPONSIBILITIES

Issued annually following re-delegation direction in the MS 1203. The
Delegation of Authority should include what Authorities found in the
Management Performance Requirements for Fire Operations table above are
being re-delegated. The Delegation of Authority may also include items from
the Assigned Program Responsibilities section of the Management Performance
table, however there should be a clear delineation between Authority being
delegated and assignment of responsibility. Appendix C provides a sample
“Delegation of Authority.”

Preparedness Reviews
The Review and Update of the 1995 Federal Wildland Fire Management Policy
(January 2001) states that, “Agencies will ensure their capability to provide
safe, cost-effective fire management programs in support of land and resource
management plans through appropriate planning, staffing, training, equipment,
and management oversight.” The Assistant Director, Fire and Aviation,
accomplishes this in part through the fire preparedness review process. Fire
preparedness reviews assess fire programs for compliance with established fire
policies and procedures as outlined in the current Interagency Standards for Fire
and Fire Aviation Operations and other pertinent policy documents. Reviews
identify organizational, operational, procedural, personnel, or equipment
deficiencies, and recommend specific corrective actions.

BLM Review Schedules
• BLM Districts conduct fire preparedness reviews annually.
• BLM State Offices conduct state-wide fire preparedness reviews every two
  years.
• The BLM National Office conducts national fire preparedness reviews of
  each BLM state fire program every four years.

BLM Operational Duty Officer (ODO)
Each BLM unit Fire Management Officer will perform the duties of an ODO or
will provide a delegated ODO for their units during any period of predicted
incident activities. ODO responsibilities may be performed by any individual
with a signed Delegation of Authority from the local Agency Administrator.
Qualifications for the ODO will be identified within the Unit Annual Operating
Plan. The required duties for all BLM ODOs are:
• Monitor unit incident activities for compliance with BLM safety policies.
• Coordinate and set priorities for unit suppression actions and resource
  allocation.
• Keep unit Agency Administrators, suppression resources, and information
  officers informed of the current and expected situation.
• Plan for and implement actions required for future needs.
• Document all decisions and actions.
ODOs will provide operational oversight of these requirements as well as any unit specific duties assigned by the local fire managers through the local unit fire operating plan. ODOs will not fill any ICS incident command functions connected to any incident. In the event that the ODO is required to accept an incident assignment, the FMO will ensure that another qualified and authorized ODO is in place prior to the departure of the outgoing ODO.

**State and National Duty Officers**

Each state will maintain a state-level duty officer during fire season and dedicated telephone number. State duty officers are responsible for:

- Establishing a process to identify available assets or needs within their state;
- Communicating availability of or need for assets to other state duty officers;
- Maintaining information on the Asset Intelligence Spreadsheet;
- Approving asset assignments;
- Facilitating movement of assets using established dispatch/coordination system protocols; and
- Ensuring emergency notifications are made to the National Duty Officer.

FA-320 will maintain a national duty officer and dedicated telephone number. The national duty officer is responsible for:

- Monitoring and supporting the Asset Intelligence Spreadsheet;
- Providing coordination and prioritization of prepositioned assets between states if the need arises;
- Resolving disagreements of asset priorities and/or mobilizations by elevating issues to the Division Chief, Fire Operations (FA DC) or delegate;
- Facilitating movement of assets using established dispatch/coordination system protocols;
- Providing briefings and updates to the FA DC/BLM NMAC representative as requested; and
- Ensuring emergency notifications are made according to FA protocols.

All state and national duty officer telephone numbers are listed on the Asset Intelligence Spreadsheet.

**Incident Business**


**BLM Fire Management Position Titles and Fire Department Cooperator Equivalencies**

Bureau of Land Management units that choose to use fire department cooperator nomenclature will utilize the following BLM position title equivalency standard.
<table>
<thead>
<tr>
<th>BLM Fire Management Position Title</th>
<th>Fire Department Cooperator Equivalency</th>
</tr>
</thead>
<tbody>
<tr>
<td>State FMO, District FMO</td>
<td>Chief</td>
</tr>
<tr>
<td>State AFMO, District AFMO</td>
<td>Deputy Chief</td>
</tr>
<tr>
<td>State Office Fire Staff</td>
<td>Assistant Chief</td>
</tr>
<tr>
<td>Field Office FMO, Center Manager, District Fire Management Specialist, District Fuels Specialist</td>
<td>Division Chief</td>
</tr>
<tr>
<td>Fire Operations Specialist, Fuels Specialist, Assistant Center Manager, Prevention/Education Specialist</td>
<td>Battalion Chief</td>
</tr>
<tr>
<td>Prevention Technician, Prevention/Education Specialist</td>
<td>Prevention officer</td>
</tr>
<tr>
<td>Hotshot Superintendent, Helicopter Manager</td>
<td>Superintendent</td>
</tr>
<tr>
<td>Engine Captain, Hotshot Foreman, Assistant Helicopter Manager, Fuels Module Leader</td>
<td>Captain</td>
</tr>
<tr>
<td>Fire Engine Operator</td>
<td>Engineer</td>
</tr>
<tr>
<td>Communications Technician</td>
<td>Comm.</td>
</tr>
<tr>
<td>Mechanic</td>
<td>Repair</td>
</tr>
</tbody>
</table>

**Agreements with Cooperators (Rangeland Fire Protection Association (RFPA) and Local Fire Department)**

The BLM should have a cooperative fire response agreement with any RFPA and local fire department (i.e., rural, volunteer and city) that responds to wildfire incidents on lands under BLM protection. These cooperative fire response agreements can be directly with individual BLM units or administered through a statewide cooperative agreement where BLM is a party. When entering into cooperative fire response agreements, BLM will ensure the following minimum required elements are included in the agreement.

- RFPA/local fire department personnel responding to incidents on BLM lands must:
  - Be 18 years of age or older;
  - Have and use the required personal protective equipment (PPE) found in Chapter 7; and
  - Have a basic level of wildland fire training, identified as the National Wildfire Coordinating Group (NWCG) course S-190 and S-130, which can be modified to fit local needs. I-100 is not required, but ICS must be thoroughly covered within the applicable section of S-190 and S-130 (RFPA requirement); or
  - Have a basic level of wildland fire training. The National Wildfire Coordinating Group (NWCG) course S-190 and S-130 are recommended, both courses can be modified to fit local needs (local fire department requirement).
• Pre-identified incident communication protocols will be established and followed (e.g., frequencies plans, points of contact, and interoperable radio hardware).

• The Incident Command System (ICS) will be used to manage all incidents.

Safety and Occupational Health Program

Safety and occupational health program responsibilities are interwoven throughout Bureau program areas, including fire management. Safety of our employees lies within every level of the organization and program implementation can have a direct impact on firefighting personnel. To ensure that program requirements are met to support the fire and aviation management program, the following checklist shall be utilized.

Safety and Health Responsibilities for the Fire Program

<table>
<thead>
<tr>
<th>PERFORMANCE REQUIRED</th>
<th>State Safety Manager</th>
<th>District/Zone Safety Manager</th>
<th>Unit FMO</th>
<th>District/Field Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. An annual Unit Safety and Health Action Plan is developed, approved, and signed by unit Agency Administrator. This plan outlines courses of action to improve the unit’s safety program and is based upon an assessment of what is needed to make the safety program fully functional.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2. Risk Assessments (RAs) are completed for suppression and non-suppression related activities and crews are briefed on RAs prior to beginning work.</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3. An individual has been designated as the Unit Safety Officer.</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4. Maintains a working relationship with all facets of the fire organization including outstations.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>PERFORMANCE REQUIRED</td>
<td>State Safety Manager</td>
<td>District/ Zone Safety Manager</td>
<td>Unit FMO</td>
<td>District/ Field Manager</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------------</td>
<td>----------------------</td>
<td>-------------------------------</td>
<td>----------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>5. A safety committee or group, which includes fire representation, is organized to monitor safety and health concerns and activities.</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>6. Written safety and health programs required by OSHA are in place and being implemented to include fire personnel.</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>7. Employees are provided mandatory safety and health training, including the BLM Fire and Aviation Employee Orientation Checklist.</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>8. Fire safety programs (e.g., SAFENET, 6 Minutes for Safety, Safety Alerts) are known and being utilized.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>9. Safety publications are available to all fire employees (e.g., Incident Response Pocket Guide, DOI Occupational Safety and Health Program – Field Manual).</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>10. Assures that risk management process is integrated into all major policies, management decisions, and the planning and performance of every job. (BLM Manual 1112)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>11. Procedures are in place to monitor Work Capacity Test (WCT) results and ensure medical examination policies are followed.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>PERFORMANCE REQUIRED</strong></td>
<td><strong>State Safety Manager</strong></td>
<td><strong>District/Zone Safety Manager</strong></td>
<td><strong>Unit FMO</strong></td>
<td><strong>District/Field Manager</strong></td>
</tr>
<tr>
<td>--------------------------</td>
<td>--------------------------</td>
<td>-------------------------------</td>
<td>-------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>12. Safety Data Sheets (SDS) are present, accessible, and available for all hazardous materials used and stored in the work area.</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>13. Procedures are in place to purchase non-standard equipment as identified in the Risk Assessment process, and to ensure compliance with consensus standards (e.g., ANSI, NIOSH) for PPE.</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>14. Personal protective equipment (PPE) supplied, is serviceable, and being utilized.</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>15. Ensures tailgate safety meetings are held and documented.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>16. Monitors and inspects operations and work sites for unsafe acts and conditions and promptly takes appropriate preventative and corrective measures. <em>(BLM Manual 1112)</em></td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>17. Procedures are in place for reporting unsafe and unhealthful working conditions.</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>
## Employee Safety and Health Program Responsibility

All employees have personal responsibility to ensure safe and healthful work practices and the following elements specifically outline these responsibilities:

- Complying with applicable work rules, practices, and procedures.
- Using safety devices, personal protective equipment, clothing, and other means provided or directed by recognized authority at all times when necessary for their protection.
- Reporting unsafe and unhealthful working conditions to management.
- Reporting every job-related accident/incident to their supervisor that results in, or has the potential to harm people, property, or the environment.
- Reporting personal conditions that could adversely affect their ability to perform in a safe and healthful manner on the job.
- Completing the BLM Fire and Aviation Employee Orientation Checklist, available on the BLM Fire Operations website.
Emergency Notification and Contact Information

After emergency response actions deliver an injured employee to the immediate medical care facility, prompt notification through the chain of command is essential to ensure proper management support to the employee. For fire operations, notification criteria are as follows:

Injury on a BLM Fire
The responsible unit Fire Management Officer (FMO)/Operational Duty Officer will notify their State Duty Officer (or Fire Operations Group (FOG) representative) immediately. The State Duty Officer (or FOG representative) will then ensure the appropriate local agency GACC operational representative is notified.

BLM Employee Injury
Injured employee’s home unit FMO is notified. The FMO will then notify their State Duty Officer (or FOG representative) immediately. If the employee injury occurs in another state, the State Duty Officer (or FOG representative) will ensure that the hosting State Duty Officer (or FOG representative) is notified of the injury.

Great Basin Smokejumpers

From the Scene
- The accident is reported to the smokejumper spotter, Great Basin Smokejumper Liaison Officer (LO), and local dispatch.
- When the accident involves a jump injury, the spotter and/or ground contact will convey the medical needs and nature of the injury to the local dispatch.
- If cellular phone or satellite phone coverage is available, a ground contact will call the Great Basin Smokejumper LO or DO with details about the accident.

From the Great Basin Smokejumper Duty Officer
- The Great Basin Smokejumper Duty Officer will notify the base manager.
- The smokejumper base manager will notify the Chief, Branch of Preparedness and Suppression Operations (FA-320).
- The Chief, Branch of Preparedness and Suppression Operations (FA-320) will inform necessary parties up the chain of command and notify the NIFC External Affairs Office.
- The Great Basin Smokejumper Duty Officer or Base Manager will notify the BLM State Duty Officer (or FOG Representative).
- The Great Basin Smokejumper Duty Officer will confirm an agency representative will accompany the injured party to the hospital.
From the BLM Great Basin Smokejumper Base Manager

- The smokejumper base manager will contact their base manager counterpart if a visiting jumper is injured.
- The smokejumper base manager will notify the emergency contact of the injured smokejumper if the injured smokejumper is unable to do so.

All fire and aviation employees are required to review and update their emergency contact information annually, either in Employee Express or in hard copy format. This information will only be used for emergency purposes and only by those authorized to make contact with the employee and/or their personal contact(s) and will be maintained in accordance with the provisions of the Privacy Act of 1974.

Employee Advocacy

Fire operations doctrine acknowledges the inherent danger of fire operations and the potential for serious injury or death to firefighters. When these occur, it is important that Bureau employees are provided the best and most appropriate care and support possible. Managers should consult their human resources experts to ensure that applicable Departmental and Bureau human resources policies and guidelines are followed. In addition, the Bureau of Land Management Line of Duty Death (LODD) Response Guide provides information to assist managers in dealing with the many complexities of these occurrences. The LODD Response Guide is available in the Toolbox section of the BLM Fire Operations Website.

BLM Fire and Aviation Honor Guard

The BLM Fire and Aviation Honor Guard represents the highest ideals of honor, dignity, professionalism and respect in serving the agency, the fire community, and the families, friends and co-workers of those who have lost their lives in the line of duty.

The Honor Guard was established to appropriately pay tribute to and honor the memory of employees who perish in the line of duty. The Honor Guard also responds to requests for their participation at events of state and national significance.

The Honor Guard is comprised of a cross-section of the BLM workforce from within the fire and aviation program. A commitment to the program directly impacts fellow members and the ability of the team to function at the highest level possible. Members will be expected to commit for no less than a two-year period, and may remain an Honor Guard member until they can no longer fulfill the commitment or wish to retire from the Honor Guard. Members must stay in good standing in the Bureau.

For more information, refer to http://web.blm.gov/internal/fire/honorGuard.htm.
Introduction
The following section represents a general overview of the BLM Mobile Fire Equipment Policy. The policy can be found in its entirety on the BLM National Fire Equipment Program (NFEP) Website, located within the BLM Fire Operations website.

Policy and Guidance
The BLM fire equipment program is responsible for the design, development, and acquisition of specialized wildland fire equipment to meet the full range of fire management requirements. The design and development is accomplished through the analysis of performance needs required by BLM field units and working with industry to produce prototypes for testing and eventually production units. Acquisition of equipment is accomplished primarily through contracting. The BLM fire equipment program balances advanced technology with overall cost efficiency to provide maximum safety for personnel while effectively meeting fire management needs.

It is agency policy to maintain each piece of fire equipment at a high level of performance and in a condition consistent with the work it has been designed to perform. This shall be accomplished through application of a uniform preventive maintenance program, timely repair of components damaged while on assignment, and in accordance with all agency fiscal requirements. Repairs shall be made as they are identified to keep the equipment functional and in peak operating condition.

Fire Equipment Committees
There are three levels of fire equipment committees: National, State, and Interagency. Fire equipment committees address the broad spectrum of equipment subjects and make recommendations. State committees will report to the respective State Fire Management Officer. The BLM Fire Equipment Group, BLM Dozer/Heavy Equipment Committee, and the BLM Engine Committee report to the Fire Operations Group (FOG). Equipment committees should invite other agency equipment leads to share ideas, transfer technology, and coordinate efforts.

BLM National Fire Equipment Program (NFEP)
The BLM National Fire Equipment Program (NFEP) is located at NIFC. This unit is the sole entity responsible for design, ordering, procurement, and delivery of Working Capital Fund (WCF) 600 series fire equipment that will meet or exceed the minimum performance standards established by the BLM Fire Equipment Group and the BLM Engine Committee. The NFEP website is located within the BLM Fire Operations website.
BLM Fire Equipment Status Report (FES)
Each state will submit an FES report to the NFEP annually by April 15. The FES is required to gather baseline data including the license number, type, make/model and location on mobile asset types (i.e., engines, off-highway vehicles and support vehicles). The Division of Fire Operations will issue an annual reminder notification to the Fire Operations Group (FOG) requesting this information. The FES is available at the NFEP section of the BLM Fire Operations website.

BLM Engine Use Report (EUR)
All BLM engines will utilize the Engine Use Report. The EUR should be printed and completed daily as part of the Fire Equipment Maintenance and Procedure Record (FEMPR) and entered into the BLM EUR Share Point on a monthly basis. Access will be granted by the respective state Fire Operations Group (FOG) representative. The EUR is available at the Engine section of the BLM Fire Operations website.

Equipment Development
The BLM NFEP has established a fire equipment development process to ensure that new fire equipment or technologies meet or exceed established performance standards. All new fire equipment will follow this development process and will be tested and evaluated under actual field conditions prior to being made available for general ordering.

Fire Equipment Standardization
Standardization of fire equipment aids in the ability to produce equipment that effectively meets the Bureau’s mission by providing cost effective equipment with the least impact on fire programs. Standardization also contributes to the ability to provide effective, consistent, and quality training to the BLM fire program workforce. The BLM Fire Equipment Group and the BLM Engine Committee have the responsibility to establish and approve minimum performance standards for all BLM-specific fire equipment.

Fire Engine and Command Vehicle Identifier Standards
Bureau of Land Management fire engine and command vehicle identifier standards have been established by the national Fire Operations Group and can be found at the BLM Fire Operations website.

 Improvement and Deficiency Reporting
The BLM Fire Equipment Improvement and Deficiency Reporting System is used to collect improvement recommendations and deficiency reports for all BLM fire equipment. The reporting system enables the BLM NFEP to build a comprehensive database to document problems, identify trends, and establish priorities for development and modification of new and existing equipment. District/Field Offices are required to submit timely and detailed deficiency reports for problems encountered with BLM fire equipment. Reports will also be
submitted for suggestions for improvement. Submitted reports will receive immediate attention. The NFEP will immediately verify receipt of the deficiency report and will follow-up with the submitting District/Field Office to correct the deficiency or work to incorporate the improvement suggestion. The Improvement and Deficiency Reporting System can be found on the BLM National Fire Equipment Program website, located within the BLM Fire Operations website.

Acquisition of Working Capital Fund Equipment

All WCF 600-series equipment must be ordered through the NFEP using the Fire Equipment Ordering System (FEOS). The National Operations Center (NOC) located in Denver manages the Working Capital Fund (WCF). Each class of vehicle has an established replacement cycle based on miles or hours, vehicle replacement costs, and residual value. The WCF acquires funds through Fixed Ownership and Use Rates determined by the replacement cycle. At the end of the replacement cycle, adequate funds to replace the vehicle are available. For new vehicle purchases, funds are acquired/secured by the receiving unit and the new purchase is added to the WCF. The NOC monitors vehicle usage and replacement cycles, and notifies the NFEP when vehicles need to be replaced. The NFEP then coordinates with the receiving unit to order the replacement vehicle. When the order is placed, the NFEP works with the BLM Fleet Manager, the receiving unit, contracting, and the vendor to fill the order.

Acquisition of new WCF 600-series fire equipment that exceeds the Bureau’s fleet cap is authorized under the following terms:

- Vehicles support fire management actions identified in approved Land/Resource Management Plans and their associated Fire Management Plans. Vehicles will be purchased with funds approved by the Fire and Aviation Directorate.
- Vehicles will be transferred to the benefitting State/Field Office when received. New vehicle purchases will require completion of a BLM Fire and Aviation New Fire Fleet Request in addition to Form 1520-58. The form is located on the NOC Fleet Management website and the NFEP website.

Funding

Procurement of nonstandard equipment with fire management funds when standard equipment is available must have written approval by the Fire Operations Division Chief (FA-300) and the State Fire Management Officer. Most fire vehicles are funded through the WCF. Other types of fire equipment are funded through the normal budget process at the state and local level. Specialized equipment may be funded in a variety of ways including through the Fire and Aviation Directorate, special project allocations, available mid or year end funds, state or local funding, interagency agreement, or through the WCF.
BLM Mobile Fire Equipment Ordering

Ordering of BLM mobile fire equipment is completed through the NFEP at NIFC. Available equipment is listed in the BLM Fire Equipment Ordering System (FEOS) web page. Contact the National Fire Equipment Program for additional information.

States have the authority to order their own equipment using WCF funds. However, the BLM has established required equipment and performance standards for new equipment. These standards have been established to reduce excessive procurement costs, maintain common operational functions, and provide a Bureau wide standard fire fleet.

All WCF 600-class vehicles must be ordered through FEOS. If states order their own equipment using WCF funds, they must have approval from the WCF Fleet Manager, State Fire Management Officer, and the Fire Operations Division Chief (FA-300) prior to ordering.

Equipment Modification/Retrofitting

Modification proposals must be submitted through the Improvement and Deficiency reporting system or applicable FOG subcommittee for consideration and approved through the NFEP. Unauthorized modifications and retrofits have the potential to negatively impact equipment quality and safety and void manufacturer warranties. In such cases, the financial burden of corrective action will be borne by the home state/unit preparedness funding.

600-Class Command Vehicle Procurement Standards

The 600-class vehicles below have been developed and configured specifically for the roles/asset types listed. New, replacement, or upgraded procurements outside of the listed roles/asset types requires State Fire Management Officer and Division Chief, Fire Operations (FA-300) approval utilizing the New Fire Fleet Request form located at web.blm.gov/internal/fire/fire_ops/nfep_policy.htm. An electronic copy of all approvals will be provided to the National Fire Equipment Program (NFEP) manager prior to order.

- 644 Crew Carrier: FPDSS funded hand crew.
- 651/653 Command Truck: District/Unit AFMO, Fire Operations Specialist/Supervisor, FPDSS funded hand crew, FPDSS funded wildland fire module, FPDSS funded helitack crew.
- 652 Superintendent Truck: FPDSS funded hand crew, FPDSS funded wildland fire module, FPDSS funded helitack crew.
- 661 Helitack Support: FPDSS funded helitack crew.

All 600-class vehicles will be ordered by NFEP through the BLM Fire Equipment Ordering System (FEOS). NFEP will route all FEOS orders through the individual State Fire Operations Group representative.
Property Transfer/Replacement

Surplus and early turn-in fire vehicles may be transferred to another unit for continued service with the approval of the State Fire Management Officer and the WCF Manager. In these instances, the vehicle remains in the same class, and the FOR and use rates will continue to be charged to the unit acquiring the vehicle. Units may dispose of fire vehicles prior to the normal replacement date. In these instances, no future replacement is automatically provided and there is no accrued credit for the FOR collected on that unit prior to disposal. Units acquiring this type of equipment continue payment of the FOR and use rates.

Mobile fire equipment transfers to other agencies or organizations must be approved by the NFEP and FA-300 prior to initiating any transfer actions.

Conversions

Offices requesting to convert replacement fire equipment to a different class of equipment must follow and provide the following criteria and documentation:

- Proposed changes meet current and future preparedness requirements identified in Resource/Land Management Plans and Fire Management Plans.
- Proposed changes result in an overall cost savings to the government.

If any proposed changes in equipment result in additional overall costs to the government, documentation must include:

- Increased production rates which may offset additional costs.
- The requesting states availability of sufficient funds to cover additional costs.

BLM units will use the standard form available on the BLM Fire Operations website to provide required documentation for approval for conversions, transfers, and excess vehicles.

BLM Engine Equipment Inventory

BLM engines will be stocked as per the BLM National Engine Equipment Inventory found at the BLM Fire Operations Website.

Fire Equipment Maintenance and Care Standards

BLM fire equipment will be maintained to reflect the highest standards in performance and appearance, and will meet the following standards:

- Equipment exterior:
  - Clean and waxed
  - Free of debris
  - Items secured
  - Windows and mirrors cleaned
  - All mechanical systems in good working order
- Equipment interior:
  - Cab and compartments free of dirt and debris
  - Cab free of loose items
CHAPTER 2  BLM PROGRAM ORGANIZATION AND RESPONSIBILITIES

○ Equipment stored in appropriate compartments and organized
○ Windows and mirrors cleaned
○ Mechanical systems in good working order

Equipment will be stored in sheltered areas away from environmental elements whenever possible to prevent damage to critical seals, mechanical components, and the high-visibility finish.

Fire Equipment Maintenance Procedure and Record (FEMPR)
The Fire Equipment Maintenance Procedure and Record (FEMPR) will be used to document daily inspections and all maintenance for all WCF Class 600 fire equipment and any other vehicle used primarily for fire suppression operations. The FEMPR shall be maintained and archived to record historic maintenance for the duration of the vehicle’s service life. This historical data is beneficial in determining trends, repair frequency, and repair costs. The FEMPR can be found at the BLM Fire Operations website.

Apparatus safety and operational inspections will be performed at the intervals recommended by the manufacturer and on a daily and post-fire basis as required. For engines and water tenders, all annual inspections will include a pump gpm test to ensure the pump/plumbing system is operating at or above the manufacturer’s minimum rating for the pump.

Equipment Bulletins and Equipment Alerts
The purpose of an Equipment Bulletin (EB) or an Equipment Alert (EA) is to share accurate and timely information regarding potential equipment problems and/or needed repairs. The EB is primarily intended to inform the equipment users of recommendations for repairs, potential hazards, or general information related to the overall maintenance, awareness, and safe operation of fire equipment. The EA is time sensitive and addresses potentially serious hazards or risks. The alert includes a specific action that the user must act upon.

Unexpected issues involving wildland fire vehicles which do not fall under other types of wildland fire reviews and investigations and/or other applicable federal, state or specific agency requirements must be reported. If an unexpected vehicle issue warrants an EB or EA it is issued by the National Fire Equipment Program Manager through the Operations Advisory Team and the Capital Equipment Committee. Members of these groups must ensure the information reaches all levels of the organization.

BLM Implementation of the Department of the Interior (DOI)
Authorization for Use of Government Passenger Carrier(s) for Home-to-Work Transportation
The BLM recognizes the need for domiciling fire vehicles for specific positions during fire season in order to provide for more immediate response to wildfires during off-duty hours, and has been granted this authority by DOI.
• Only those positions authorized and pre-identified within the DOI memorandum will have the authority to domicile designated government vehicles.
• This authority is intended only for individuals in first response fire leadership roles who may be responding to initial attack fires directly from their home after hours.
• Government vehicles are used solely for official business and domiciled only during core fire season months when there is a heightened level of current or expected fire activity.
• Authorized positions will be recertified every two years and may be revised at that time.
• Units are responsible for maintaining documentation of home-to-work use of government vehicles. This documentation will be reviewed during annual fire and aviation preparedness reviews. A BLM standard tracking form has been developed and may be used for this purpose. It can be found on the BLM Fire Operations website at http://web.blm.gov/internal/fire/fire_ops/toolbox.htm.

Lights and Siren Response

Responding to BLM wildfire incidents normally does not warrant the use of emergency lights and siren to safely and effectively perform the BLM mission. However, there may be rare or extenuating circumstances when limited use of lights and sirens are appropriate and necessary due to an immediate threat to life.

Those BLM state organizations that determine a lights and sirens response is necessary to meet mission requirements must develop an operating plan that is signed and approved by the State Director and forwarded to the Chief, Division of Fire Operations, BLM FA. The operating plan must ensure the following:

1. All vehicles (command, engines, etc.) will be properly marked, equipped, and operated in accordance with state statutes, codes, permits, and BLM unit requirements.
2. Drivers will complete training in the proper use of lights and sirens response in accordance with National Fire Protection Association (NFPA) 1451 and 1002 standards, as well as any state requirements.
3. Engine drivers responding with lights and sirens will be minimally qualified as engine operator with a qualified engine boss in the engine; otherwise, driver must be engine boss qualified. Command vehicle drivers will be minimally qualified as single resource boss.
4. Lights and sirens will meet NFPA and state code requirements.
5. Posted speed limits will be followed at all times, regardless of response type.
6. Operators will stop or reduce speed as circumstances dictate prior to proceeding through all intersections.
7. Traffic light changing mechanisms (e.g., Opticons) will only be used under formal written agreement with state and local governments. They will be
CHAPTER 2 BLM PROGRAM ORGANIZATION AND RESPONSIBILITIES

46 Release Date: February 2019

used only when they are necessary to create safe right-of-way through urban high-traffic areas. All pertinent state and local statutes and procedures will be adhered to.

8. Authorization to respond with lights and sirens does not cross state lines.
No driver will be authorized by one state to operate with lights and sirens in another state.

BLM Firefighters

Introduction
Firefighters operate within the Incident Command System (ICS), which is a component of the National Incident Management System (NIMS).

In the ICS, firefighters are either assigned as single resource overhead (individuals assigned to specific supervisory or functional positions) or as members of an organized unit. The individuals within these units are trained to provide different levels and types of tactical, logistical, and managerial capability.

These units include:

- **Hand Crews** – Vehicle mobile firefighters that specialize in the use of hand tools, chainsaws, portable pumps, and ignition devices for tactical operations. Hand crew types include Interagency Hotshot Crews (IHC)s, Type 2 Initial Attack Crews, Type 2 Crews, and Fire Suppression Modules.

- **Engine Crews** – Engine mobile firefighters that specialize in the use of engines for tactical operations.

- **Helitack** – Helicopter mobile firefighters that specialize in the use of helicopters for tactical and logistical operations.

- **Smokejumpers** – Fixed wing aircraft and parachute mobile firefighters that specialize in the use hand tools, chainsaws, and ignition devices for tactical operations.

BLM Firefighter Priority for Use

- Initial attack on lands for which the BLM has suppression responsibility.
- Other fire suppression/management assignments on BLM lands.
- Other fire suppression/management assignments on other agency lands.
- All Hazard – ESF#4 reference:

BLM Fire Operations Group National Preposition Strategy

The Fire Operations Group (FOG) has established an Asset Intelligence Spreadsheet for priority placement and prepositioning of suppression resources. Information can be found on the FOG website at

Mobilization of BLM Firefighters

BLM firefighters are mobilized to perform the following functions:

- Suppress fires and manage wildland fire incidents;
- Improve BLM initial attack capability;
- Maximize the utilization of limited BLM fire operational assets;
- Provide additional fire management capability in high tempo periods;
- Provide experience and developmental opportunities to BLM firefighters;
- Perform fire management project work or assignments; or
- Perform other project work or assignments.

There are six funding mechanisms for mobilizing BLM firefighters:

- Preparedness funding
- Suppression funding
- Short-term severity (State-level/Regional-level Severity) funding
- National-level severity funding
- National preposition funding
- State discretionary preposition funding

Preparedness Funding
Preparedness funding may be used to mobilize resources for normal preparedness activities such as:

- Movement of resources within a unit not associated with fire activity;
- Detailing firefighters to fill vacant positions;
- Project work or normal preparedness activities; and/or
- Training.

Fire managers have the authority to expend preparedness funding for preparedness activities. Mobilization of non-BLM federal resources with BLM preparedness funding requires a reimbursable agreement.

Suppression Funding
Suppression funding is used to mobilize resources to wildland fire incidents. BLM firefighters are mobilized directly to incidents using established methods (resource orders, initial attack agreements, dispatch plans, response plans, etc.).

Short-Term Severity (State-Level Severity)
Short-term severity funding may be used to mobilize resources for state/regional short-term severity needs that are expected to last less than one week, such as:

- Wind events;
- Cold dry front passage;
- Lightning events; and/or
- Unexpected events such as off-road rallies or recreational gatherings.

Each state director and the Fire and Aviation division chiefs for Operations and Aviation have been delegated the authority to expend “short-term” severity
funds per fiscal year. This discretionary severity authorization can be expended for appropriate severity activities without approval from Fire and Aviation. States will establish a process for requesting, approving, and tracking short-term severity funds.

**National-Level Severity Funding**

National-level severity funding is used to mobilize resources to areas where:

- Preparedness plans indicate the need for additional preparedness/suppression resources;
- Anticipated fire activity will exceed the capabilities of local resources;
- Fire season has either started earlier or lasted longer than identified in the Fire Danger Operating Plan;
- An abnormal increase in fire potential or fire danger (e.g., high fine fuel loading, fuel dryness) not planned for in existing preparedness plans; and/or
- There is a need to mitigate threats to values identified in Land and Resource Management Plans with AD, Fire and Aviation concurrence.

In addition to the above criteria, the AD, Fire and Aviation may consider other factors when approving requests for national severity.

Guidance for requesting and utilizing national-level severity funding is found in Chapter 10 and on the BLM Fire Operations website. Requests should be consolidated by state, coordinated with Fire and Aviation, and then submitted to Fire and Aviation by the State Director. The official memo requesting funds should be mailed to the Assistant Director, Fire and Aviation. An electronic copy should also be e-mailed to “BLM_FA_Severity@blm.gov.”

Severity funding requests will be accepted and approved for a maximum of 30 days, regardless of the length of the authorization. Use of severity funding must be terminated when abnormal conditions no longer exist. If the fire severity situation extends beyond the 30-day authorization, the state must prepare a new severity request.

An approval memo from Fire and Aviation will list authorized resources along with a cost string code for each state and field office to use for all resources. All resources authorized through this process will be counted in the state’s severity authorization limit, including extension of exclusive use aircraft contracts.

In order to support the BLM national aviation strategy, which includes prioritized allocation based on need, air resource mobility, and cost containment, a state may be directed to release an air resource to another state. All charges related to releasing an air resource will be covered by Fire and Aviation or the receiving state.

**National Preposition Funding**

National preposition funding is used to mobilize resources to areas with anticipated fire activity when other funding is not available. Units may request national preposition funding from FA to acquire supplemental fire operations...
assets to increase initial attack capability. National preposition funding may be used to mobilize resources when BLM units:

- Do not have available preparedness funding;
- Do not have available short-term severity funding; or
- Do not meet the criteria for use of national severity funding.

Approved national preposition funding may be used only for travel and per diem costs for the duration of the assignment, and overtime labor costs associated with the original preposition move.

Each State Director has been delegated the authority to expend national preposition funding within an allocation limit established annually through issuance of an Instruction Memorandum. The criteria stated above apply to this allocation.

- National Preposition Request Process
  - Unit FMO identifies need and notifies State FOG representative. FOG representative informs SFMO.
  - FOG representative coordinates with unit FMO to verify need and determine asset types, numbers, and projected preposition location.
  - Requesting FOG representative queries FOG group and identifies available assets.
  - Requesting and sending FOG representatives jointly complete the BLM Preposition Request Form found on the BLM Fire Operations website.
  - Requesting FOG representative will submit the request electronically via e-mail to “BLM_FA_Prepositioning@blm.gov” to acquire Division of Fire Operations (FA-300) approval. If aviation assets are requested, FA-300 will coordinate with the National Aviation Office (FA-500) and secure FA-500 approval.
  - FA-300 will notify the requesting and sending FOG representatives via e-mail when the request is approved.
  - After securing FA-300/500 approval, the requesting FOG representative places name request order(s) for specified assets through normal coordination system channels.
  - Responding BLM assets will be assigned to a temporary host unit by the receiving FOG representative.
  - Responding assets, sending/receiving FOG representatives, and the temporary host unit will negotiate length of assignment and crew rotation, and ensure that prepositioned personnel meet work/rest requirements.

BLM preposition funding request information can be found at the BLM Fire Operations website.

State Discretionary Preposition Funding
Each State Director has been delegated the authority to expend preposition funding for prepositioning activities in amounts determined by the BLM Fire
Leadership Team. This discretionary preposition funding authorization can be expended for appropriate preposition activities (according to the criteria established for National Preposition Funding) without approval from the AD, FA.

Each state will establish a process to document requests and approvals, and maintain information in a file.

**BLM Fire Training and Workforce Development**

**BLM Fire Training and Workforce Development Program**
The BLM National Fire Training and Workforce Development Program is located at NIFC and works for the BLM Chief, Preparedness and Suppression Operations. The program develops the wildland firefighting workforce through qualification standards, training standards, and workforce development programs in support of BLM fire management.

**BLM Standards for Fire Training and Workforce Development**
The BLM Fire Training and Workforce Development Program, in coordination with the BLM Fire Operations Group and the BLM Fire Training Committee, is responsible for publishing the *BLM Standards for Fire Training and Workforce Development*. The *BLM Standards for Fire Training and Workforce Development* provides fire and aviation training, qualifications, and workforce development program management direction. This document is available at [https://www.nifc.gov/training/trainingBLM_main.html](https://www.nifc.gov/training/trainingBLM_main.html).

Personnel hired by the BLM must meet requirements established in the position description. If the position description requires Incident Command System qualifications, only qualifications and minimum requirements specified in the NWCG *NIMS: Wildland Fire Qualification System Guide* (PMS 310-1) will be applied as selective factors and/or screen-out questions. To avoid reducing candidate pools, BLM-specific requirements that are supplemental to the PMS 310-1 may not be used as selective placement factors/screen-out questions. Supplemental BLM-specific training or qualification requirements may only be used as selective factors and/or screen-out questions when requested and justified by the selecting official, and approved by human resources. Impacts to the candidate pool must be addressed in the justification. As with all other BLM or DOI-specific training/experience requirements (e.g., Do What’s Right training, purchase card training) that newly hired employees from other agencies may not have, the supervisor and IQCS certifying official are responsible for reconciling that employee’s training and IQCS record after the employee has entered on duty. This may be accomplished by providing additional training/experience or by manually awarding competencies as per established IQCS protocol.
## BLM Firefighters General Non-Fire Training Requirements

### 2 Administratively Determined (AD) and Emergency Firefighters (EFF)

<table>
<thead>
<tr>
<th>Training Required</th>
<th>Initial Requirement/ Frequency</th>
<th>Delivery Method/ Responsible Party</th>
</tr>
</thead>
</table>
| Defensive Driving | Prior to operating motor vehicle for official purposes.  
(If operating GOV, including rental or leased, vehicle for official purposes.)  
Once every three years. | DOI Talent or Instructor-led  
Unit Safety Manager |
| First Aid/ Cardiopulmonary Resuscitation (CPR) | Upon initial employment.  
Every 3 years or per certifying authority. At least two persons per crew (GS or AD) shall be current and certified. | Instructor-led  
Unit Safety Manager |

### 3 Agency Permanent, Career Seasonal, and Temporary Firefighters

<table>
<thead>
<tr>
<th>Training Required</th>
<th>Initial Requirement/ Frequency</th>
<th>Delivery Method/ Responsible Party</th>
</tr>
</thead>
</table>
| Safety Orientation | Once | Instructor-led  
Supervisor |
| Bloodborne Pathogens | Once: Awareness level.  
For employees not at increased risk (e.g., non-fireline support personnel)  
Annually: For employees at increased risk due to assigned duties (e.g., IHC, Helitack, SMKJ, Engine Crew) | Instructor-led  
Unit Safety Manager |
| Defensive Driving | Prior to operating motor vehicle for official purposes  
Once every three years | DOI Talent or Instructor-led  
Unit Safety Manager |
| First Aid/ Cardiopulmonary Resuscitation (CPR) | Upon initial employment  
Every 3 years or per certifying authority | Instructor-led  
Unit Safety Manager |
| HAZMAT - First Responder Awareness Level | Upon initial employment  
Annually | Instructor-led  
Unit Safety Manager |
| USGS Hazard Communications – GHS | Upon initial employment | Instructor-led, DOI Talent  
Unit Safety Manager,  
Unit Hazardous Materials Coordinator |
<table>
<thead>
<tr>
<th>Training Required</th>
<th>Initial Requirement/ Frequency</th>
<th>Delivery Method/ Responsible Party</th>
</tr>
</thead>
</table>
| Do What’s Right/EEO/ Diversity | • Annually | • Instructor-led, DOI Talent, or as determined by EEO Manager  
• FMO (Do What’s Right)  
• EEO Manager |

**Driver Training for Regular Drivers of Fire Equipment**

All regular drivers of specialized vehicles (e.g., engines, water tenders, crew carriers, fuel tenders, helicopter support vehicles) must complete BL-300, *Fire Vehicle Driver Orientation* (initially) and RT-301, *Fire Vehicle Driver Refresher Training* (annually). Course materials are available at the BLM Fire Training website at https://www.nifc.gov/training/trainingFireVehicle.html.

For the purposes of this policy, a regular driver is defined as an employee whose duties include driving fire equipment on a regular basis. This may include highway, off-road, city, mobile attack, and extreme terrain driving.

**BLM Firefighter Mandatory Physical Fitness Standards**

The NIMS: Wildland Fire Qualification System Guide (PMS 310-1) establishes physical fitness standards for NWCG sanctioned firefighters. These standards are assessed using the Work Capacity Tests (WCT). Prior to attempting the WCT, all permanent, career-seasonal, temporary, Student Career Experience Program (SCEP), and AD/EFF employees who participate in wildland fire activities requiring a fitness level of arduous must participate in the DOI Medical Qualification Standards Program (DOI MSP).

Employees serving in wildland fire positions that require a fitness rating of arduous as a condition of employment are required to perform physical fitness conditioning for one hour of duty time each work day. Special exceptions such as being assigned to an incident, travel status, injuries, details, etc., may be granted. BLM employees wholly funded by fire preparedness and/or fuels who maintain a fitness rating of arduous may be authorized one hour of daily duty time for physical fitness conditioning. Participation will be negotiated with the employee’s supervisor. Employees serving in positions that require a fitness rating of moderate or light may be authorized up to three hours per week.

Units will maintain a fitness program that ensures BLM firefighters will possess the physical ability to perform the duties of their positions safely and effectively while ensuring compliance with the requirements of the Work Capacity Test (WCT).

Information on the WCT and the DOI MSP is located in Chapter 13 of this publication. Fitness and conditioning information may be found at https://www.nifc.gov/FireFit/index.htm.
BLM National Fire Operations Fitness Challenge

The BLM fire operations fitness challenge encourages and recognizes achievement in physical fitness by BLM firefighters. The fitness challenge provides a common system by which BLM firefighters can measure current fitness, establish fitness goals, and track fitness improvement.

Efforts are underway to update the fitness challenge. For current specific information about the fitness challenge, refer to the fitness challenge information on the BLM Fire Operations website.

Interagency Fire Program Management Standards

The BLM follows the Interagency Fire Program Management Qualifications Standards and Guide (IFPM Standard), January 2000. The IFPM Standard does the following:

- Establishes minimum qualifications standards for 11 key fire management positions. These standards include 1) basic requirements, 2) specialized experience requirements, 3) NWCG incident management qualifications, 4) additional required training.
- Provides a “complexity rating for program management” table, which is used to determine overall complexity of the unit-level fire program. This is used because qualification standards for some of the 11 identified positions are tied to fire program complexity.

State- and unit-level fire managers should consult human resources officials and apply the IFPM Standard as appropriate. IFPM information is located at: https://www.ifpm.nifc.gov.

BLM Hand Crews

BLM Hand Crew Standards (all crew types)

- **Language** – CRWB and FFT1: must be able to read and interpret the language of the crew as well as English.
- **Flight weight** – 5,300 pounds.
- **Personal gear** – Sufficient for 14-day assignments.
- **Physical fitness** – Arduous, all positions.
- **Required equipment and PPE** – Fully equipped as specified in the Interagency Standards for Fire and Fire Aviation Operations.
### BLM Hand Crew Standards by Type

<table>
<thead>
<tr>
<th>Crew Type</th>
<th>Type 1 IHC</th>
<th>Type 2 IA</th>
<th>Type 2</th>
<th>Fire Suppression Module</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Crew Size</strong></td>
<td>Minimum 20 Maximum 25 (See table in Chapter 13 for “Minimum Crew Standards for National Mobilization”)</td>
<td>Minimum 18 Maximum 20</td>
<td>Minimum 18 Maximum 20</td>
<td>Minimum 5 Maximum 10</td>
</tr>
<tr>
<td><strong>Leadership Qualifications</strong></td>
<td>1 Supt. 1 Asst. Supt. 3 Squad Leaders 2 Senior Firefighters (FFT1) or 1 Supt. 2 Asst. Supt. 2 Squad Leaders 2 Senior Firefighters (FFT1)</td>
<td>1 CRWB 3 ICT5</td>
<td>1 CRWB 3 FFT1</td>
<td>1 SRB/ICT5 2 FFT1</td>
</tr>
<tr>
<td><strong>Fireline Capability</strong></td>
<td>Initial Attack – Can be broken up into squads, fireline construction, complex firing operations (backfire)</td>
<td>Initial Attack – Can be broken up into squads, fireline construction, firing to include burnout</td>
<td>Initial Attack – Fireline construction, firing as directed</td>
<td>Operates as a single module w/T5 command capability</td>
</tr>
<tr>
<td><strong>Language Requirement</strong></td>
<td>All senior leadership including Squad Leaders and higher must be able to read and interpret the language of the crew as well as English.</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
</tr>
<tr>
<td><strong>Crew Experience</strong></td>
<td>80% of the crewmembers must have at least 1 season experience in fire suppression</td>
<td>60% of the crewmembers must have at least 1 season experience in fire suppression</td>
<td>20% of the crewmembers must have at least 1 season experience in fire suppression</td>
<td>Agency only</td>
</tr>
<tr>
<td>Crew Type</td>
<td>Type 1 IHC</td>
<td>Type 2 IA</td>
<td>Type 2</td>
<td>Fire Suppression Module</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------------</td>
<td>-----------</td>
<td>--------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Full-Time Organized Crew</td>
<td>Yes (work and train as a unit 40 hours per week)</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Crew Utilization</td>
<td>National Shared Resource</td>
<td>Local unit control</td>
<td>Local unit control</td>
<td>Local unit control</td>
</tr>
<tr>
<td>Communication</td>
<td>8 programmable handheld radios 1 programmable mobile radio in each truck</td>
<td>4 programmable handheld radios</td>
<td>4 programmable handheld radios</td>
<td>2 programmable handheld radios</td>
</tr>
<tr>
<td>Sawyers</td>
<td>4 FAL2, 50% of crew FAL3</td>
<td>1 FAL2, 2 FAL3</td>
<td>None</td>
<td>2 FAL3</td>
</tr>
<tr>
<td>Training</td>
<td>As required by the Standards for Interagency Hotshot Crew Operations or agency policy prior to assignment.</td>
<td>Basic firefighter training or once red carded, 4 hours annual fireline refresher training prior to assignment.</td>
<td>Basic firefighter training or once red carded, 4 hours annual fireline refresher training prior to assignment.</td>
<td>Basic firefighter training or once red carded, 4 hours annual fireline refresher training prior to assignment.</td>
</tr>
<tr>
<td>Logistics</td>
<td>Squad-level agency purchasing authority</td>
<td>Crew-level agency purchasing authority recommended</td>
<td>No purchasing authority</td>
<td>Self-sufficient for 48 hours; purchasing authority recommended</td>
</tr>
<tr>
<td>Maximum Weight</td>
<td>5,300 lbs</td>
<td>5,300 lbs</td>
<td>5,300 lbs</td>
<td>N/A</td>
</tr>
<tr>
<td>Dispatch Availability</td>
<td>Available Nationally</td>
<td>Available Nationally</td>
<td>Variable</td>
<td>Variable</td>
</tr>
<tr>
<td>Production Factor</td>
<td>1.0</td>
<td>.8</td>
<td>.8</td>
<td>Variable</td>
</tr>
<tr>
<td>Transportation</td>
<td>Own transportation</td>
<td>Need transportation</td>
<td>Need transportation</td>
<td>Own transportation</td>
</tr>
<tr>
<td>Tools and Equipment</td>
<td>Fully equipped</td>
<td>Not equipped</td>
<td>Not equipped</td>
<td>Variable</td>
</tr>
<tr>
<td>Personal Gear</td>
<td>Arrives with crew first aid kit, personal first aid kit, headlamp, 1-qt canteen, web gear, sleeping bag.</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
</tr>
<tr>
<td>Crew Type</td>
<td>Type 1 IH</td>
<td>Type 2 IA</td>
<td>Type 2</td>
<td>Fire Suppression Module</td>
</tr>
<tr>
<td>-----------</td>
<td>----------</td>
<td>-----------</td>
<td>--------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>PPE</td>
<td>All standard designated fireline PPE</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
<td>Same as Type 1</td>
</tr>
<tr>
<td>Certification</td>
<td>Must be annually certified by the local host unit Agency Administrator or designee prior to being made available for assignment</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

1 BLM Interagency Hotshot Crews (IHCs)

2 BLM IHCs will meet all requirements found in the Standards for Interagency Hotshot Crew Operations (SIHCO) and the Interagency Standards for Fire and Fire Aviation Operations while providing a safe, professional, mobile, and highly skilled hand crew for all phases of fire management and incident operations.

7 BLM IHC Locations

<table>
<thead>
<tr>
<th>State</th>
<th>Crew</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>AK</td>
<td>Chena</td>
<td>Fairbanks</td>
</tr>
<tr>
<td></td>
<td>Midnight Sun</td>
<td></td>
</tr>
<tr>
<td>CA</td>
<td>Diamond Mountain</td>
<td>Susanville</td>
</tr>
<tr>
<td></td>
<td>Kern Valley</td>
<td>Bakersfield</td>
</tr>
<tr>
<td>CO</td>
<td>Craig</td>
<td>Craig</td>
</tr>
<tr>
<td>ID</td>
<td>Snake River</td>
<td>Pocatello</td>
</tr>
<tr>
<td>MS</td>
<td>Jackson</td>
<td>Jackson</td>
</tr>
<tr>
<td>NV</td>
<td>Silver State</td>
<td>Carson City</td>
</tr>
<tr>
<td></td>
<td>Ruby Mountain</td>
<td>Elko</td>
</tr>
<tr>
<td>OR</td>
<td>Vale</td>
<td>Vale</td>
</tr>
<tr>
<td></td>
<td>Lakeview Veteran</td>
<td>Klamath Falls</td>
</tr>
<tr>
<td>UT</td>
<td>Bonneville</td>
<td>Salt Lake City</td>
</tr>
</tbody>
</table>

8 BLM IHC Annual Crew Mobilization

9 Prior to becoming available for mobilization, each BLM IHC will complete the BLM Hotshot Crew Preparedness Review Checklist (#18) and the Annual IHC Mobilization Checklist (SIHCO, Appendix C). The IHC Superintendent,
supervising fire management officer, and supervising agency administrator will complete both checklists. Completed and signed checklists will be sent to the State Fire Management Officer for concurrence. Upon concurrence, the State Fire Management Officer will notify the appropriate Geographic Area Coordination Center and the Branch Chief, Preparedness and Suppression Standards (FA-320) of crew status, and provide copies of the BLM Hotshot Crew Preparedness Review Checklist (#18) and the Annual IHC Mobilization Checklist (SIHCO, Appendix C) to each.

**Establishing or Converting BLM IHC**
BLM state directors must request approval from the AD FA prior to beginning the process to establish a new BLM IHC or to convert a current Type 2 or Type 2 IA crew to an IHC. Upon approval from AD FA, BLM states will follow the Crew Certification Process as outlined in the SIHCO, Chapter 5. The IHC certification process will be coordinated with FA-300.

**BLM IHC Decertification and Recertification**
Changes to crew qualifications and capabilities should be closely examined by the superintendent to ensure that all requirements contained in the SIHCO are met. Any BLM IHC that is unable to meet the minimum requirements will be placed in Type 2 IA status until the requirements can be met. Exceptions to the requirements must be requested by the State Fire Management Officer (for IHCs based in the Eastern and Southern Geographic Areas, the request must be made by the State Director, Eastern States), and may be granted on a case-by-case basis by the Chief, Division of Fire Operations (FA-300).

Short-term inability to meet the requirements may not necessarily require recertification, but will require completion of the Annual IHC Mobilization Checklist (SIHCO, Appendix C) and concurrence from the Branch Chief, Preparedness and Suppression Standards before regaining IHC status. Longer-term or more significant failures to meet the requirements may require the full recertification process as stated in the SIHCO, with oversight from the Division of Fire Operations.

**BLM IHC Size**
Standard crew size is 20-22 with a maximum of 25. For national mobilization, BLM IHCs will have a minimum of 18 personnel. BLM IHC superintendents will obtain prior approval from the respective GACC when the assignment requires fixed wing transport of an IHC with more than 20 personnel.

**BLM IHC Status Reporting System**
BLM IHCs will utilize the National IHC Status Reporting System to report availability, assignment status, and unavailability periods. Refer to Chapter 13 for instructions on how to report.
## BLM IHC Training and Qualification Requirements

<table>
<thead>
<tr>
<th>Position</th>
<th>NWCG Qualification</th>
<th>Fire Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firefighter</td>
<td>FFT2</td>
<td>IS-700 NIMS: An Introduction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICS-100 Introduction to ICS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-130 Firefighter Training</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-190 Introduction to Wildland Fire Behavior</td>
</tr>
<tr>
<td></td>
<td></td>
<td>L-180 Human Factors in the Wildland Fire Service</td>
</tr>
<tr>
<td>Senior Firefighter</td>
<td>FFT1</td>
<td>All the above plus:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-211 Portable Pumps and Water Use</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-212 Wildland Fire Chain Saws</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-131 Firefighter Type 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-270 Basic Air Operations</td>
</tr>
<tr>
<td>Squad Leader</td>
<td>ICT5 CRWB</td>
<td>All the above plus:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>IS-800 NRF: An Introduction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>ICS-200 Basic ICS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-215 Fire Operations in the WUI</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-230 Crew Boss (Single Resource)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-234 Ignition Operations</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-260 Interagency Incident Business Management</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-290 Intermediate Wildland Fire Behavior</td>
</tr>
<tr>
<td></td>
<td></td>
<td>L-280 Followership to Leadership</td>
</tr>
<tr>
<td>Assistant Superintendent</td>
<td>STCR or TFLD CRWB</td>
<td>All the above plus:</td>
</tr>
<tr>
<td>or Captain</td>
<td>ICT4</td>
<td>ICS-300 Intermediate ICS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-200 Initial Attack IC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-330 Task Force/Strike Team Leader</td>
</tr>
<tr>
<td></td>
<td></td>
<td>S-390 Introduction to Wildland Fire Behavior</td>
</tr>
<tr>
<td></td>
<td></td>
<td>L-380 Fireline Leadership</td>
</tr>
<tr>
<td></td>
<td></td>
<td>M-410 Facilitative Instructor or equivalent</td>
</tr>
<tr>
<td>Superintendent</td>
<td>TFLD ICT4</td>
<td>All the above</td>
</tr>
<tr>
<td></td>
<td>FIRB</td>
<td></td>
</tr>
</tbody>
</table>

### BLM Fire Suppression Modules
BLM Fire Suppression Modules are comprised of 5-10 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression operations, and can generally provide incident management capability at the Type 5 level.

---

Release Date: February 2019
BLM Fire Suppression Module Mobilization

BLM Fire Suppression Modules will be statused, tracked, and mobilized in the ROSS system using the resource identifier “Module, Suppression.”

BLM Wildland Fire Modules

Refer to Chapter 13.

BLM Engines

BLM engines carry 2-6 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression operations, and can generally provide single resource incident management capability up to the Type 4 level.

BLM Engine Ordering

- BLM engines will status themselves with their local dispatch center in accordance with local policy and procedure.
- Availability of BLM engines for off unit assignments rests with local unit fire management.
- BLM units needing engines from another state for support will contact their state operations lead with a request.
- The state operations lead will contact the FA Division of Operations or other BLM state office operations leads with the request.

BLM Engine Typing

BLM engines are typed according to interagency standards as established by NWCG. See Chapter 14 for engine typing standards.

BLM Engine Minimum Staffing Requirements

All BLM engines will meet these staffing standards on every fire response:
- BLM engines operating with five or more personnel will always have a fully qualified ENOP (other than the Engine Boss). The Engine Boss must be qualified as ICT4;
- BLM engines operating with four personnel will always have an FFT1 (other than the Engine Boss). The Engine Boss must be qualified as ICT5;
- BLM Engines operating with three or fewer personnel must have an Engine Boss qualified as ICT5 or higher; and
- Chase vehicles are considered part of the engine staffing.

BLM utilizes the term “Engine Captain” to describe an individual whose position description reflects primary responsibility as a supervisory wildland firefighter of a wildland fire engine in a BLM fire management organization. “Engine Captain” is not a fireline qualification.
## Chapter 2  BLM Program Organization and Responsibilities

<table>
<thead>
<tr>
<th>BLM WCF Vehicle Class</th>
<th>NWCG Type Class</th>
<th>Engine Boss</th>
<th>Engine Operator</th>
<th>Engine Crewmember</th>
</tr>
</thead>
<tbody>
<tr>
<td>650 Hummer</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>662 Light</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>663 Light</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>664 Enhanced Light</td>
<td>6</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>665 Interface</td>
<td>3</td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>667 Heavy Engine</td>
<td>3, 4</td>
<td>1</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>668 Super-heavy Engine</td>
<td>3, 4</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>668 Super-heavy Tactical Tender</td>
<td>2 (Tender)</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>669 Tactical Water Tender</td>
<td>1, 2 (Tender)</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>669 Non-Tactical Water Tender</td>
<td>1, 2, 3 (Tender)</td>
<td>See footnote 2 below</td>
<td>See footnote 2 below</td>
<td>See footnote 2 below</td>
</tr>
</tbody>
</table>

1 All WCF class 668 super-heavy engines will be minimally staffed as Type 3 or 4 engines with an Engine Boss, Engine Operator, and Engine Crewmember. All WCF class 668 super-heavy tactical water tenders (2 seats, Tatra chassis, volume pump rated at 250 GPM and 150 PSI or better) will be minimally staffed with an Engine Boss and an Engine Crewmember.

2 A WCF class 669 non-tactical water tender may be staffed with a crew of one driver/operator when it is used in a support role as a fire engine refill unit or for dust abatement. These operators will pass the moderate Work Capacity Test (WCT), take BL-300/RT-301 and annual refresher training, and possess a CDL with tank endorsement and air brake endorsement (if applicable).

When staffing a BLM engine with an employee from another agency on a short-term basis (detail, severity assignment, etc.), the qualification standards of that agency will be accepted. These qualifications must meet PMS 310-1 requirements for the position that the detailed employee is serving in. Fire Management Officers should consider requiring these employees to attain BLM required training and qualifications for long-term details/assignments.

### BLM Engine Training and Qualification Requirements
BLM has established additional training and qualification requirements for Engine Operator (ENOP) and Engine Boss (ENGB). These additional requirements are as follows:
<table>
<thead>
<tr>
<th>Fireline Position</th>
<th>Required Qualifications and Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engine Crewmember</td>
<td>IS-700 NIMS: An Introduction</td>
</tr>
<tr>
<td></td>
<td>ICS-100 Introduction to ICS</td>
</tr>
<tr>
<td></td>
<td>L-180 Human Factors in the Wildland Fire Service</td>
</tr>
<tr>
<td></td>
<td>S-130 Firefighter Training</td>
</tr>
<tr>
<td></td>
<td>S-190 Introduction to Wildland Fire Behavior</td>
</tr>
<tr>
<td>Engine Operator</td>
<td>Qualified as FFT1</td>
</tr>
<tr>
<td></td>
<td>PMS-419 BLM Engine Operator Course</td>
</tr>
<tr>
<td></td>
<td>L-280 Followership to Leadership</td>
</tr>
<tr>
<td></td>
<td>S-131 Firefighter Type 1</td>
</tr>
<tr>
<td></td>
<td>S-211 Portable Pumps and Water Use</td>
</tr>
<tr>
<td></td>
<td>S-212 Wildland Fire Chain Saws</td>
</tr>
<tr>
<td></td>
<td>S-260 Interagency Incident Business Management</td>
</tr>
<tr>
<td></td>
<td>S-290 Intermediate Wildland Fire Behavior</td>
</tr>
<tr>
<td></td>
<td>RT-301 BLM Fire Vehicle Driver Refresher - Annually</td>
</tr>
<tr>
<td>Engine Boss</td>
<td>Qualified as ENOP and ICT5</td>
</tr>
<tr>
<td></td>
<td>ICS-200 Basic ICS</td>
</tr>
<tr>
<td></td>
<td>S-215 Fire Operations in the Wildland/Urban Interface</td>
</tr>
<tr>
<td></td>
<td>S-230 Crew Boss (Single Resource)</td>
</tr>
<tr>
<td></td>
<td>S-290 Intermediate Wildland Fire Behavior</td>
</tr>
</tbody>
</table>

**BLM Engine Driver Requirements**

For engines greater than 26,000 GVWR, the driver of the engine is required to possess a commercial driver’s license. Refer to Chapter 7 for more information.

WCF class 650 and 668 vehicle drivers are required to complete *WCF Class 650 and 668 Driver and Maintenance Training* (once). *WCF Class 650 and 668 Driver and Maintenance Training* may be conducted at the unit/zone/state level utilizing qualified and experienced 650 and 668 operators, with prior approval and oversight by the NFEP. The NFEP maintains a list of qualified cadre members to assist as needed. NFEP staff are available as unit instructors; the hosting unit is responsible for course coordination.

All hands-on components of engine driver training courses will be conducted on the specific vehicle or vehicle type that the driver will be using.

Equivalent courses that satisfy driver training requirements, such as the National Safety Council sanctioned *Emergency Vehicle Operator Course (EVOC)*, will be approved in writing by the Division Chief, Fire Operations, FA on a case-by-case basis.

BLM engine driver training satisfies the Bureau requirement for 4X4 driver training stated in H-1112-1, Chapter 15.

**BLM Smokejumpers**

BLM Smokejumpers operate in teams of 2-8 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression.
BLM Smokejumper (SMKJ) Operations
BLM smokejumper operational and administrative procedures are located in the Interagency Smokejumper Operations Guide (ISMOG), the BLM Ram-Air Training Manual (RATM), the Great Basin Smokejumpers User Guide, Alaska Geographic Area Coordination Center Mob Guide, and other pertinent agreements and operating plans.

BLM Smokejumper Mission
BLM smokejumper aircraft are dispatched with a standard load of 8 smokejumpers and equipment to be self-sufficient for 48 hours. A typical smokejumper mission takes 30 minutes over a fire. A spotter (senior smokejumper in charge of smokejumper missions) serves as the mission coordinator on smokejumper missions. This may include coordinating smokejumper operation with on-scene aircraft over a fire until a qualified ATGS arrives.

BLM Smokejumper Coordination and Dispatch
Smokejumpers are a national shared resource and are ordered according to geographic area or national mobilization guides. The operational unit for Smokejumpers is “one load” (8 smokejumpers). Specific information on the coordination, dispatch, ordering, and use of BLM smokejumpers can be found in the BLM Great Basin Smokejumpers User Guide, and in the Alaska Geographic Area Coordination Center Mob Guide. Contact BLM smokejumpers in Boise at (208) 387-5426 or in Alaska at (907) 356-5540 for these publications.

BLM Ram-Air Parachute System Management
The BLM has exclusive authority for all aspects of BLM Ram-Air parachute system management and operations. This includes:

- System Changes and Modifications – All BLM Ram-Air parachute system modifications, research, and development will be documented and approved using the BLM Smokejumper Modification Document (MODOC) System.
- Ram-Air Training – All smokejumpers utilizing the BLM Ram-Air Parachute system will adhere to the training processes and procedures in the BLM Ram-Air Training Manual.
- Malfunction Abnormality and Reporting System (MARS) – The MARS is a BLM smokejumper system used to report and document malfunctions and abnormalities associated with BLM smokejumper parachute jumping, parachute equipment, and parachute related aircraft operations. The MARS database is used by BLM smokejumper management to analyze malfunctions and abnormalities, identify trends, and initiate corrective actions.
BLM retains exclusive authority to apply corrective actions to all MARS.

- BLM Approved Smokejumper Equipment List – All smokejumpers using the BLM Ram-Air parachute system will only utilize equipment listed in the BLM Approved Smokejumper Equipment List unless specific approval is authorized through a BLM Smokejumper Modification Document (MODOC).

- Incidents, Reviews, and Accident Investigations – BLM smokejumpers will follow all procedures for accident review and investigation as outlined in the *Interagency Standards for Fire and Fire Aviation Operations*, Chapters 2 and 18. The BLM smokejumpers will report incidents/accidents as appropriate, on the MTDC Injury Reporting Form. A BLM Smokejumper subject matter expert will participate in any investigation or review involving the BLM Ram-Air Parachute System.

- Adherence to Agency Policies and Manuals – BLM will adhere to its own policies, guidelines, manuals, handbooks and other operational documents as they pertain to smokejumper parachuting operations. The Smokejumper Base Managers will work through established command channels to change BLM Ram-Air Parachute System policies, guidelines, manuals, handbooks and other operational documents, and/or to request research and development of new products.

**BLM Smokejumper Aircraft**

BLM Smokejumpers use aircraft approved by the Interagency Smokejumper Aircraft Screening and Evaluation Subcommittee (SASES). All aviation operations will be performed according to agency policies and procedures. BLM Smokejumper-specific aviation standards are identified in the *BLM Smokejumper Air Operations Manual*.

**BLM Smokejumper Training**

To ensure proficiency and safety, smokejumpers complete annual training in aviation, parachuting, fire suppression, administration, and safety. Experienced jumpers receive annual refresher training in these areas. First-year smokejumpers undergo a rigorous 4-5 weeks long smokejumper training program.

Candidates are evaluated to determine:

- Level of physical fitness
- Ability to learn and perform smokejumper skills
- Ability to work as a team member
- Attitude
- Ability to think clearly and remain productive in a stressful environment
BLM Smokejumper Training and Qualification Targets

<table>
<thead>
<tr>
<th>Position</th>
<th>IQCS Target</th>
<th>Smokejumper Training Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Managers</td>
<td>T1 and T2 C&amp;G</td>
<td></td>
</tr>
<tr>
<td>Spotter</td>
<td>ICT3, DIVS, ATGS RXB2, SOFR</td>
<td></td>
</tr>
<tr>
<td>Senior Smokejumper</td>
<td>STLD, TFLD</td>
<td>Senior Rigger, FOBS</td>
</tr>
<tr>
<td>Smokejumper</td>
<td>ICT4, CRWB, FIRB</td>
<td>FEMO</td>
</tr>
<tr>
<td>Rookie Smokejumper</td>
<td>ICT5</td>
<td></td>
</tr>
</tbody>
</table>

BLM Smokejumper Jump Proficiency Guideline

To ensure proficiency and safety, it is the goal of BLM smokejumpers to perform a training or operational jump every 14 days. A longer duration time period between jumps can occur due to fire assignments or other duties. Guidelines for managing gaps between jumps beyond 14 days are included in the BLM Ram-Air Training Manual. Funding for currency and/or training jumps are included in the home unit’s normal preparedness budgets. Units hosting contingents or spike bases will not be charged for any proficiency jump or related activities.

BLM Smokejumper Physical Fitness Standards

The BLM smokejumper physical fitness standards are mandatory. All BLM smokejumpers must pass the BLM smokejumper physical fitness standards in order to participate in smokejumper parachute training.

<table>
<thead>
<tr>
<th>BLM Smokejumper Physical Fitness Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Two options)*:</td>
</tr>
<tr>
<td>A. 1.5-mile run in 10:47 minutes or less, or</td>
</tr>
<tr>
<td>B. 3-mile backpacking with a 110-pound load within 65 minutes.</td>
</tr>
<tr>
<td>30 push-ups</td>
</tr>
<tr>
<td>6 pull-ups</td>
</tr>
<tr>
<td>Arduous Work Capacity Test</td>
</tr>
</tbody>
</table>

* Both options of this element are tested during smokejumper rookie training.

Retesting

Retesting criteria include:

- Returning BLM smokejumpers will be provided up to three opportunities to pass the BLM smokejumper physical fitness standards. Each retest will occur no sooner than 24 hours after failing the previous test, and will consist of all elements of the smokejumper physical fitness test.

- BLM smokejumper candidates will be provided one opportunity to pass the BLM smokejumper physical fitness standards.
If an employee sustains an injury (verified by a licensed medical provider) during a test, the test will not count as an attempt. Once an injured employee has been released for full duty, the employee will be given time to prepare for the test (not to exceed 4 weeks).

BLM Exclusive Use Helitack Crews

The BLM contracts for the exclusive use of vendor supplied and supported helicopters. These aviation resources are Type 2 (medium) or Type 3 (light) helicopters and are located at BLM Districts throughout the western United States. Helitack Crews are assigned to manage each contracted helicopter and perform suppression and support operations to accomplish fire and resource management objectives.

Each contract specifies a Mandatory Availability Period (MAP) that the aircraft will be assigned for the exclusive use of the BLM. The National Aviation Office provides the funding to pay for the aircraft’s availability costs.

The BLM host unit is responsible for providing a Helitack Crew that meets the minimum experience and qualification requirements specified in the Exclusive Use Fire Helicopter Position Prerequisites table in Chapter 16. Each functional or supervisory level must have met the experience and qualification requirements of the next lower functional level. The minimum daily staffing level (7 day staffing) must meet the level indicated in the Interagency Helicopter Operations Guide (IHOG) Chapter 2 (BLM helicopters operated in Alaska need only be staffed with a qualified Helicopter Manager).

The host unit is also responsible for providing administrative support, and Interagency Helicopter Operations Guide (IHOG) specified equipment, vehicles, and facilities for their Helitack crews and any other associated specialized equipment.

<table>
<thead>
<tr>
<th>State</th>
<th>Location</th>
<th>NWCG Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>AK</td>
<td>Fairbanks</td>
<td>2 (4 ea.), 3 (3 ea.)</td>
</tr>
<tr>
<td>AZ</td>
<td>Wickenburg</td>
<td>3</td>
</tr>
<tr>
<td>CA</td>
<td>Apple Valley</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Ravendale</td>
<td>3</td>
</tr>
<tr>
<td>CO</td>
<td>Rifle</td>
<td>3</td>
</tr>
<tr>
<td>ID</td>
<td>Boise</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Twin Falls</td>
<td>2</td>
</tr>
<tr>
<td>MT</td>
<td>Lewistown</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Miles City</td>
<td>3</td>
</tr>
</tbody>
</table>
Target (Desired) Exclusive Use Helitack Crew Qualifications and Composition

The following chart indicates target IQCS qualifications for BLM exclusive use helitack crews. These targets are NOT required, but provide direction for increased program capabilities. This chart does not replace the minimum requirements specified in Chapter 16.

<table>
<thead>
<tr>
<th>Role</th>
<th>Target IQCS Qualifications</th>
<th>Target Training</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Helicopter Crew Supervisor</td>
<td>ICT3 or DIVS, HEBM, PLDO, HLCO, ASGS</td>
<td>S-300 or S-339, S-378, L-381, S-375</td>
</tr>
<tr>
<td>Fire Helicopter Squad Boss</td>
<td>ICT4, HMGB</td>
<td>S-200, S-230, S-290, M-410, S-230</td>
</tr>
<tr>
<td>Helicopter Senior Crew Member</td>
<td>ICT5, HMGB(T)</td>
<td>S-372, L-280</td>
</tr>
<tr>
<td>Helicopter Crew Member</td>
<td>FFT1, HECM</td>
<td>S-131</td>
</tr>
</tbody>
</table>

Management Actions for Noncompliant Remote Automatic Weather Stations (RAWS)

Fire managers must be cognizant that all RAWS will not be 100% compliant with standards established in the Interagency Wildland Fire Weather Station Standards and Guidelines (NWCG PMS 426-3) at all times. Furthermore, even when RAWS are fully compliant and operational, RAWS data should be used only in conjunction with other predictive services and fireline data sources in fire management decision making, particularly at the tactical level.

Fire managers must monitor RAWS status and recognize when a station is noncompliant. Noncompliant stations are broadly categorized as follows:
• **Inoperative station.** This station is noncompliant but poses no danger of providing inaccurate weather data because it is not transmitting data.

• **Operating station that has exceeded the required maintenance cycle.** These stations are identified in the weekly “Wildland Fire Management Information (WFMI) weather Noncompliance Report,” which is widely distributed by email and available at [https://raws.fam.nwcg.gov/nfdrs.html](https://raws.fam.nwcg.gov/nfdrs.html). Although transmitted data may be accurate, noncompliance means the data should not be trusted.

• **Operating station that transmits data outside of NWCG PMS 426-3 standards due to faulty sensors or components.** These stations are most easily identified by local users who are familiar with environmental trends and conditions and can recognize data that seems abnormal or clearly unrepresentative of current conditions. This usually indicates faulty sensors or components.

When noncompliant RAWS are identified or suspected, fire managers should implement the following hazard mitigation actions to expedite RAWS repair and to reduce risk to fire personnel:

• Contact the RAWS Help Desk (208-387-5475 or rawshelp@blm.gov).
  
  Identify the station and discuss troubleshooting steps or schedule the necessary repairs. If there are trained personnel in the local area, the Help Desk may be able to ship the required parts and coordinate the repairs via phone. If a professional technician needs to make a site visit, provide a local individual to assist, and use this opportunity to provide training for local personnel.

• Ensure that appropriate personnel and organizations know which stations are out of compliance, and which sensors are affected, if possible. Direct them to alternative weather data sources if possible.

• Use nearby compliant RAWS if available.

• Based on local knowledge of specific RAWS problems (e.g., which sensor is out of compliance), separate reliable data from unreliable data.

• Consider using data from belt weather kit readings, other portable device observations, Predictive Services or National Weather Service offices, or non-fire weather sources such as airports.

Fire managers should ensure that locally held portable RAWS are compliant prior to use; noncompliant portable RAWS will not be activated for data processing via WFMI-weather.

### Sagebrush Rangeland and Sage-Grouse Conservation Related to Wildland Fire

Firefighter and public safety has been, and continues to be, the BLM’s highest fire management priority. Protecting, conserving, and restoring the sagebrush rangelands and sage-grouse habitat are among BLM fire management’s highest natural resource objectives.
The BLM’s management responsibilities include taking actions on public lands to control and manage wildfire and invasive plants in order to protect, conserve, and restore the sagebrush rangelands and sage-grouse habitat. The BLM’s goal is to limit acres burned and damaged within and adjacent to sage-grouse habitat. The BLM will meet this goal through the certain management actions, including fuels management, fire operations and post fire recovery. The following provides guidance to convey leader’s intent while recognizing that not all of these actions and activities apply to all affected offices and successful implementation may look different throughout the BLM.

Prior to, during, and following wildfires, BLM field offices will:

• Protect, conserve, and restore sagebrush rangelands and sage-grouse habitat.
• Strive to maintain and enhance resilience of the sagebrush rangelands, including through fuels and vegetation treatments.
• Foster existing relationships with partners and develop new cooperative relationships that will help bolster BLM capacity to protect sagebrush rangelands and sage-grouse habitat.

With regard to fire operations in sagebrush rangelands and sage-grouse habitat, BLM field offices will:

• Prioritize firefighter and public safety including following our “Standard Firefighting Orders,” mitigate any “Watch-Out Situations,” and apply the principles of Lookouts, Communications, Escape Routes, and Safety Zones on all fire assignments.
• Maintain a strong and proactive preparedness capability when conditions indicate potential for multiple ignitions and large fire growth.
• Maintain situational awareness during suppression resource drawdown levels under multiple ignition and large fire growth conditions.
• Boost suppression capability in critical sage grouse habitat when severe fire weather conditions are predicted.
• Generate interest in local residents and public land users becoming a trained and equipped fire response force to work in concert with existing partners.
• Expand the use of Rangeland Fire Protection Association (RFPA) or Rural Fire Department (RFD) suppression resources.
• Continue and expand efforts to train and use local, non-federal agency individuals as liaisons in wildland fire detection and suppression operations.

The Fire and Aviation Directorate may continue to review wildfires occurring in sagebrush rangelands and sage-grouse habitat as part of the Significant Wildland Fire Review process. A Significant Wildland Fire Review may be conducted, in part, when there are significant political, social, natural resource, complexity, size, or policy concerns; significant and complicated cost-share or multi-jurisdictional issues; or the affected line officer requests a review.

When sage-grouse habitat is burned or threatened by wildland fires burning on or originating on Bureau managed lands, reporting requirements and documentation in the Incident Status Summary (ICS-209) regarding the impact
to sage-grouse habitat should be in accordance with National Multi-Agency Coordinating Group (NMAC) Correspondence #2015-7 dated June 23, 2015 and the Office of Wildland Fire (OWF) Policy Memorandum #2015-007. For additional guidance on sage-grouse inputs to the ICS-209, see the National Interagency Mobilization Guide.

Current habitat designations geospatial data layers provided to the WFDSS system and for calculating acres burned are available at https://www.nifc.gov/fireandsagegrouse/mapsData.html.

BLM Use of the Wildland Fire Decision Support System (WFDSS)

BLM follows interagency policy regarding use of WFDSS. Standards for when WFDSS will be used are found in Chapter 11.

BLM Global Positioning System (GPS) Datum and Coordinate Format Standard

To ensure safe and efficient suppression operations, all BLM fire resources will use a standard GPS datum and latitude/longitude (coordinate) format when communicating GPS references. The standard datum is WGS84, and the standard coordinate format is Degrees Decimal Minutes (DDM). For other activities (e.g., mapping, fire reporting, planning) agency standards will apply.
(This page intentionally left blank.)