

1 **Chapter 3**  
2 **National Park Service Program Organization and**  
3 **Responsibilities**

4 **Introduction**

5 This chapter summarizes specific requirements for NPS fire management  
6 programs. Fire managers should consult DO-18 Wildland Fire and RM-18  
7 Wildland Fire for full guidance and descriptions of requirements summarized in  
8 this chapter. If there is a discrepancy between guidance found in this document  
9 and DO or RM-18, information contained herein will be considered authoritative  
10 as updates occur on a more frequent cycle than either the DO or RM.

11 **Employee Conduct**

12 All employees, cooperators, contractors, and volunteers who participate in  
13 wildland fire activities have the duty to treat each other with respect and to  
14 maintain a work environment free of harassment and misconduct. This includes  
15 conduct broader than the legal definitions of harassment and sexual harassment.  
16 Harassment becomes illegal when enduring the offensive conduct becomes a  
17 condition of continued employment or the conduct is sufficiently severe or  
18 pervasive as to create a work environment that a reasonable person would  
19 consider intimidating, hostile, or abusive. Employees are subject to disciplinary  
20 action, up to and including removal, for engaging in harassing conduct while in  
21 the workplace or in any work-related situation, including while on official  
22 travel. Off-duty misconduct may subject the employee to potential discipline if  
23 the misconduct is likely to have an adverse effect on the NPS (e.g., harassing a  
24 co-worker, visitor, contractor, or volunteer during off-duty hours). More  
25 extensive information, including how to report misconduct or harassment, is  
26 found in Director's Order 16E.

27 Office of Wildland Fire (OWF) Policy Memorandum 2018-011, *Implementing*  
28 *Procedures for the Department of the Interior (DOI) Personnel Bulletin 18-01:*  
29 *Prevention and Elimination of Harassing Conduct for DOI employees deployed*  
30 *to fire (or other emergency) incidents* provides clarification for implementing  
31 the DOI Personnel Bulletin 18-01, *Prevention and Elimination of Harassing*  
32 *Conduct* policy while employees are deployed on incidents.

- 33 • OWF Policy Memorandum 2018-011 can be found at  
34 [https://www.doi.gov/sites/doi.gov/files/elips/documents/personnel-bulletin-](https://www.doi.gov/sites/doi.gov/files/elips/documents/personnel-bulletin-18-01-implementing-procedures-for-employees-deployed-to-fire-or-other-emergency-incidents-approval.pdf)  
35 [18-01-implementing-procedures-for-employees-deployed-to-fire-or-other-](https://www.doi.gov/sites/doi.gov/files/elips/documents/personnel-bulletin-18-01-implementing-procedures-for-employees-deployed-to-fire-or-other-emergency-incidents-approval.pdf)  
36 [emergency-incidents-approval.pdf](https://www.doi.gov/sites/doi.gov/files/elips/documents/personnel-bulletin-18-01-implementing-procedures-for-employees-deployed-to-fire-or-other-emergency-incidents-approval.pdf).
- 37 • DOI Personnel Bulletin 18-01 can be found at  
38 <https://www.doi.gov/employees/anti-harassment/personnel-bulletin-18-01>.

1 **Agency Administrator Roles**2 **Director**

3 The Director of the National Park Service is responsible to the Secretary of the  
4 Interior for fire management programs on public lands administered by the  
5 National Park Service. The Division of Fire and Fire Aviation Management is  
6 responsible to the Director for policy formulation and program oversight.

7 The Chief, Division of Fire and Aviation Management will meet the required  
8 elements outlined in the *Management Performance Requirements for Fire*  
9 *Operations*.

10 **Regional Director**

11 The Regional Director is responsible to the Director for fire management  
12 programs and activities within their region.

13 The Regional Director will meet the required elements outlined in the  
14 *Management Performance Requirements for Fire Operations* and ensure  
15 training is completed to support delegations to line managers and principal  
16 actings.

17 **Park Superintendent**

18 The Park Superintendent is responsible to the Regional Director for the safe and  
19 efficient implementation of fire management activities within their unit,  
20 including cooperative activities with other agencies or landowners in accordance  
21 with delegations of authorities. The Park Superintendent or principal acting will  
22 meet the required elements outlined in the *Management Performance*  
23 *Requirements for Fire Operations*.

24 **Agency Administrator Management Performance Requirements for Fire**  
25 **Operations**

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
1. Take necessary and prudent actions to ensure firefighter and public safety.	X	X	X
2. Ensures sufficient qualified fire and non-fire personnel are available each year to support fire operations at a level commensurate with the local and national fire situation. Ensures that all training and certification of fire and non-fire personnel is completed as required to support fire operations at the local and national level.	X	X	X
3. Ensure Fire Management Officers (FMOs) are fully qualified as identified in the <i>Interagency Fire Program Management Qualification Standards</i> .	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
<p>4. Provide a written Delegation of Authority on an annual basis to individual(s) responsible for wildland fire management activities to ensure an adequate level of operational authority. Depending on park organizational structure, written delegations may be provided to the Chief Ranger, Natural Resource Specialist, FMO, designated Fire Coordinator, Park Group FMO, or to individuals from neighboring fire management organizations, provided a written agreement or memorandum of understanding is in-place. Where applicable, an Inter-park Agreement that specifies the reciprocal responsibilities of the Superintendent and Park Group FMO assigned Duty Officer, will be prepared. This Inter-park Agreement will be accompanied by an annual Delegation of Authority. Both the Delegation of Authority and Inter-Park Agreement will remain valid until rescinded by either party, updates are needed, or personnel changes necessitate a revision and update. As appropriate, the Delegation of Authority will specify multi-agency coordination (MAC) group authorities.</p>	<p>X</p>	<p>X</p>	<p>X</p>

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
5. Fire Management Plans do not expire. They are considered valid until superseded by a new or revised Superintendent approved plan. Ensure applicable park unit resource management objectives are included in the Fire Management Plan (FMP). The comprehensive 7-year review of the FMP is no longer required. Annual updates are required. Then newly established FMP Update Checklist must be completed, signed by the Superintendent and uploaded in the Integrated Resource Management Application (IRMA) under the established park unit name. The new checklist can be found at <a href="https://irma.nps.gov/DataStore/Collection/Profile/3868">https://irma.nps.gov/DataStore/Collection/Profile/3868</a> . Ensure the FMP annual update is completed in advance of the fire season. The regions will determine specific deadlines. If the annual review is not completed by your regional deadline, an interdisciplinary team may need to be assembled to determine if the FMP is still adequate to support the park unit fire management program.			X
6. Reviews and approves wildfire preparedness and fuels management funding based on an accurate and defensible readiness analysis. Ensure use of fire funds is in compliance with Department and Agency policies.	X	X	X
7. Develop fire management standards and constraints that are in compliance with agency fire policies.		X	X
8. Ensure compliance with the collection, storing, and aggregation of Wildland Fire Program Core geospatial data ( <a href="http://share.nps.gov/firegis">http://share.nps.gov/firegis</a> ).			X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
9. Management teams will meet once a year to review fire and aviation policies, roles, responsibilities, and delegations of authority. Specifically address oversight and management controls, critical safety issues and high-risk situations such as team transfers of command, periods of multiple fire activity and Red Flag Warnings.	X	X	X
10. Review safety policies, procedures, and concerns with field fire and fire aviation personnel. Discussions should include issues that could compromise safety and effectiveness during the upcoming season.			X
11. Ensure timely follow-up actions to program reviews, fire preparedness reviews, fire and fire aviation safety reviews, fire critiques and post-season reviews.	X	X	X
12. Ensure fire and fire aviation preparedness reviews are conducted in all units each year. Parks must complete checklists applicable to their specific program scope and complexity and include appropriate program elements, such as prescribed fire. A summary of the preparedness review findings including standards exceeded or needing improvement will be submitted to the Regional FMO before the fire season.		X	X
13. Ensure an approved burn plan is followed for each prescribed fire project; technical review, <i>Prescribed Fire Go/No-Go Checklist</i> (PMS 484-1, Element 2B), and <i>Agency Administrator Ignition Authorization</i> (PMS 484-1, Element 2A) are completed; follow-up monitoring and documentation to ensure management objectives are met.		X	X
14. Ensure Air Quality Exceedance Reviews are completed in cooperation with NPS Air Resource Division.	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
15. Meet annually with major cooperators and review interagency agreements to ensure their continued effectiveness and efficiency (may be delegated).		X	X
16. Ensure post fire reviews are conducted on all fires that escape initial attack or are managed as long term incidents. Participate in all reviews that require management by any type of Incident Management Team (Regional Director may delegate).		X	X
17. Provide management oversight by personally visiting wildland and prescribed fires each year.			X
18. Provide incident management objectives, written delegations of authority and Agency Administrator briefings to Incident Management Teams. See Chapter 11, Agency Administrator Responsibilities.			X
19. Monitor wildfire potential and provide oversight during periods of critical fire activity/situations.	X	X	X
20. Ensures that resource advisors are identified, trained, available, and appropriately assigned to wildland fire incidents. Refer to <i>Resource Advisor Guide for Wildland Fire</i> (PMS 313), Aug. 2017.			X
21. Convene and participate in annual pre- and post-season fire meetings.	X	X	X
22. Ensure Park superintendents who have potential wildland fire response in their park, their designated acting superintendents, and supervisors of fire management officers (FMOs) attain and maintain the Agency Administrator (AADM) qualification in the Incident Qualifications and Certification System (IQCS). The qualification must be attained within two years of appointment to the positions listed above.		X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
23. Ensure appropriate investigations are conducted for accidents (as defined in Chapter 18), entrapments, shelter deployments, and related events.	X	X	X
24. For all unplanned human-caused fires where liability can be determined, ensure actions are initiated to recover cost of suppression activities, land rehabilitation, and damages to the resource and improvements.		X	X
25. For all fires identified as requiring a WFDSS decision in Chapter 11, ensure local unit staff specialists are involved in the development and that all decisions are consistent with the objectives and requirements contained in the Park's Fire Management Plan.			X
26. Ensure there is adequate direction in fire management plans to identify fire danger awareness with escalating fire potential.			X
27. NPS Superintendents or other designated approving officials will maintain WFDSS user profiles (as appropriate), allowing them to approve wildfire decisions in WFDSS.			X
28. Ensure compliance with Departmental and agency policy, as well as Regional Office direction for prescribed fire activities and ensure that periodic reviews and inspections of the prescribed fire program are completed.	X	X	X
29. Review prescribed fire plans and recommend or approve the plans depending upon the delegated authority. Ensure that the prescribed fire plan has been reviewed and recommended by a qualified technical reviewer who was not involved in the plan preparation.			X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
30. At National Preparedness Level 4 and 5, approve the initiation or continuation of prescribed fire applications based on an assessment of risk, impacts of the proposed actions on area resources and activities and include feedback from the Geographic Area Multi-Agency Coordinating Group.		X	
31. Serves as the Management Official (MO) within the DOI Wildland Firefighter Medical Standards Program.		X	X

### 1 Fire Management Staff Roles

#### 2 National Office

3 The Chief, Division of Fire and Aviation (FAM Chief), NPS-NIFC, is  
 4 responsible and accountable for developing policy, program direction and  
 5 international coordination. The FAM Chief, along with the Branch Chiefs for  
 6 Wildland Fire and Aviation, work with interagency cooperators to coordinate,  
 7 reduce duplication, increase efficiencies in wildland fire management and  
 8 aviation, and provide feedback to regional offices on performance requirements.

#### 9 Regional Office

10 The Regional Fire Management Officer (RFMO) provides leadership for their  
 11 fire and fire aviation management program. The RFMO is responsible and  
 12 accountable for providing planning, coordination, training, technical guidance  
 13 and oversight to the park fire management programs. The RFMO also represents  
 14 the Regional Director on interagency geographic coordination groups and Multi-  
 15 Agency Coordination (MAC) Groups. The RFMO provides feedback to units on  
 16 performance requirements.

#### 17 Park

18 The Fire Management Officer (FMO) is responsible and accountable for  
 19 providing leadership for fire and fire aviation management programs at the local  
 20 level. The FMO determines program requirements to implement land use  
 21 decisions through the Fire Management Plan (FMP) to meet land management  
 22 objectives. The FMO negotiates interagency agreements  
 23 (contracting/agreements officer must review and process agreement) and  
 24 represents the Agency Administrator on local interagency fire and fire aviation  
 25 groups.

26 The Superintendent annually shall provide and update the expectations of  
 27 wildland fire program leaders by means of two instruments. One is a limited  
 28 Delegation of Authority that encompasses the scope of duties outlined above.  
 29 The other is an Inter-park Agreement for those cases where a Park Group FMO

- 1 (or designee) handles defined duties on behalf of another NPS unit within the  
2 defined Park Group.

3 **Fire Management Staff Performance Requirements for Fire Operations**

<b>PERFORMANCE REQUIRED</b>	<b>FAM CHIEF</b>	<b>RFMO</b>	<b>FMO</b>
1. Maintain safety first as the foundation for all aspects of fire and fire aviation management.	X	X	X
2. Ensure completion of a job hazard analysis (JHA) for fire and fire aviation activities so mitigation measures are taken to reduce risk.			X
3. Ensure work/rest and length of assignment guidelines are followed during all fire and fire aviation activities. Deviations must be approved and documented.	X	X	X
4. Ensure that only trained and qualified personnel are assigned to fire and fire aviation duties.	X	X	X
5. Develop, implement, evaluate and document fire and fire aviation training programs to meet current and anticipated needs.	X	X	X
6. Establish an effective process to gather, evaluate, and communicate information to managers, supervisors, and employees. Ensure clear and concise communications are maintained at all levels.	X	X	X
7. Develop and maintain an open line of communication with the public and cooperators.	X	X	X
8. Ensure that the fire and fire aviation management staff understand their role, responsibilities, authority, and accountability.	X	X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
9. Organize, train, equip, and direct a qualified work force. Establish "red card" certification/qualification process at the local level. Individual Development Plans (IDP) should be developed for all employees, but special emphasis must be on employees that do not meet standards.	X	X	X
10. Ensure fire and fire aviation policies are understood, followed, and coordinated with other agencies as appropriate.	X	X	X
11. Recognize when complexity levels exceed program capabilities. Increase administrative, managerial, and operational resources to meet the need.	X	X	X
12. Initiate, conduct, and participate in fire management related reviews and investigations, including prescribed fires declared wildfires.	X	X	X
13. Provide for and personally participate in periodic site visits to individual incidents and projects.	X	X	X
14. Utilize the incident complexity analysis to ensure the proper level of management is assigned to all incidents.		X	X
15. Review and evaluate performance of the fire management organization and take appropriate actions.	X	X	X
16. Ensure incoming personnel and crews are briefed prior to fire and fire aviation assignments.		X	X
17. For all fires identified as requiring a WFDSS decision in Chapter 11, ensure local unit staff specialists are involved in the development and that all decisions are consistent with the objectives and requirements contained in the Park's Fire Management Plan.		X	X
18. Monitor fire season severity predictions, fire behavior, and fire activity levels. Take actions to ensure safe, efficient, and effective operations.	X	X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
19. Provide fire personnel with adequate guidance and decision-making authority to ensure timely decisions.		X	X
20. Ensure a written/approved plan based on current land use and/or fire management plans and/or project-level NEPA document exists for each prescribed fire or non-fire treatment. Plans shall be integrated with related vegetation management actions such as invasive species management.			X
21. Ensure effective transfer of command of incident management occurs and oversight is in place.	X	X	X
22. Develop and maintain agreements, operating plans, and contracts on an interagency basis to increase effectiveness and efficiencies.	X	X	X
23. Provide the expertise and skills to fully integrate fire and fire aviation management into interdisciplinary planning efforts.	X	X	X
24. Work with cooperators to identify processes and procedures for providing fire safe communities.	X	X	X
25. Develop, maintain, and annually evaluate the FMP to ensure accuracy and validity by completing a review. Ensure applicable park resource management objectives are included in the Fire Management Plan (FMP).		X	X
26. Ensure budget requests and allocations reflect analyzed anticipated workload.	X	X	X
27. Develop and maintain current operational plans; e.g., dispatch, pre-attack, prevention.	X	X	X
28. Ensure that reports and records are properly completed and maintained.	X	X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
29. Ensure Wildland Fire Program Core spatial data is collected, stored, and aggregated based on NPS standards ( <a href="http://share.nps.gov/firegis">http://share.nps.gov/firegis</a> ).		X	X
30. Ensure fiscal responsibility and accountability in planning and expenditures.	X	X	X
31. Assess, identify, and implement program actions that effectively reduce unwanted wildland fire ignitions and mitigate risks to life, property, and resources. Utilize safe, effective, and efficient management.		X	X
32. Effectively communicate the role of wildland fire to internal and external agency audiences.	X	X	X
33. Complete trespass actions when unplanned human-caused ignitions occur.		X	X
34. Ensure compliance with National and Regional policy and direction for prescribed fire activities and ensure that periodic reviews and inspections of the prescribed fire program are completed.	X	X	X
35. Ensure all fire management actions and activities are consistent with those contained in the current Fire Management Plan and associated environmental compliance documentation.			X
36. Ensures compliance with DOI Wildland Firefighter Medical Standards processes to include Risk Mitigation/Waiver processes.	X	X	X

#### 1 **Fire Management Leadership Board**

2 The Fire Management Leadership Board (FMLB) is established under the  
3 authority of the Chief, Division of Fire and Aviation Management. The purpose  
4 of FMLB is to provide leadership for the National Park Service (NPS) Wildland  
5 Fire Management Program through strategic planning and coordination to  
6 implement a safe and effective fire management program within the NPS. The  
7 FMLB will:

- 8 • Develop and implement a Wildland Fire Management Strategic Plan and  
9 Wildland Fire Policy;

- 1 • Facilitate integrating park, regional and national perspectives in support of
- 2 the Wildland Fire Strategic Plan and Wildland Fire Policy;
- 3 • Develop and recommend strategic direction for long-term NPS Wildland
- 4 Fire Management Program issues, policies, programs and systems,
- 5 including the role of the interagency community, to meet the NPS mission;
- 6 • Develop and recommend budget priorities to the Branch Chief, Wildland
- 7 Fire;
- 8 • Develop budget and financial management guidance and business rules for
- 9 the NPS Wildland Fire Management Program;
- 10 • Communicate with management and leadership regarding wildland fire
- 11 management program issues and needs;
- 12 • Promote/advocate integrating fire programs with other NPS programs; and
- 13 • Address recruitment/retention, succession planning and organizational
- 14 efficiency.

#### 15 **Requirements for Fire Management Positions**

16 All NPS employees assigned dedicated fire management program  
17 responsibilities at the park, regional or national level shall meet established  
18 interagency and NPS competencies (knowledge, skills, and abilities) and  
19 associated qualifications.

20 All NPS employees assigned to wildland fire management incidents will meet  
21 the training and qualification standards set by the National Wildfire  
22 Coordinating Group.

23 Refer to Chapter 13 of the *Interagency Standards for Fire and Fire Aviation*  
24 *Operations* for specific requirements.

25 All wildland fires will be managed by an individual qualified and certified at the  
26 command level appropriate to the complexity level of the incident.

27 The qualification standards identified in the *Interagency Fire Program*  
28 *Management Qualifications Standards* will be required, in conjunction with  
29 specific agency requirements, when filling vacant fire program positions and as  
30 an aid in developing Individual Development Plans (IDPs) for employees.

#### 31 **Training**

##### 32 **Training for Fire Management Officers**

33 The following training is required for fire management officers:

- 34 • Fire Program Management, an Overview (M-581).

##### 35 **NPS Firefighters General Training Requirements**

36 The following training is required for agency permanent, career seasonal and  
37 temporary firefighters:

Required Training	Initial Requirement/ Frequency	Completion Tracking Method	Reference
First Aid/ Cardiopulmonary Resuscitation (CPR)	<ul style="list-style-type: none"> <li>• Upon initial employment</li> <li>• Every 3 years or per certifying authority</li> </ul>	<ul style="list-style-type: none"> <li>• Instructor-led</li> <li>• Unit Safety Manager</li> </ul>	RM-50B, Section 4
HAZMAT - First Responder Awareness Level	<ul style="list-style-type: none"> <li>• Upon initial employment</li> <li>• Annually</li> <li>• Minimum of one hour online course initially and annually</li> </ul>	<ul style="list-style-type: none"> <li>• Instructor-led</li> <li>• Unit Safety Manager</li> <li>• DOI Talent</li> </ul>	<a href="https://www.osha.gov/Publications/OSHA2254.pdf">https://www.osha.gov/Publications/OSHA2254.pdf</a> p. 27
Wildland Fire Safety Training Annual Refresher (RT-130)	<ul style="list-style-type: none"> <li>• No minimum hourly requirement</li> <li>• Annually</li> </ul>	<ul style="list-style-type: none"> <li>• IQCS</li> </ul>	RM-18 Ch. 10
Bloodborne Pathogens	<ul style="list-style-type: none"> <li>• Annual for employees at increased risk due to assigned duties (i.e., IHC, helitack, WFM, engine crews)</li> <li>• Locally taught or DOI Talent</li> </ul>	<ul style="list-style-type: none"> <li>• Instructor</li> <li>• DOI Talent</li> </ul>	RM-51 Ch. 5

### 1 Structural Fire and Hazardous Materials Response

#### 2 Structural Fire Response Requirements (Including Vehicle, Trash, and 3 Dumpster Fires)

4 In order to protect the health and safety of National Park Service personnel, no  
5 employee shall be directed, or dispatched (including self-dispatching) to the  
6 suppression of structural fires, including vehicle fires, unless they are provided  
7 with the required personnel protective equipment, firefighting equipment and  
8 training. All employees must meet or exceed the standards and regulations  
9 identified in Director's Order and Reference Manual #58, Structural Fire.

10 Vehicle, trash, and dumpster fires contain a high level of toxic emissions and  
11 must be treated with the same caution that structural fires are treated.  
12 Firefighters must be outfitted with NFPA compliant structural fire personal  
13 protective clothing, including self-contained breathing apparatus. Situations  
14 exist during the incipient phase of a vehicle fire where the fire can be quickly  
15 suppressed with the discharge of a handheld fire extinguisher. Discharging a  
16 handheld fire extinguisher during this phase of the fire will normally be  
17 considered an appropriate action for any employee who has received annual fire  
18 extinguisher training. If the fire has gone beyond the incipient stage, employees  
19 are to protect the scene and request the appropriate suppression resources.

## 1 **Delegation of Authority**

### 2 **Delegation for Regional Fire Management Officers**

3 In order to effectively perform their duties, the RFMO must have certain  
4 authorities delegated from the Regional Director. The Delegation of Authority  
5 should include the following roles and responsibilities:

- 6 • Serves as the Regional Director's authorized representative on Geographic  
7 Area Coordination Groups, including MAC groups.
- 8 • Coordinate and establish priorities on uncommitted fire suppression  
9 resources during periods of shortages.
- 10 • Coordinate wildland fire planning, response, and evaluation region-wide.
- 11 • Relocate agency pre-suppression/suppression resources within the region  
12 based on fire potential/activity.
- 13 • Correct unsafe fire suppression activities.
- 14 • Direct accelerated, aggressive initial attack when appropriate.
- 15 • Develop and maintain agreements to provide for the management, fiscal and  
16 operational functions of combined agency operated facilities.
- 17 • Suspend prescribed fire activities when warranted.
- 18 • Give authorization to hire Emergency Firefighters in accordance with the  
19 DOI Pay Plan for Emergency Workers.
- 20 • Approve emergency fire severity funding expenditures not to exceed the  
21 Regional annual authority.

### 22 **NPS Duty Officer (DO)**

23 All Fire Management Officers are responsible to provide DO coverage during  
24 any period of predicted incident activities. DO's responsibilities may be  
25 performed by any individual with a signed Delegation of Authority from the  
26 local Agency Administrator. The Duty Officer may be in a location remote from  
27 the park, but will be familiar with local incident response procedures,  
28 agreements and resources. The required duties for all DOs are:

- 29 • Monitor unit incident activities for compliance with NPS safety policies.
- 30 • Coordinate and set priorities for unit suppression actions and resource  
31 allocation.
- 32 • Keep Agency Administrators, suppression resources and Information  
33 Officers informed of the current and expected situation.
- 34 • Plan for and implement actions required for future needs.
- 35 • Document all decisions and actions.

36 DOs will provide operational oversight of these requirements as well as any  
37 specific duties assigned by fire managers through the fire operating plan. DOs  
38 will not fill any ICS incident command functions connected to any incident. In  
39 the event that the DO is required to accept an incident assignment, the FMO will  
40 ensure that another authorized DO is in place prior to the departure of the  
41 outgoing DO.

### 1 **Engine Operating Standards**

- 2 Current direction on the NPS Fire and Aviation vehicle program is at the NPS  
3 Fire Operations SharePoint site  
4 <http://famshare.inside.nps.gov/wildlandfire/operations/fleetandfacilities/default.aspx>.

### 5 **Vehicle Color and Marking**

- 6 Vehicles dedicated to wildland fire activities shall be white in color and have a  
7 single four-inch wide red reflective stripe placed according to NFPA 1906  
8 (NFPA 1906 8.8.3, 2006 edition). The word "FIRE" red with white background  
9 color will be clearly visible on all four sides of the vehicle. The NPS Arrowhead  
10 will be placed on the front doors. The size and placement of the Arrowhead will  
11 be as specified in RM-9. An identifier will be placed on the vehicle according to  
12 local zone or GACC directions. Roof numbers will be placed according to local  
13 zone procedures.

### 14 **Engine Module Standards**

- 15 If no ENGB is assigned, then the apparatus is designated as a Patrol or  
16 Prevention vehicle, not as an Engine.

Type	Minimum Personnel	ENGB	FFT2 (Minimum Qualification)
3	3	1	2
4	3	1	2
5	2	1	1
6	2	1	1
7	2*	**	1
Tactical Tender	2	1***	1

\* At least one of which is FFT1 and ICT5 qualified.

\*\* An ENGB is required for mobilization.

\*\*\* If the Water Tender is operated without an ENGB then it may only fill Non-Tactical missions as described in Chapter 14.

- 17 • Engines with four or more personnel assigned will always have a qualified  
18 engine operator (ENOP) in addition to an ENGB.  
19 • Additional personnel may be requested by the ordering unit and/or added by  
20 the filling unit for mobilization.

### 21 **Lights and Siren Response**

- 22 Responding to wildland fire incidents normally does not warrant the use of  
23 emergency lights and siren on public roads by calling for or blocking the right-  
24 of-way from other traffic in order to safely and effectively perform the NPS  
25 mission. However, there may be rare and extenuating circumstances when  
26 limited use of emergency lights and siren is appropriate and necessary due to an  
27 immediate threat to life.

- 1 Those units that determine an emergency lights-and-siren response on public  
2 roads is necessary to meet mission requirements must develop an operating plan  
3 that ensures the following:
- 4 1. All vehicles (command, engines, etc.) will be properly marked, equipped,  
5 and operated in accordance with state statutes, codes, permits and NPS  
6 requirements.
  - 7 2. Drivers will complete training in the proper use of lights and siren response  
8 in accordance with National Fire Protection Association (NFPA) 1451  
9 Standard for a Fire Service Operations Training Program and 1002 Standard  
10 for Fire Apparatus Operator/Driver Professional Qualifications, as well as  
11 any state requirements.
  - 12 3. Instructors of lights and siren training must have successfully completed  
13 lights and siren training as part of a federal engine academy, and  
14 Emergency Vehicle Operators Course (EVOC) and a facilitative instructor  
15 course.
  - 16 4. Lights and sirens will meet NFPA and state code requirements.
  - 17 5. Posted speed limits will be followed at all times, regardless of response  
18 type.
  - 19 6. Drivers will stop at all controlled intersections (sign, light, traffic officer)  
20 before proceeding; drivers will stop or reduce speed as circumstances  
21 dictate prior to proceeding through any uncontrolled intersections.
  - 22 7. Traffic light changing mechanisms (e.g., Opticons) will only be used under  
23 formal written agreement with state and local governments. They will be  
24 used only when they are necessary to create safe right-of-way through urban  
25 high-traffic areas. All pertinent state and local statutes and procedures will  
26 be adhered to.

### 27 **Vehicle Maintenance, Repairs and Replacement**

28 Daily preventative maintenance checks, regular servicing, and prompt repairs,  
29 and lifecycle replacement are critical to providing mission readiness,  
30 performance, and safe operation.

#### 31 **Annual Safety Inspections, Scheduled Maintenance, and Daily Inspections**

32 It is required to complete and document annual safety inspections, regularly  
33 scheduled preventative maintenance and daily (or pre-trip) inspections for all  
34 NPS wildland fire vehicles. Annual safety inspections must be documented on  
35 Form 1520-35. Regularly scheduled preventative maintenance, unscheduled  
36 maintenance and repairs for interior owned (I-plate) vehicles is recorded in  
37 FBMS. Daily inspections must be recorded in the FEMPR (*Fire Engine*  
38 *Maintenance Procedure and Record*).

39 The cost of all vehicle repairs and maintenance is the responsibility of the  
40 individual parks unless the damage is directly attributable to operations on a  
41 wildfire. In that case, with approval from the IC, the damages may be paid for  
42 under the fire's suppression account.

1 Wildland fire vehicles that are not operationally sound or have safety  
 2 deficiencies must not be put into service. In addition, vehicles that suffer from  
 3 mechanical or safety issues while en route or on assignment must be taken out of  
 4 service at the earliest opportunity in which it is safe to do so and must not be put  
 5 back into service until corrective action can be completed.

#### 6 **Fixed Ownership Rates (FORs)**

7 FORs are fees that are paid into the WCF annually for each vehicle in the  
 8 program. These fees continue to accumulate over the life of a vehicle and are  
 9 used to replace the vehicle at the end of its life cycle. The FOR is adjusted  
 10 annually by the WCF manager to reflect changes in input parameters.

#### 11 **Equipment Bulletins and Equipment Alerts**

12 The NPS mirrors the Bureau of Land Management (BLM) two-level Equipment  
 13 Bulletin (EB) and Equipment Alert (EA) System. The purpose of the system is  
 14 to share accurate and timely information regarding potential equipment  
 15 problems and/or needed repairs. The EB is primarily intended to inform the  
 16 equipment users of recommendations for repairs, potential hazards, or general  
 17 information related to the overall maintenance, awareness, and safe operation of  
 18 fire equipment. The EA is time sensitive and addresses potentially serious  
 19 hazards or risks. The alert includes a specific action that the user must act upon.

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

#### 27 **NPS Firefighter Target Physical Fitness Standards**

28 These are voluntary targets. They are not mandatory. These targets are  
 29 established to provide NPS firefighters a common standard against which to  
 30 gauge their physical fitness level. NPS firefighters are encouraged to meet or  
 31 exceed these standards.

<b>Fitness Activity</b>	<b>Age 18-29</b>	<b>Age 30-39</b>	<b>Age 40-49</b>	<b>Age 50 and Up</b>
1.5-mile run	11:58	12:25	13:05	14:43
Sit-ups (1 minute)	40	36	31	26
Push-ups (1 minute)	33	27	21	15

The guide below may be used to adjust the 1.5-mile run times to compensate for altitude differences:

Altitude in Feet	1.5-mile Run Time Adjustment
0 - 5,000	No adjustment
5,000 - 6,000	Add 30 seconds
6,000 - 7,000	Add 40 seconds
7,000 - 8,000	Add 50 seconds

### 1 **National Fire Operations Fitness Challenge**

2 The national fire operations fitness challenge encourages and recognizes  
 3 achievement in physical fitness by NPS firefighters. The fitness challenge  
 4 provides a common system by which NPS firefighters can measure current  
 5 fitness, establish fitness goals, and track fitness improvement. The fitness  
 6 challenge is voluntary, but NPS firefighters are encouraged to participate. The  
 7 fitness challenge tests participants in four basic exercises - push-ups, pull-ups,  
 8 sit-ups and a timed run of 1.5 miles. Test results are compiled into a final overall  
 9 score. Unit and Regional offices are encouraged to support and recognize  
 10 achievement in firefighter fitness. Specific information on the fitness challenge  
 11 is located at <https://www.nifc.gov/about-us/our-partners/blm>.

### 12 **Wildland Fire Uniform Standards**

13 The Service-wide Uniform Program Guideline (DO-43) sets forth the service-  
 14 wide policies and associated legal mandates for wearing the NPS uniform and  
 15 for authorizing allowances to employees.

16 The guideline states that superintendents administer the uniform program within  
 17 their areas and are responsible for developing and communicating local uniform  
 18 and appearance standards in accordance with DO-43, determining who will wear  
 19 the uniform and what uniform will be worn and enforcing uniform and  
 20 appearance standards. Three options exist for uniforms for wildland fire  
 21 personnel:

- 22 • Within the context of the uniform standards, if the conventional NPS  
 23 uniform is identified at the local level as required for specified fire  
 24 management staff, fire program management funds may be used to support  
 25 uniform purchases in accordance with allowance limits identified in DO-43.
- 26 • While Nomex outerwear (i.e., shirts, trousers, brush-coats) routinely issued  
 27 as personal protective equipment has become recognized as the uniform of  
 28 the wildland firefighter as a matter of necessity, these apparel also have  
 29 justifiable utility as a uniform standard at the park level for certain fire  
 30 and/or ONPS base-funded wildland fire staff.
- 31 • When the conventional NPS uniform or the full Nomex outerwear is not  
 32 appropriate or justified, local management with park superintendent  
 33 approval may establish a predetermined dress code for fire staff. The goals  
 34 of the NPS uniform program can appropriately be applied (with common  
 35 sense) to this departure from the norm.

- 1 • The DOI Boot Policy is referenced in Chapter 7.
  - 2 • The fire management officer is responsible for establishing a reasonable  
3 allotment schedule for new or returning employees, commensurate with  
4 supplies provided in previous seasons. A suggested per person issuance is  
5 three to four tee shirts, one ball cap, and one sweatshirt (where appropriate).  
6 \$100 would normally be adequate to cover costs of this issuance.
- 7 Where appropriate and justified, fire funds may be applied to the purchase of  
8 100 percent cotton tee shirts, sweatshirts, and ball caps, with appropriate logo  
9 and color scheme, to augment the Nomex outerwear worn in conjunction with  
10 project or wildland fire management incidents. Nomex outerwear will usually be  
11 returned to the park's fire cache based on the tour of duty (end of season,  
12 transfer to another park, etc.).
- 13 Just as with uniform allowance discussed in DO-43, the intent of fire-funded  
14 purchases is to defray the cost of the appropriate apparel, not necessarily to  
15 cover the cost of all items. This will not only be factored into the quantities  
16 deemed necessary for the individual, but would also preclude fire-funded  
17 purchases of fleece jackets, rain gear and other personal items generally  
18 considered the responsibility of those employees not covered by the NPS  
19 uniform program. Exceptions to this should be well-justified and documented.

#### 20 **Fire Management Credentials**

21 The NPS Fire and Aviation Management Credential Program is currently  
22 suspended and undergoing a review.

#### 23 **NPS Use of WFDSS**

24 The internet-based WFDSS will be the primary decision support documentation  
25 platform for all NPS wildfires. Refer to Chapter 11 of the *Interagency Standards*  
26 *for Fire and Fire Aviation Operations* for further guidance.

#### 27 **National Park Service Specific Qualifications and Qualifications Exceptions**

28 Park superintendents who have potential wildland fire response in their park,  
29 their designated acting superintendents, and supervisors of fire management  
30 officers (FMOs) must attain and maintain the Agency Administrator (AADM)  
31 qualification in the Incident Qualifications and Certification System (IQCS).  
32 The qualification must be attained within two years of appointment to the  
33 positions listed above. Requirements for the AADM qualification may be found  
34 in the *Federal Wildland Fire Qualifications Supplement* hosted at  
35 <https://iqcsweb.nwccg.gov/>.