

Wildland Firefighter Risk Mitigation/Waiver Process Responsibilities

1st level Risk Mitigation/Waiver Process

- Receives non-qualification notification from contracted medical provider (CHS) and the opportunity memo (1.2 Initial Letter to WLFF) from Servicing Human Resources Office (SHRO).
- Responds within 5 days of receiving letter
 - Chooses to Opt out (1.2b) or,
 - Chooses to participate in the 1st level Risk Mitigation/Waiver Process
- If needed, requests from the FMO a 15 day Extension (1.2a 2.2b)
- Participates in the Interactive Risk Assessment Process with the FMO and SHRO
- Gathers supporting documentation (up to 14 days allowed for response) - Relevant experience history and training in wildland firefighting or equivalent.
 - Photocopy of your qualification/red card.
 - Description of current and/or previous work experience pertinent to arduous duty.
 - Attach a copy of your Responder Master Record from IQCS.
 - IQCS Record: If your training/experience is incomplete, be sure and document thoroughly (e.g. Course # and/or description and date of training, and /or additional documentation.)
 - Include any outside pertinent information that may support arduous duty.
 - Measures used to mitigate the risk of your medical condition(s) (e.g. Hearing - sit in front of the room when participating in meetings; wear protection whenever exposed to loud prolonged noises such as chainsaws, helicopters, and pumps.)
- Drafts the Risk Mitigation/Waiver memo with the FMO and SHRO
- Reviews advice from Wildland Fire Safety Program Manager (WFSPM) with the SHRO and FMO, and makes revisions to the Risk Mitigation/Waiver memo if needed.
- Receives one of the following MO Decision memos from the SHRO
 - Acceptable Risk decision memo
 - Agrees to Acceptable Risk or Risk with Conditions
 - Signs decision memo and responds back to SHRO within 10 days(1.9b)
 - Unacceptable Risk decision memo
 - Chooses to Opt out (1.2b) or
 - Notifies SHRO of intention to participate in 2nd level Risk Mitigation/Waiver Process (DOI MRB) within 15 days of 1st level determination(1.9c)

2nd level Risk Mitigation/Waiver Process (DOI MRB)

- If needed, requests from the FMO a 10 day Extension (1.2a 2.2b)
- Sends to SHRO within 10 days any additional supporting documentation not included in your 1st level review packet
- Receives Decision Memo from Management Official (MO)
- If applicable, receives notification of status change from DOI MSP