



United States Department of the Interior
FISH AND WILDLIFE SERVICE
Fire Management Branch
National Interagency Fire Center
Boise, Idaho



Memorandum

July 22, 2006

To: Fire Management Coordinators, Regions 1-7 and CNO

From: Chief, Fire Management Branch /s/ *Brian McManus*

Subject: Interagency Fire Program Management Qualifications (IFPM) minimum qualifications standards data to be entered into the Interagency Qualifications and Certification System (IQCS)

To assist fire managers and supervisors in tracking effected employee's progress in meeting the IFPM qualification, a standardized enhancement has been developed for the Incident Qualifications and Certification System (IQCS). This enhancement will assist first line supervisors in establishing individual development plans for their employees and provide a consistent implementation tracking tool for use at the local, regional, and national level.

Supervisors are requested to enter employee IFPM requirements into IQCS by January 1, 2007 for all employees who have been identified as being in one of the 14 key IFPM positions. Attached to this document is the National Fire and Aviation Executive Board transmittal memorandum conveying this request, IFPM-IQCS Getting Started Document, IFPM-IQCS Update Form, and IFPM-IQCS Training Module for your reference. This information will assist you through the process of collecting and entering the necessary information into IQCS.

Please share this information with your regional Human Resource Office to insure they are aware of this tool for tracking progress in meeting IFPM requirements.

These changes became effective in the IQCS system on July 10, 2006. Questions related to this request should be directed to Kevin Conn, Assistant National Fire Management Training Specialist at (208) 387-5505.

Attachments: NFAEB IFPM-IQCS Integration Memorandum
IFPM-IQCS Getting Started Document
IFPM-IQCS Update Form
IFPM-IQCS Training Module