

## Chapter 3 National Park Service Program Organization and Responsibilities

### Introduction

This chapter summarizes specific requirements for National Park Service (NPS) fire management programs. Fire managers should consult DO-18 Wildland Fire and RM-18 Wildland Fire for full guidance and descriptions of requirements summarized in this chapter. If there is a discrepancy between guidance found in this document and Directors Order (DO) or Reference Manual (RM)-18, information contained herein will be considered authoritative as updates occur on a more frequent cycle than either the DO or RM.

### Employee Conduct

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

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

- OWF Policy Memorandum 2018-011 can be found at <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>.
- DOI Personnel Bulletin 18-01 can be found at <https://www.doi.gov/employees/anti-harassment/personnel-bulletin-18-01>.

## 1 Agency Administrator Roles

### 2 Director

3 The Director of the NPS is responsible to the Secretary of the DOI for fire  
4 management programs on public lands administered by the NPS. The Division  
5 of Fire and Fire Aviation Management is responsible to the Director for Policy  
6 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 acting.

### 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 DO, 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>	X	X	X
<p>5. Park units with burnable vegetation must have an approved Fire Management Plan (FMP). All NPS FMPs must align with the current (2014) DOI Fire Management Plan template by October 1, 2024. For additional FMP agency administrator management performance requirements, refer to RM-18, Wildland Fire Management Chapter 4, Fire Management Plans.</p>			X
<p>6. Review and approve wildfire preparedness and fuels management funding based on an accurate and defensible readiness analysis. Ensure use of fire funds is in compliance with DOI and agency policies.</p>	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt.
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
9. Management teams will meet annually 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 annually. 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

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt.
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; and follow-up monitoring and documentation to ensure management objectives are met.		X	X
14. Ensure air quality exceedance reviews are completed in cooperation with the NPS Air Resource Division.	X	X	X
15. Meet annually with major cooperators and review interagency agreements to ensure 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 (AADM) briefings to IMTs. 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. Ensure 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), August 2017.			X
21. Convene and participate in annual preseason and postseason fire meetings.	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt.
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 AADM qualification in the Incident Qualifications and Certification System (IQCS). The qualification must be attained within two years of appointment.		X	X
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 Wildland Fire Decision Support System (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

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt.
29. Review prescribed fire plans and recommend or approve the plans depending upon the delegated authority. Ensure that each prescribed fire plan has been reviewed and recommended by a qualified technical reviewer who was not involved in plan preparation.			X
30. 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 fire  
 11 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 AADM on local interagency fire and fire aviation groups.

25 The superintendent shall annually provide and update the expectations of  
 26 wildland fire program leaders by means of two instruments. One is a limited  
 27 delegation of authority that encompasses the scope of duties outlined above. The  
 28 other is an inter-park agreement for those cases where a park group FMO (or  
 29 designee) handles defined duties on behalf of another NPS unit within the  
 30 defined park group.

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

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
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 roles, responsibilities, authority, and accountability.	X	X	X
9. Organize, train, equip, and direct a qualified workforce. Establish incident qualification 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



PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
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
19. Provide fire personnel with adequate guidance and decision-making authority to ensure timely decisions.		X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
20. Ensure a written/approved prescribed fire/mechanical treatment plan is based on the fire management plan uploaded to the SharePoint site <a href="https://doimssp.SharePoint.com/sites/nps-wildlandfireA123">https://doimssp.SharePoint.com/sites/nps-wildlandfireA123</a> and project level NEPA (Section 106, Section 7 and NHPA) has been completed for each prescribed fire or non-fire treatment.			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, preattack, prevention.	X	X	X
28. Ensure that reports and records are properly completed and maintained.	X	X	X
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

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
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;
- 10 • Facilitate integrating park, regional and national perspectives in support of  
11 the Wildland Fire Strategic Plan and Wildland Fire Policy;
- 12 • Develop and recommend strategic direction for long-term NPS Wildland  
13 Fire Management Program issues, policies, programs and systems,  
14 including the role of the interagency community, to meet the NPS mission;

- 1 • Develop and recommend budget priorities to the Branch Chief, Wildland
- 2 Fire;
- 3 • Develop budget and financial management guidance and business rules for
- 4 the NPS Wildland Fire Management Program;
- 5 • Communicate with management and leadership regarding wildland fire
- 6 management program issues and needs;
- 7 • Promote/advocate integrating fire programs with other NPS programs; and
- 8 • Address recruitment/retention, succession planning, and organizational
- 9 efficiency.

#### 10 **Requirements for Fire Management Positions**

11 All NPS employees assigned dedicated fire management program  
 12 responsibilities at the park, regional, or national level shall meet established  
 13 interagency and NPS competencies (knowledge, skills, and abilities) and  
 14 associated qualifications.

15 All NPS employees assigned to wildland fire management incidents will meet  
 16 the training and qualification standards set by the National Wildfire  
 17 Coordinating Group (NWCG).

18 Refer to chapter 13 of the *Interagency Standards for Fire and Fire Aviation*  
 19 *Operations* for specific requirements.

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

22 The qualification standards identified in the *Interagency Fire Program*  
 23 *Management Qualifications Standards* will be required, in conjunction with  
 24 specific agency requirements, when filling vacant fire program positions and as  
 25 an aid in developing individual development plans (IDPs) for employees.

#### 26 **Training**

##### 27 **Training for Fire Management Officers**

28 The following training is required for fire management officers (FMO):

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

##### 30 **NPS Firefighters General Training Requirements**

31 The following training is required for agency permanent, career seasonal and  
 32 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

Required Training	Initial Requirement/ Frequency	Completion Tracking Method	Reference
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>	OSHA Publication 2254
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 (e.g., IHC, helitack, wildland fire modules [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 All fires that are not Wildland are considered structural and are subject to the  
3 requirements and standards of Directors Order (DO) and Reference Manual  
4 (RM) #58. All employees responding to structural fires must meet or exceed the  
5 qualifications, training, standards and regulations identified in DO and RM #58.

### 6 Delegation of Authority

#### 7 Delegation for Regional Fire Management Officers

8 In order to effectively perform their duties, the RFMO must have certain  
9 authorities delegated from the regional director. The delegation of authority  
10 should include the following roles and responsibilities:

- 11 • Serves as the regional director's authorized representative on geographic  
12 area coordination groups, including MAC groups.
- 13 • Coordinate and establish priorities on uncommitted fire suppression  
14 resources during periods of shortages.
- 15 • Coordinate wildland fire planning, response, and evaluation regionwide.
- 16 • Relocate agency presuppression/suppression resources within the region  
17 based on fire potential/activity.
- 18 • Correct unsafe fire suppression activities.
- 19 • Direct accelerated, aggressive initial attack when appropriate.
- 20 • Develop and maintain agreements to provide for the management, fiscal,  
21 and operational functions of combined agency-operated facilities.

- 1 • Suspend prescribed fire activities when warranted.
- 2 • Give authorization to hire emergency firefighters in accordance with the
- 3 DOI Administratively Determined (AD) Pay Plan for Emergency Workers.
- 4 • Approve emergency fire severity funding expenditures not to exceed the
- 5 regional annual authority.
- 6 • Ensure smoke impacts to the public and fire personnel are addressed
- 7 through IMTs ordering of air resources advisors (technical specialist
- 8 [THSP] ARA) on type 1 fires to the maximum extent practicable. Consider
- 9 ordering ARAs on type 2 fires (as per Public Law 116-9, the Dingell Act
- 10 2019).

#### 11 **NPS Duty Officer**

12 All fire management officers are responsible for ensuring duty officer (DO)

13 coverage during any period of predicted incident activities. DO's responsibilities

14 may be performed by any individual with a signed delegation of authority from

15 the local AADM. The DO may be in a location remote from the park, but will be

16 familiar with local incident response procedures, agreements, and resources. The

17 required duties for all DOs are:

- 18 • Monitor unit incident activities for compliance with NPS safety policies.
- 19 • Coordinate and set priorities for unit suppression actions and resource
- 20 allocation.
- 21 • Keep AADMs, suppression resources, and information officers informed of
- 22 the current and expected situation.
- 23 • Plan for and implement actions required for future needs.
- 24 • Document all decisions and actions.

25 DOs will provide operational oversight of these requirements as well as any

26 specific duties assigned by fire managers through the fire operating plan. DOs

27 will not fill any Incident Command System (ICS) functions connected to any

28 incident. In the event that the DO is required to accept an incident assignment,

29 the FMO will ensure that another authorized DO is in place prior to the

30 departure of the outgoing DO.

#### 31 **Engine Operating Standards**

##### 32 **Vehicle Color and Marking**

33 Vehicles dedicated to wildland fire activities shall be white in color and have a

34 single, four-inch-wide, red, reflective stripe placed according to NFPA 1906:

35 Standard for Wildland Fire Apparatus (NFPA 1906 8.8.3, 2006 edition). The

36 word "FIRE" (red with white background color) will be clearly visible on all

37 four sides of the vehicle. The NPS arrowhead logo will be placed on the front

38 doors. The size and placement of the logo will be as specified in RM-9. An

39 identifier will be placed on the vehicle according to local zone or Geographic

40 Area Coordination Center (GACC) directions. Roof numbers will be placed

41 according to local zone procedures.

### 1 Engine Module Standards

- 2 If no engine boss (ENGB) is assigned, then the apparatus is designated as a  
3 patrol or 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.

- 4 • Additional personnel may be requested by the ordering unit and/or added by  
5 the filling unit for mobilization.

### 6 Lights-and-Sirens Response

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

13 Those units that determine an emergency lights-and-siren response on public  
14 roads is necessary to meet mission requirements must develop an operating plan  
15 that ensures the following:

- 16 1. All vehicles (command, engines, etc.) will be properly marked, equipped,  
17 and operated in accordance with State statutes, codes, permits and NPS  
18 requirements.
- 19 2. Drivers will complete training in the proper use of lights-and-sirens  
20 response in accordance with National Fire Protection Association (NFPA)  
21 1451 Standard for a Fire Service Operations Training Program and 1002  
22 Standard for Fire Apparatus Operator/Driver Professional Qualifications, as  
23 well as any State requirements.
- 24 3. Instructors of lights and sirens training must have successfully completed  
25 lights and sirens training as part of a Federal engine academy, and  
26 Emergency Vehicle Operators Course (EVOC) and a facilitative instructor  
27 course.
- 28 4. Lights and sirens will meet NFPA and State code requirements.
- 29 5. Posted speed limits will be followed at all times, regardless of response  
30 type.

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- 1 6. Drivers will stop at all controlled intersections (sign, light, traffic officer)  
2 before proceeding; drivers will stop or reduce speed as circumstances  
3 dictate prior to proceeding through any uncontrolled intersections.
- 4 7. Traffic light changing mechanisms (e.g., Opticons) will only be used under  
5 formal written agreement with State and local governments. They will be  
6 used only when they are necessary to create safe right-of-way through urban  
7 high-traffic areas. All pertinent State and local statutes and procedures will  
8 be adhered to.

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

10 Daily preventative maintenance checks, regular servicing, and prompt repairs,  
11 and lifecycle replacement are critical to providing mission readiness,  
12 performance, and safe operation.

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

14 It is required to complete and document annual safety inspections, regularly  
15 scheduled preventative maintenance and daily (or pretrip) inspections for all  
16 NPS wildland fire vehicles. Annual safety inspections must be documented on  
17 Form 1520-35. Regularly scheduled preventative maintenance, unscheduled  
18 maintenance and repairs for interior owned (I-plate) vehicles is recorded in the  
19 Financial and Business Management System (FBMS). Daily inspections must be  
20 recorded in the *Fire Engine Maintenance Procedure and Record* (FEMPR).

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

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

#### 30 **Fixed Ownership Rates**

31 Fixed ownership rates (FORs) are fees that are paid into the Working Capital  
32 Fund (WCF) annually for each vehicle in the program. These fees continue to  
33 accumulate over the life of a vehicle and are used to replace the vehicle at the  
34 end of its life cycle. The FOR is adjusted annually by the WCF manager to  
35 reflect changes in input parameters.

#### 36 **Equipment Bulletins and Equipment Alerts**

37 The NPS mirrors the Bureau of Land Management (BLM) two-level Equipment  
38 Bulletin (EB) and Equipment Alert (EA) System. The purpose of the system is  
39 to share accurate and timely information regarding potential equipment  
40 problems and/or needed repairs. The EB is primarily intended to inform the  
41 equipment users of recommendations for repairs, potential hazards, or general  
42 information related to the overall maintenance, awareness, and safe operation of



- 1 fire equipment. The EA is time sensitive and addresses potentially serious  
 2 hazards or risks. The alert includes a specific action that the user must act upon.
- 3 Unexpected issues involving wildland fire vehicles which do not fall under other  
 4 types of wildland fire reviews and investigations and/or other applicable  
 5 Federal, State or specific agency requirements must be reported. If an  
 6 unexpected vehicle issue warrants an EB or EA it is issued by the National Fire  
 7 Equipment Program (NFEP) Manager through the Operations Advisory Team  
 8 and the Capital Equipment Committee. Members of these groups must ensure  
 9 the information reaches all levels of the organization.

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

- 11 These are voluntary targets. They are not mandatory. These targets are  
 12 established to provide NPS firefighters a common standard against which to  
 13 gauge their physical fitness level. NPS firefighters are encouraged to meet or  
 14 exceed these standards.

Fitness Activity	Age 18-29	Age 30-39	Age 40-49	Age 50 and Up
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	Deduct 30 seconds
6,000 - 7,000	Deduct 40 seconds
7,000 - 8,000	Deduct 50 seconds

#### 15 **National Fire Operations Fitness Challenge**

- 16 The National Fire Operations Fitness Challenge encourages and recognizes  
 17 achievement in physical fitness by NPS firefighters. The fitness challenge  
 18 provides a common system by which NPS firefighters can measure current  
 19 fitness, establish fitness goals, and track fitness improvement. The fitness  
 20 challenge is voluntary, but NPS firefighters are encouraged to participate. The  
 21 fitness challenge tests participants in four basic exercises: push-ups, pull-ups,  
 22 sit-ups and a timed run of 1.5 miles. Test results are compiled into a final overall  
 23 score. Unit and regional offices are encouraged to support and recognize  
 24 achievement in firefighter fitness. Specific information on the fitness challenge  
 25 is located at [https://www.nifc.gov/about-us/our-partners/blm/training/fitness-](https://www.nifc.gov/about-us/our-partners/blm/training/fitness-challenge)  
 26 challenge.

**1 Wildland Fire Uniform Standards**

2 The Servicewide Uniform Program Guideline (DO-43) sets forth the  
3 servicewide policies and associated legal mandates for wearing the NPS uniform  
4 and for authorizing allowances to employees.

5 The guideline states that superintendents administer the uniform program within  
6 their areas and are responsible for developing and communicating local uniform  
7 and appearance standards in accordance with DO-43, determining who will wear  
8 the uniform and what uniform will be worn and enforcing uniform and  
9 appearance standards. Three options exist for uniforms for wildland fire  
10 personnel:

- 11 • Within the context of the uniform standards, if the conventional NPS  
12 uniform is identified at the local level as required for specified fire  
13 management staff, fire program management funds may be used to support  
14 uniform purchases in accordance with allowance limits identified in DO-43.
- 15 • While Nomex<sup>®</sup> outerwear (i.e., shirts, trousers, brush-coats) routinely issued  
16 as personal protective equipment (PPE) has become recognized as the  
17 uniform of the wildland firefighter as a matter of necessity, this apparel also  
18 has justifiable utility as a uniform standard at the park level for certain fire  
19 and/or ONPS base-funded wildland fire staff.
- 20 • When the conventional NPS uniform or the full Nomex<sup>®</sup> outerwear is not  
21 appropriate or justified, local management with park superintendent  
22 approval may establish a predetermined dress code for fire staff. The goals  
23 of the NPS Uniform Program can appropriately be applied (with common  
24 sense) to this departure from the norm.
- 25 • The DOI boot policy is referenced in chapter 7.
- 26 • The fire management officer is responsible for establishing a reasonable  
27 allotment schedule for new or returning employees, commensurate with  
28 supplies provided in previous seasons. A suggested per person issuance is  
29 three to four tee shirts, one ball cap, and one sweatshirt (where appropriate).

30 Where appropriate and justified, fire funds may be applied to the purchase of  
31 100 percent cotton tee shirts, sweatshirts, and ball caps, with appropriate logo  
32 and color scheme, to augment the Nomex<sup>®</sup> outerwear worn in conjunction with  
33 project or wildland fire management incidents. Nomex<sup>®</sup> outerwear will usually  
34 be returned to the park's fire cache based on the tour of duty (end of season,  
35 transfer to another park, etc.).

36 Just as with uniform allowance discussed in DO-43, the intent of fire-funded  
37 purchases is to defray the cost of the appropriate apparel, not necessarily to  
38 cover the cost of all items. This will not only be factored into the quantities  
39 deemed necessary for the individual but also preclude fire-funded purchases of  
40 fleece jackets, rain gear, and other personal items generally considered the  
41 responsibility of those employees not covered by the NPS Uniform Program.  
42 Exceptions to this should be well-justified and documented.

**1 NPS Use of Wildland Fire Decision Support System Decision**

2 The internet-based WFDSS will be the primary decision support documentation  
3 platform for all NPS wildfires. Refer to chapter 11 of the *Interagency Standards*  
4 *for Fire and Fire Aviation Operations* for further guidance.

**5 National Park Service Specific Qualifications and Qualifications Exceptions**

6 Park superintendents who have potential wildland fire response in their park,  
7 their designated acting superintendents, and supervisors of fire management  
8 officers (FMOs) must attain and maintain the AADM qualification in IQCS. The  
9 qualification must be attained within two years of appointment. Requirements  
10 for the AADM qualification may be found in the *Federal Wildland Fire*  
11 *Qualifications Supplement* hosted at <https://iqcsweb.nwcg.gov/>.

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