

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Office of Fire and Aviation  
3833 South Development Avenue  
Boise, Idaho 83705

September 13, 2006

In Reply To:  
1340 (FA-107) I

EMS Transmission 09/13/06  
Instruction Memorandum FA IM-2006-039  
Expires: 09/30/07

To: State Directors  
From: Director, Office of Fire and Aviation  
Subject: Department of the Interior Base 8 Funding Policy

**Program Area:** This Instruction Memorandum (IM) provides direction for employees normally funded by the fire preparedness, fuels, emergency stabilization, burned area rehabilitation, and non-fire programs when they are assigned to wildfire suppression incidents.

**Purpose:** The purpose of this IM is to inform all offices regarding the Base 8 Funding Policy when employees are assigned to wildfire suppression incidents.

**Policy/Action:** The joint Base 8 Funding Policy is as follows:

- ▶ *Employees Funded by Fire Preparedness Program (i.e., 2810):* Employees funded with fire preparedness funds will continue to charge their regular base 8 hours to the fire preparedness program when they are assigned to a wildfire suppression incident (including initial attack, i.e., 2810-HU-XXXX). Overtime, premium pay, etc, will be charged to the appropriate fire suppression FireCode (i.e., 2821-HU-XXXX).
- ▶ *Employees Funded by Fuels Programs (i.e., 2823 or 2824):* Employees funded with fuels program funds will charge their regular base 8 hours, and any overtime or premium pay to the fire suppression program (i.e., 2821-HU-XXXX) when they are assigned to a wildfire suppression incident (including initial attack).
- ▶ *Employees Funded by Emergency Stabilization, Burned Area Rehabilitation (ES&R) (i.e., 2822 or 2881):* Employees funded with ES&R funds will charge their regular base hours and any overtime or premium pay to the fire suppression program (i.e., 2821-HU-XXXX) when they are assigned to a wildfire suppression incident.

- ▶ *Employees Funded by Non-Fire Programs:* Employees funded with non-fire program funds will charge their regular base 8 hours and any overtime or premium pay to the fire suppression program (i.e., 2821-HU-XXXX) when they are assigned to a wildfire suppression incident, including initial attack.

**Timeframe:** This policy is effective immediately upon issuance of this IM.

**Budget Impact:** None

**Background:** Issues about how to fund program management and other readiness personnel who must be available “up front” to respond whenever incidents occur have been debated for over 20 years. Historically base salary cost (base 8) for fire program management personnel and firefighters has been funded from preparedness. The decision made by the Wildland Fire Leadership Council (WFLC) in January 2003 to not shift base 8 preparedness salary costs to suppression accounts is still in effect.

**Directives Affected:** The appropriate manuals and handbooks will be updated to reflect this policy as part of their normal recurring cycle.

**Coordination:** This policy has been coordinated with the DOI Office of Wildland Fire Coordination and the DOI Wildland Fire Management Agencies (i.e., the Bureau of Indian Affairs, Fish & Wildlife Service, National Park Service) and Renewable Resources and Planning (WO-200).

**Offices with a Union:** Offices with a union should follow negotiated procedures.

**Contact:** Questions should be addressed to Lynne Willoughby, Chief, Budget and Evaluation at 208-387-5161, or Hallie Locklear, Incident Business Management Specialist, at 208-387-5166.

Signed by:  
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