

A Publication of the  
National Wildfire  
Coordinating Group

**NATIONAL INTERAGENCY  
INCIDENT MANAGEMENT SYSTEM**

Sponsored by  
United States  
Department of Agriculture

**TASK BOOK FOR THE POSITION OF**

**AIR SUPPORT GROUP SUPERVISOR  
(ASGS)**

United States  
Department of the Interior

National Association of  
State Foresters

**(WILDFIRE ASSIGNMENT REQUIRED)**



**PMS 311-19  
NFES 2325**

**August 1993**

<b>TASK BOOK ASSIGNED TO:</b>
INDIVIDUAL'S NAME, DUTY STATION, AND PHONE NUMBER
<b>TASK BOOK INITIATED BY:</b>
OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER
LOCATION AND DATE THAT TASK BOOK WAS INITIATED

*The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.*

**VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK  
FOR THE POSITION OF**

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**FINAL EVALUATOR'S VERIFICATION**

I verify that all tasks have been performed and are complete with signatures. I also verify that  

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has performed as a trainee and should therefore be considered for certification in this position.

**EVALUATOR'S SIGNATURE AND DATE**

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**EVALUATOR'S PRINTED NAME, TITLE, DUTY STATION, AND PHONE NUMBER**

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**AGENCY CERTIFICATION :**

I certify that \_\_\_\_\_  
has met all requirements for qualification in this position and that such qualification has been issued.

**CERTIFYING OFFICIAL'S SIGNATURE AND DATE**

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**CERTIFYING OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER**

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National Interagency Fire Center, ATTN: Supply  
3833 S. Development Avenue  
Boise, Idaho 83705-5354

Order NFES # 2325

## **NATIONAL WILDFIRE COORDINATING GROUP POSITION TASK BOOK**

Position Task Books (PTB) have been developed for designated positions within the National Interagency Incident Management System. Each PTB lists the performance requirements (tasks) for the specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position.

Evaluation and confirmation of the individual's performance of all the tasks may involve more than one evaluator and can occur on incidents, in classroom simulation, and in other work situations. Designated PTBs require position performance during which the majority of required tasks are demonstrated on a single incident. Some positions also required that specific tasks be performed on a wildland fire—performance of these tasks on other types of incidents are NOT qualifying. It is important that performance be critically evaluated and accurately recorded by each evaluator. All tasks must be evaluated. All bullet statements within a task which require an action (contain an action verb) must be demonstrated before that task can be signed off.

A more detailed description of this process, definitions of terms, and responsibilities are included in the Wildland Fire Qualification Subsystem Guide 310-1. A brief list of responsibilities also appears below.

### **RESPONSIBILITIES:**

1. The **Local Office** is responsible for:
  - Selecting trainees based on the needs of the local office and the geographic area.
  - Ensuring that the trainee meets the training and experience requirements included in the Wildland Fire Qualification Subsystem Guide 310-1.
  - Issuing PTBs to document task performance.
  - Explaining to the trainee the purpose and processes of the PTB as well as the trainee's responsibilities.
  - Providing opportunities for evaluation and/or making the trainee available for evaluation.
  - Providing an evaluator for local assignments.
  - Tracking progress of the trainee.
  - Confirming PTB completion.
  - Determining certification per local policy.
  - Issuing proof of certification.
  
2. The **individual** is responsible for:
  - Reviewing and understanding instructions in the PTB.
  - Identifying desired objectives/goals.

- Providing background information to an evaluator.
  - Satisfactorily demonstrating completion of all tasks for an assigned position within three years.
  - Assuring the Evaluation Record is complete.
  - Notifying local office personnel when the PTB is completed and providing a copy.
  - Keeping the original PTB in personal records.
3. The **Evaluator** is responsible for:
- Being qualified and proficient in the position being evaluated.
  - Meeting with the trainee and determining past experience, current qualifications, and desired objectives/goals.
  - Reviewing tasks with the trainee.
  - Explaining to the trainee the evaluation procedures that will be utilized and which objectives may be attained.
  - Identifying tasks to be performed during the evaluation period.
  - Accurately evaluating and recording demonstrated performance of tasks. Satisfactory performance shall be documented by dating and initialing completion of the task. Unsatisfactory performance shall be documented in the Evaluation Record.
  - Completing the Evaluation Record found at the end of each PTB.
  - Signing the verification statement inside the front cover of the PTB when all tasks have been initialed.
4. The **Training Specialist** is responsible for:
- Identifying incident evaluation opportunities.
  - Identifying and assigning an evaluator that can provide a positive experience for the trainee, and make an accurate and honest appraisal of the trainee's performance.
  - Providing PTBs to approved trainees on the incident when local agency was unable to provide them.
  - Documenting the assignment.
  - Conducting progress reviews.
  - Conducting a close-out interview with the trainee and evaluator and assuring that documentation is proper and complete.

## QUALIFICATION RECORD

POSITION: AIR SUPPORT GROUP SUPERVISORY (ASGS)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p><b><u>GENERAL</u></b></p> <p>1. <u>Identify business management contracts and agreements.</u></p> <ul style="list-style-type: none"> <li>• Identify need for agreements if private land is used.</li> <li>• Provide for fiscal accountability by monitoring:               <ul style="list-style-type: none"> <li>• Daily cost for aircraft and equipment.</li> <li>• Water trucks, rental fuel tenders, and other rental equipment.</li> </ul> </li> </ul>	O		
<p>2. <u>Order supplies and equipment as needed.</u></p> <ul style="list-style-type: none"> <li>• Air operations kit.</li> <li>• Helicopter support kit.</li> <li>• Crash rescue.</li> <li>• Evacuation kit.</li> <li>• Fire extinguishers, nets, swivels, etc.</li> </ul>	O		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: AIR SUPPORT GROUP SUPERVISORY (ASGS)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>3. <u>Insure compliance with agency and contract requirements.</u></p> <ul style="list-style-type: none"> <li>• Monitor pilot flight/duty hour limitations.</li> <li>• Check for accurate completion of helicopter load calculations.</li> <li>• Carding procedures (A/C, pilot, helitack).</li> <li>• Hazardous materials regulations.</li> <li>• PPE Requirements (flight crew and passengers).</li> <li>• Contract and rental provisions.</li> <li>• Accident/Incident reporting procedures.</li> <li>• Flight invoice summary preparation and submissions.</li> <li>• Helicopter operations checklist.</li> </ul>	O		
<p>4. <u>Obtain radios for air operations at helibases and airports.</u> Assist in the Development of an Aviation Communications Plan to Include:</p> <ul style="list-style-type: none"> <li>• VHF-AM AIR to AIR</li> <li>• VHF-AM AIR to GRD</li> <li>• VHF-FM AIR to GRD (traffic control)</li> <li>• VHF-FM AIR to GRD (helibase deck management, logistics net)</li> <li>• Identify frequencies</li> </ul>	O		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>5. <u>Establish and maintain positive interpersonal and interagency working relationships.</u></p> <ul style="list-style-type: none"> <li>• Through briefings, discuss EEO, civil rights, sexual discrimination, and other sensitive issues with assigned personnel.</li> <li>• Recognize cultural language difficulties as it impacts work output and expectations.</li> <li>• Provide equal assignment opportunities based on individual skill level.</li> <li>• Monitor and evaluate progress based on expected work standards, not race, color, or creed.</li> <li>• Individual agency values and policies are addressed throughout the tenure of the incident.</li> <li>• Differences in agency values and policies that affect the operation are arbitrated in a manner that fosters continuous positive working relationships.</li> <li>• Integrate cultural resource considerations into all management activities.</li> </ul>	O		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<b><u>MOBILIZATION</u></b>			
6. <u>Obtain complete information from dispatch on the initial call-up.</u> <ul style="list-style-type: none"> <li>• Incident order number.</li> <li>• Incident name.</li> <li>• Incident location (latitude and longitude).</li> <li>• Identify transportation methods.</li> <li>• Identify areas of operation.               <ul style="list-style-type: none"> <li>• Airport (permanent).</li> <li>• Helibases.</li> </ul> </li> <li>• Identify communications system.</li> </ul>	I		
7. <u>Gather intelligence.</u> <ul style="list-style-type: none"> <li>• Identify the number and type of aircraft assigned, enroute and available.</li> <li>• Fire size.</li> <li>• Agency administrator objectives.</li> <li>• Strategy as it affects air operations.</li> <li>• Identify fueling requirements.</li> <li>• Identify military training routes and/or military operation areas near incident.</li> <li>• Determine need for retardant support.               <ul style="list-style-type: none"> <li>• Fixed wing permanent base.</li> <li>• Portable retardant plant at helibase or at an airport.</li> </ul> </li> </ul>	I		
<b><u>INCIDENT ACTIVITIES</u></b>			
8. <u>Receive briefing from air ops or Ops Section Chief.</u>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
9. <u>Identify existing organization/structure on incident.</u> <ul style="list-style-type: none"> <li>• Positions presently filled.</li> <li>• Qualified managers (helibase, helispot, airports, mixmaster and personnel).</li> <li>• Order additional personnel if needed.</li> </ul>	W		
10. <u>Determine need for temporary flight restriction (91.137).</u> <ul style="list-style-type: none"> <li>• Initiate request through local dispatch, if not ordered.</li> <li>• Verify location, size, type.</li> <li>• Update or recommend revision.</li> </ul>	I		
11. <u>Coordinate with Finance Section.</u> <ul style="list-style-type: none"> <li>• Review/request contract or rental agreements.</li> <li>• Provide daily cost summary.</li> <li>• Insure all non-government equipment is signed up.</li> <li>• Insure that flight invoices are accurate and complete.</li> <li>• Establish crew (Air OPS personnel) timekeeping procedures.</li> <li>• Provide documentation for possible claims against the government, if appropriate.</li> </ul>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
12. <u>Coordinate with Supply Unit.</u> <ul style="list-style-type: none"> <li>• Establish ordering procedures (ordering authority approval process, etc.)</li> <li>• Identify delivery priorities and time frames.</li> <li>• Tag and label all cargo w/destination.</li> <li>• Obtain status and ETAs of equipment and supply orders.</li> </ul>	I		
13. <u>Coordinate with Ground Support Unit.</u> <ul style="list-style-type: none"> <li>• Obtain transportation for helibase and airbase.</li> <li>• Obtain water tenders and fuel tenders.</li> <li>• Arrange for inspection, timekeeping and supervision of equipment.</li> <li>• Arrange for vehicle maintenance.</li> </ul>	I		
14. <u>Coordinate with Security Unit.</u> <ul style="list-style-type: none"> <li>• Arrange for security at operational areas.</li> </ul>	O		
15. <u>Coordinate with Food Unit.</u> <ul style="list-style-type: none"> <li>• Obtain meal schedule and provide head count for meals.</li> <li>• Arrange for meal delivery, and juices to operational bases not collocated.</li> </ul>	O		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>16. <u>Coordinate with Medical Unit</u></p> <ul style="list-style-type: none"> <li>• Assist in development of medical plan.               <ul style="list-style-type: none"> <li>• VORs and DME to hospitals.</li> <li>• Radio frequencies of hospitals if appropriate.</li> <li>• Provide orientation and procedural briefing to medical personnel.</li> </ul> </li> <li>• Provide list of EMT personnel available at helibase.</li> <li>• Provide list of medivac equipment available at helibases.</li> <li>• Identify primary medivac A/C and crew.</li> </ul>	O		
<p>17. <u>Coordinate with Facilities Unit</u></p> <ul style="list-style-type: none"> <li>• Arrange for and obtain sleeping facilities and areas.</li> <li>• Arrange for sanitation and garbage removal.</li> <li>• Obtain map of incident facilities.</li> </ul>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>18. <u>Coordinate with Communications Unit</u></p> <ul style="list-style-type: none"> <li>• Assist in development of Comm Plan (aviation) with air operations branch director and air tactical group supervisor.</li> <li>• Obtain radios to implement plan.</li> <li>• Order discrete VHF frequencies.</li> <li>• Obtain support services:               <ul style="list-style-type: none"> <li>• Batteries.</li> <li>• Maintenance.</li> <li>• Repair.</li> <li>• Problem solving.</li> </ul> </li> <li>• Request repeater installation for incident air operations.</li> </ul>	I		
<p>19. <u>Coordinate with Planning Section.</u></p> <ul style="list-style-type: none"> <li>• Provide and schedule A/C for:               <ul style="list-style-type: none"> <li>• Recon and mapping.</li> <li>• Infrared (FLIR, Xadar, etc.).</li> </ul> </li> <li>• Identify helispot locations and numbers for master map.</li> <li>• Share intelligence with Situation Unit.</li> <li>• Obtain maps for aircrews and briefings.</li> <li>• Give unit logs to documentation unit.</li> <li>• Obtain incident action plans.</li> <li>• Coordinate w/training specialists, if trainees are assigned.</li> <li>• Obtain WX briefing from fire behavior specialist or meteorologist.</li> <li>• Provide resource status to resources unit:               <ul style="list-style-type: none"> <li>• Aircraft.</li> <li>• Crews.</li> <li>• Equipment.</li> </ul> </li> </ul>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>20. <u>Coordinate with Safety Officer.</u></p> <ul style="list-style-type: none"> <li>• Assist and/or request safety review of air operations.               <ul style="list-style-type: none"> <li>• Crash rescue plan.</li> <li>• Medivac plan.</li> <li>• General safety briefing.</li> <li>• General operations.</li> </ul> </li> </ul>	I		
<p>21. <u>Coordinate with Local Dispatch.</u></p> <ul style="list-style-type: none"> <li>• Provide for initial attack (air) if requested.</li> <li>• Obtain ETAs of A/C, crews, equipment.</li> <li>• Arrange for flight following of A/C inbound and outbound from incident.</li> <li>• Obtain or develop flight hazard maps.</li> <li>• Input accident/incident reports for processing.</li> <li>• Check on status of temporary flight restriction (91.137).</li> <li>• Obtain MTR &amp; MOA information and request notification of scheduling authority.</li> <li>• Arrange for fuel.</li> <li>• Contact FBO for support.</li> <li>• Arrange for technical inspections of operation, aircraft &amp; flight crews.</li> <li>• Arrange for maintenance inspections to get aircraft back in service.</li> <li>• Discuss and obtain information concerning retardant:               <ul style="list-style-type: none"> <li>• Ordering retardant.</li> <li>• Gallons dropped per day.</li> <li>• Aircraft costs per day.</li> <li>• Aircraft availability per day (days off, maintenance).</li> </ul> </li> </ul>	W		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>22. <u>Coordinate with Fixed Based Operators or Airport Managers.</u></p> <ul style="list-style-type: none"> <li>• Notify of need for fuel, lube, maintenance services, operations and crew staging.</li> <li>• Notify of possible closure and/or controlled or restricted airspace.</li> <li>• Give radio frequencies, if appropriate.</li> <li>• Obtain space for FAA controllers to operate out of if used.</li> <li>• Arrange or obtain area of operation at airport for:               <ul style="list-style-type: none"> <li>• Temporary retardant base.</li> <li>• Staging area for move/demove.</li> <li>• Aircraft parking (days off, maintenance, etc.).</li> </ul> </li> <li>• Appraise of increase in air traffic.</li> </ul>	O		
<p>23. <u>Coordinate with Federal Aviation Administration.</u></p> <ul style="list-style-type: none"> <li>• Obtain portable tower and controllers</li> <li>• Brief controllers:               <ul style="list-style-type: none"> <li>• Operational briefing</li> <li>• Incident needs (aviation)</li> <li>• Expected duration of need</li> <li>• Expected activity</li> </ul> </li> <li>• Check on 91.137 notams and status</li> <li>• Notify of 91.137 violations</li> </ul>	O		
<p>24. <u>Determine hours of operation (shift length).</u></p>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>25. <u>Give and receive briefing to/from subordinates.</u></p> <ul style="list-style-type: none"> <li>• Review helibase manager checklist.</li> <li>• Identify maintenance requirements for aircraft and equipment.</li> <li>• Collect and complete aircraft and crew information summary sheets.</li> <li>• Identify problems, crews to date.</li> <li>• Determine status of supply orders.</li> </ul>	I		
<p>26. <u>Conduct inspections and procedural reviews.</u></p> <ul style="list-style-type: none"> <li>• Helibase, air bases and areas of operation.</li> <li>• Dust abatement procedures.</li> <li>• Carded &amp; qualified personnel.</li> <li>• Fuel sites (grounding, filtration).</li> <li>• Inventory of equipment on hand (chase trucks).</li> </ul>	I		
<p>27. <u>Assist in development of AIR OPS plan.</u></p> <ul style="list-style-type: none"> <li>• A/C and crew availability and status.</li> <li>• Determine capabilities and limitations for logistical &amp; tactical missions.</li> </ul>	W		
<p>28. <u>Identify and name or number helibases and helispots.</u></p> <ul style="list-style-type: none"> <li>• Indicate on maps for posting to incident action plan.</li> <li>• Issue inspections and approvals are accomplished.</li> <li>• Identify any limitations.</li> </ul>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
29. <u>Establish ordering procedure for air operations.</u>	I		
30. <u>Give daily briefing.</u> <ul style="list-style-type: none"> <li>• Identify missions and priorities.</li> <li>• Receive crew and A/C assignments (medivac, initial attack, etc.) from HEBM.</li> <li>• Review radio frequency assignments.</li> <li>• Review helicopter operations checklist.</li> <li>• Review WX forecast and fire behavior predictions.</li> <li>• Identify organization assignments.</li> <li>• Review Incident Action Plan.</li> <li>• Review safety considerations.</li> </ul>	O		
31. <u>Identify need for additional operational bases.</u> <ul style="list-style-type: none"> <li>• Helibases.</li> <li>• Helitorch site.</li> <li>• Retardant operations.</li> <li>• Water dipping or pumping sites.</li> <li>• Medivac site (to meet ambulance).</li> <li>• VIP/site/media site.</li> <li>• Helispots.</li> <li>• Airport space needs.</li> <li>• Mobilization area, initial attack personnel, paracargo, etc.</li> </ul>	W		
32. <u>Provide feedback at briefings:</u> <ul style="list-style-type: none"> <li>• Appraisal of capabilities.</li> <li>• Estimate of time frames for mission accomplishment.</li> </ul>	I		

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TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p><b><u>DEMOBILIZATION</u></b></p> <p>33. <u>Identify A/C, crews, and equipment for demobilization.</u></p> <ul style="list-style-type: none"> <li>• Time when excess or surplus.</li> <li>• Arrange for closeout inspection of equipment.</li> <li>• Complete performance evaluations and discuss with subordinates.</li> </ul>	I		

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## INSTRUCTIONS for EVALUATION RECORD

**There are four separate blocks allowing evaluations to be made. These evaluations may be made on incidents, by simulation in classroom, or in daily duties, depending on what the position task book indicates. This should be sufficient for qualification in the position if the individual is adequately prepared. If additional blocks are needed, a page can be copied from a blank task book and attached.**

**Evaluator's name, incident/office title & agency:** List the name of the evaluator, his/her incident position (on incidents) or office title, and agency.

**Evaluator's home unit address & phone:** self explanatory

**#:** The number in the upper left corner of the experience block identifies a particular experience or group of experiences. This number should be placed in the column labeled "Evaluation Record #" on the Qualification Record in order to indicate the circumstances under which a particular task was performed.

**Location of Incident/Simulation:** Identify the location where the tasks were performed by agency and office.

**Incident Type:** Enter type of incident, e.g., wildfire, search and rescue, flood, etc.

**Number and Type of Resources:** Enter the number of resources and types assigned to the incident pertinent to the trainee's task book position.

**Duration:** Enter inclusive dates during which the individual was evaluated. This block may indicate a span of time covering several small and similar incidents if the individual has been evaluated on that basis, i.e., several initial attack fires in similar fuel types.

**Mgt. Level:** Indicate ICS organization level, i.e., Type 4, Type 3, Type 2, Type 1 or Area Command.

**NFFL Fuel Model:** For wildfire experience, enter number (1-13) of the fuel model in which the incident occurred and under which the individual was evaluated.

- |                                 |                                |
|---------------------------------|--------------------------------|
| 1. Short Grass (1 foot)         | 8. Closed Timber Litter        |
| 2. Timber (grass & understory)  | 9. Hardwood Litter             |
| 3. Tall grass (2 1/2 feet)      | 10. Timber (litter understory) |
| 4. Chaparral (6 feet)           | 11. Light Logging Slash        |
| 5. Brush (2 feet)               | 12. Medium Logging Slash       |
| 6. Dormant brush-Hardwood Slash | 13. Heavy Logging Slash        |
| 7. Southern Rough               |                                |

**Recommendation:** Check as appropriate and/or make comments regarding the future needs for development of this trainee.

**Date:** List the date the record is being completed.

**Evaluator's initials:** Initial here to authenticate your recommendations and to allow for comparison with initials in the Qualifications Record.

**Evaluator's relevant red card rating:** List your certification relevant to the trainee position you supervised.

## Evaluation Record

TRAINEE NAME		TRAINEE POSITION			
<b>#1</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

<b>#2</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

**Evaluation Record  
(Continuation Sheet)**

<b>TRAINEE NAME</b>		<b>TRAINEE POSITION</b>			
<b>#3</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

<b>#4</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					