



# United States Department of the Interior


OFFICE OF THE ASSISTANT SECRETARY  
POLICY, MANAGEMENT AND BUDGET  
Washington, DC 20240



JUL 21 2006

## Memorandum

To: Director, Bureau of Indian Affairs  
Director, Bureau of Land Management  
Director, Fish and Wildlife Service  
Director, National Park Service

From: Nina Rose Hatfield   
Deputy Assistant Secretary Business Management and Wildland Fire

Subject: Fire Program Analysis Process  
**REPLY DUE AUGUST 25, 2006**

The recently completed Fire Program Analysis (FPA) process which included collaboration, planning, and analysis using the initial response component of the FPA modeling system was a significant interagency accomplishment. As we move forward with implementation and further development of FPA we want to reflect on what we have learned while making an assessment of the potential efficiencies that we have identified.

It is my understanding that efficiencies were identified through the collaboration that occurred in the Fire Program Analysis process. To help us identify and understand those, I am asking that you collaborate with your Fire Planning Unit (FPU) partners to:

- 1) Provide feedback and observations as to the overall effectiveness of the initial FPA process as an interagency fire planning and budgeting tool.
- 2) Provide specific examples and observations on the initial response model's performance that can be used to assess its strengths and weaknesses.
- 3) Identify and briefly explain specific program efficiencies identified through the FPA process.
  - (a) Agency Administrators will review their February 2006 FPA analysis and collaborate with their FPU partners to identify possible program efficiencies that could be implemented in FY 2007 or FY 2008. The efficiencies may be in movement, consolidation, or elimination of resources (type, number, location, etc.), facilities, program leadership, or support staff; including cross agency or cross FPU efficiencies.
    - (i) Report efficiencies by cost savings and category (e.g. engines, program leadership staff, support staff, etc) on the attached form.

Each bureau's regional or State offices will review the Fire Planning Unit submissions and submit them to their bureau's Washington Office. Submissions should be forwarded from each bureau's Washington Office to the Director of the Office of Wildland Fire Coordination.

The Forest Service Fire and Aviation Management Director and the Director of the Office of Wildland Fire Coordination will identify possible improvements in efficiency and effectiveness that can be implemented. These changes will be summarized in a national report and used by the Department of Agriculture and the Department of the Interior (DOI) to inform our budget justifications.

Specific expectations include:

- 1) Coordination of the FY 2008 budget justification between the Forest Service and DOI to describe how FPA was used.
- 2) Analyze collaboratively the Fire Planning Unit responses to the overall effectiveness of FPA.

Your response to this inquiry will be sufficient as a response to direction to develop a Fire Planning Unit Transition Plan by October 1, 2006.

Again, I want to recognize the hard work by everyone to reach this goal and assure you that we will continue to strive to make certain that FPA meets our objectives.

If you have questions, contact your bureau's FPA Steering Committee member. A listing is found at <http://www.fpa.nifc.gov/Contacts/steering.html>.

Enclosure

cc: Lyle Carlile, Fire Director BIA  
Tom Dyer, Acting Fire Director BLM  
Brian McManus, Fire Director FWS  
Mike Wallace, Fire Director NPS  
Rob Collins, Acting Director OWFC  
Tom Harbour, Director Fire and Aviation Management USFS

