

Chapter 13

Firefighter Training and Qualifications

Introduction

National Wildfire Coordinating Group (NWCG) sanctioned firefighters are trained and qualified according to the NWCG and other standards, as outlined below.

Policy

Firefighters must meet standards identified in the NWCG publication *PMS 310-1 National Interagency Incident Management System Wildland Fire Qualifications Guide*. The *310-1* may be found at <http://www.nwcg.gov/pms/docs/PMS310-1.pdf>

- *FS - See 5109.17 for additional requirements.*

Certain firefighters must meet standards identified in the *Interagency Fire Program Management Qualifications Standards and Guide*. The *Interagency Fire Program Management Qualification Standards and Guide* may be found at <http://www.ifpm.nifc.gov>

Agency standards for training and qualifications which may exceed the minimum standards established by National Wildfire Coordinating Group (NWCG) are coordinated through the National Fire and Aviation Executive Board. Such additional standards will be approved by the Fire Directors, and implemented through the Incident Qualifications and Certification System (IQCS).

- *BLM - Standards which may exceed the minimum standards established by NWCG are identified in the BLM Fire and Aviation Training Information Job Aid which can be found at : http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training/publications/job_aid.html*
- *FS - Standards which may exceed the minimum standards established by NWCG are identified in FSH 5109.17. AD hires sponsored by the Forest Service will meet FSH 5109.17 position qualification standards.*
- *NPS - L380 Fireline Leadership is recommended training for single resource bosses; L-381 Incident Leadership is recommended training for RXB1.*

Incident Qualifications and Certification System (IQCS)

The Incident Qualifications and Certification System (IQCS) is the fire qualifications and certification record keeping system. The Responder Master Record report provided by the IQCS meets the agency requirement for maintaining fire qualification records. The system is designed to provide managers at the local, state/regional, and national levels with detailed qualification, experience, and training information needed to certify employees in wildland fire positions. The IQCS is a tool to assist managers in certification

1 decisions, however, it does not replace the manager's responsibility to validate
2 that Employees meet all requirements for position performance based on their
3 agency standards.

4
5 A hard copy file folder will be kept for each employee. The contents will
6 include, but are not limited to: training records for all agency required courses,
7 evaluations from assignments, position task book verification, yearly updated
8 IQCS forms, and the Responder Master Record (RPTC028) from IQCS. All
9 records will be stored and/or destroyed in accordance with agency policies.

- 10 • **BLM** - *These policies can be found at*
11 *<http://www.blm.gov/nhp/records/blmgrs/toc.html>*

12 13 **Certification of Non-Agency Personnel**

14 Non-agency firefighters will be certified by state or local fire departments, or
15 private training providers are approved by a Memorandum of Understanding
16 (MOU) through their local GACC. Agencies will not assist in the
17 administration, or sponsor the Work Capacity Test (WCT), as the certifying
18 agency.

19 20 **Incident Qualification Card**

21 The agency administrator (or delegate) is responsible for annual certification of
22 all agency and Administrative Determined (AD) personnel serving in wildland
23 and prescribed fire positions. Agency certification is issued annually in the form
24 of an Incident Qualification Card (formerly the Red Card) certifying the
25 individual is qualified to perform in a specified position. The Incident
26 Qualification Card must be reviewed for accuracy and signed by the agency
27 administrator or delegated official. The agency administrator, fire manager, and
28 individual are responsible for monitoring medical status, fitness, training,
29 performance, and for taking appropriate action to ensure the employee meets all
30 position performance requirements.

31
32 Training, medical screening, and successful completion of the appropriate WCT
33 must be properly accomplished. All Incident Qualification Cards issued to
34 agency employees, with the exception of Emergency Firefighter (EFF-paid or
35 temporary employees at the FFT2 level), will be printed using the IQCS.
36 Incident Qualification Cards issued to EFF or temporary employees at the FFT2
37 level may be printed at the local level without use of the IQCS.

38
39 Each agency will designate employees at the national, regional/state, and local
40 levels as Fire Qualifications Administrators, who ensure all incident experience,
41 incident training, and position Task Books for employees within the agency are
42 accurately recorded in the IQCS. All records must be updated annually or
43 modified as changes occur.

- 44 • **NPS** - *Certification for Area Command and Type 1 Command and General*
45 *Staff (C&GS) position task books will be done at the national office level;*
46 *Type 2 C&GS and FUM1 position task books, and any position task books*

1 *issued to park fire management officers will be certified at the regional*
2 *office level. All other position task books may be certified at the local unit*
3 *level.*
4

5 **Incident Qualifications Card Expiration Dates**

6 Red Card positions requiring Work Capacity Tests (WCT) are valid through the
7 fitness expiration date listed on the card. Incident Qualification Card positions
8 that do not require WCT for issuance are valid for 12 months from the date the
9 card was signed by a certifying official.

10 11 **Universal Training Requirements**

12 All personnel filling Incident Command System (ICS) positions on the fireline
13 must have completed:

- 14 • S-130 Firefighter Training
- 15 • S-190 Introduction to Wildland Fire Behavior
- 16 • L-180 Human Factors on the Fireline
- 17 • I-100 Introduction to ICS
- 18 • *NPS - It is NPS policy that two or more assignments be accomplished after*
19 *completing a Position Task Book, and receiving certification, before an*
20 *individual begins movement to the next higher level. It is also NPS policy*
21 *to require two or more qualified assignments be accomplished in a*
22 *position before an individual may become a position performance*
23 *evaluator. Exceptions to this should be rare and well founded. The only*
24 *exceptions to this policy are unit leader positions leading to Planning*
25 *Section Chief, Logistics Section Chief, or Finance Section Chief.*
26 *Subordinate unit leader positions require a minimum of one assignment*
27 *after the PTB completion and position certification.*
- 28 • *FS - Forest Service direction is found in FSH 5109.17.*

29 30 **Annual Fireline Safety Refresher Training**

31 Annual Fireline Safety Refresher Training is required for all personnel
32 participating in wildland fire who may be subject to assignments on the fireline.
33 Any unescorted visitors must meet the requirements specified in Chapter 7 of
34 this volume. Annual Fireline Safety Refresher Training must include the
35 following core topics

- 36 • **Avoiding Entrapments** - Use training and reference materials to study the
37 risk management process as identified in the *Incident Response Pocket*
38 *Guide* and rules of engagement as appropriate to the participants, e.g.,
39 LCES, Standard Firefighting Orders, Eighteen Watch Out Situations,
40 Wildland Fire Situation Analysis (WFSA) direction, Fire Management
41 Plan priorities, etc.
- 42 • **Current Issues** - Review and discuss identified “hot topics” as found on
43 the current *Wildland Fire Safety Training Annual Refresher* (WFSTAR)
44 website. Review forecasts and assessments for the upcoming fire season
45 and discuss implications for firefighter safety.

- 1 • **Fire Shelter** - Review and discuss last resort survival. Conduct “hands-on”
2 fire shelter inspections. Practice shelter deployments in applicable
3 crew/module configurations. No “live fire” exercises for the purpose of fire
4 shelter deployment training will be conducted.
- 5 • **Other Hazards and Safety Issues** - Choose additional hazard and safety
6 subjects, which may include SAFENET, current safety alerts, site/unit
7 specific safety issues and hazards.

8
9 These core topics must be sufficiently covered to ensure that personnel are
10 aware of safety concerns and procedures and can demonstrate proficiency in fire
11 shelter deployment. The minimum refresher training hour requirements for each
12 agency is identified below. Training time may be extended in order to
13 effectively complete this curriculum or to meet local training requirements.

- 14 • **BLM** - 4 hours
15 • **FWS** - 8 hours
16 • **NPS** - 8 hours
17 • **FS** - No minimum time requirement. Content dictated by National Fire
18 Program Managers.

19
20 Annual Fireline Safety Refresher Training will have a 12-month currency.
21 Firefighters who receive initial fire training are not required to take Annual
22 Fireline Safety Refresher Training in the same calendar year. A web site,
23 <http://www.nifc.gov/wfstar/index.htm>, titled *Wildland Fire Safety Training*
24 *Annual Refresher* (WFSTAR) is available to assist in this training.

- 25 • **BLM** - The “Do What’s Right” training is required annual training but is
26 not a prerequisite for issuance of a Incident Qualification Card.

27
28 Entrapment avoidance and deployment protocols are identified in the *Incident*
29 *Response Pocket Guide (IRPG)* (PMS No. 461/NFES No.1077). The guide
30 contains a specific “Risk Management Process” and “Last Resort Survival
31 Checklist”.

32
33 An *IRPG* will be issued to every fireline supervisor.

34 **Qualification and Certification Process**

35 Each unit with fire management responsibilities will establish an Incident
36 Qualification Card qualification and certification process. In areas cooperating
37 with other federal, state, or local agencies, an interagency qualification and
38 certification committee should include representatives from each unit. These
39 qualification and certification committees provide management oversight and
40 review of the wildland and prescribed fire positions under their jurisdiction. The
41 committee also:

- 42
43 • Ensures that qualifications generated by IQCS or other agency systems for
44 employees are valid by reviewing the training and experience of each
45 employee.

- 1 • Determines whether each employee possesses the personal characteristics
2 necessary to perform the wildland and prescribed fire positions in a safe
3 and efficient manner.
- 4 • Makes recommendations to the appropriate agency administrator or
5 designee who is responsible for final certification signature.
- 6 • Develops interagency training needs and sponsors courses that can be
7 offered locally.
- 8 • Ensures training nominees meet minimum requirements for attending
9 courses.

10

11 **Non-NWCG Agency Personnel Qualifications**

12 Personnel from non-NWCG agencies meeting NWCG 310-1, prerequisites, can
13 participate in and receive certificates for successful completion of agency taught
14 courses. Agency employees can complete the Task Blocks, Evaluation Record
15 and Verification/ Certification sections of a cooperating organizations employee
16 Position Task Book. Agency employees will not initiate or complete the
17 Agency Certification sections of Position Task Book for non-agency employees.

18

19 Personnel from agencies that do not subscribe to the NWCG qualification
20 standards may be used on agency managed fires. Agency fire managers must
21 ensure these individuals are only assigned to duties commensurate with their
22 competencies agency qualifications, and equipment capabilities.

23

24 **Non-NWCG Agency Personnel Use On Prescribed Fire**

25 For prescribed fires evaluated to have low complexity, the agency and its local
26 cooperators will jointly agree on qualification requirements. An agency can also
27 establish its own qualifications for higher complexity prescribed fires where the
28 resources of other agencies are not utilized. For prescribed fires which are of
29 moderate complexity or higher and on which resources of more than one agency
30 are utilized, the minimum qualifications established in *NWCG 310-1* are
31 required. (*NWCG PMS 310-1*)

32

33 **Physical Fitness**

34

35 **Physical Fitness and Conditioning**

36 Agency administrators are responsible for ensuring the overall physical fitness
37 of firefighters. Employees serving in wildland fire positions that require a
38 fitness rating of arduous as a condition of employment are authorized one hour
39 of duty time each work day for physical fitness conditioning. Employees
40 serving in positions that require a fitness rating of moderate or light may be
41 authorized up to three hours per week.

42

43 Fitness conditioning periods may be identified and structured to include aerobic
44 and muscular exercises. Team sports are not authorized for fitness conditioning.
45 Chapters 7, 8, and 9 of *Fitness and Work Capacity, 2nd ed.* (1997) and the
46 FireFit Program (<http://www.nifc.gov/FireFit/index.htm>) provide excellent

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- 1 guidance concerning training specifically for the pack test, aerobic fitness
2 programs, and muscular fitness training.
- 3 • *FS - Forest Service direction is found in FSH 5109.17*
 - 4 • *FS - NFFE Partnership bargaining unit employees may only be required*
5 *to successfully complete the WCT once per year.*
 - 6 • *FWS - Specific information as outlined in a Director's memo dated*
7 *September 11, 2007 is as follows: Employees serving in wildland fire*
8 *positions that require a fitness rating of arduous as a condition of*
9 *employment are authorized one hour of duty time each work day for*
10 *physical fitness conditioning. Employees not having a fitness rating of*
11 *arduous as a condition of employment, but who are required by a Critical*
12 *Performance element or other written agreement to maintain an arduous*
13 *level, will be authorized three hours per week of duty time for physical*
14 *fitness condition. All other wildland firefighting personnel holding*
15 *qualifications requiring ratings of moderate or arduous may be authorized,*
16 *by their supervisor, up to three hours per week of duty time for fitness*
17 *conditioning. Prior to any duty time being allowed for physical fitness*
18 *conditioning, employees and supervisors must agree, in writing, what*
19 *physical conditioning activities the employee will engage in, and when and*
20 *where they will occur. Activities outside of the agreement will not be*
21 *authorized or allowed. A combination of activities designed to increase*
22 *both physical strength and aerobic fitness, while minimizing the possibility*
23 *of physical injury, should be utilized.*

24 25 **Medical Examinations**

26 Agency administrators and supervisors are responsible for the occupational
27 health and safety of their employees performing wildland fire activities, and may
28 require employees to take a medical examination at any time.

29
30 Established medical qualification programs, as stated in 5 CFR 339, provide
31 consistent medical standards in order to safeguard the health of employees
32 whose work may subject them or others to significant health and safety risks due
33 to occupational or environmental exposure or demand.

34
35 Information on any medical records is considered confidential and must be kept
36 in the employee's medical file.

- 37 • *FS - MSP records will be maintained in individual Employee Development*
38 *File*

39 40 **Federal Interagency Wildland Firefighter Medical Qualification Standards** 41 **Program (MSP)**

42 The Federal Interagency Wildland Firefighter Medical Qualification Standards
43 has been fully implemented by the DOI agencies and continues to be
44 implemented throughout the FS. Those units who have not yet implemented the
45 new standards must continue to comply with the current agency standards as
46 stated under Agency Specific Medical Examinations section below until

1 implementation of the new standards is accomplished. Additional information
2 regarding the MSP can be obtained at www.nifc.gov/medical_standards.

3
4 All permanent, career-seasonal, temporary, Student Career Experience Program
5 (SCEP) employees, and AD/EFF who participate in wildland fire activities
6 requiring a fitness level of arduous must participate in the MSP at the
7 appropriate level (see Medical Examination Requirements Appendix N) and
8 must be medically cleared prior to attempting the WCT.

9
10 Under the MSP the *Health Screen Questionnaire* (HSQ) will only be required
11 for arduous duty AD/EFF hires less than 45 years of age. If the AD/EFF
12 answers “yes” to a HSQ question and is determined to be “agency mission
13 critical” (e.g. single resource boss) an annual exam may be requested through
14 the medical standards program. The HSQ is not required prior to taking the
15 WCT for all other employment categories (e.g. permanent, seasonal/temporary,
16 term).

17
18 Employees or applicants including AD/EFF, who fail to meet the Federal
19 Interagency Wildland Firefighter Medical Qualification Standards as a
20 permanent, seasonal/temporary, or term employee may not perform as an
21 AD/EFF for arduous duty positions.

22 **Agency Specific Medical Examinations**

23 This section applies only to those units who have not yet implemented the MSP
24 for arduous duty and for all employees and AD/EFF who participate in wildland
25 fire activities requiring a fitness level of moderate or light.

26
27
28 The *Health Screen Questionnaire* (HSQ) will be utilized as a means to identify
29 individuals who may be at risk in taking the Work Capacity Test (WCT) and
30 recommend an exercise program and/or medical examination prior to taking the
31 WCT.

32
33 If any “Yes” answer is indicated on the HSQ, a medical examination is required
34 prior to the employee taking the WCT. If there is a known pre-existing medical
35 condition that is already being monitored under medical care (e.g., high blood
36 pressure), a medical clearance statement will be provided by the physician in
37 lieu of a medical examination prior to taking WCT.

38
39 Medical examinations will be performed utilizing the U.S. Civil Service
40 *Commission Certificate of Medical Examination Form, SF-78*. Stress EKGs are
41 not required as part of the medical examination and will only be approved if
42 recommended and administered by the medical examining physician. Cost for
43 exams will be borne by the home unit. If medical findings during exam require
44 further evaluation, then the cost of any further evaluation or treatment is borne
45 by the employee/applicant.

46

- 1 The examining physician will submit the completed SF-78 (and applicable
2 supplements) to the employee's servicing human resources office, where it will
3 be reviewed and retained in the employee's medical file.
- 4 • *NPS - "Wildland Firefighter" Defined: Those employees who perform*
5 *duties of a hazardous and/or strenuous nature are targeted. Therefore,*
6 *within this section, "wildland firefighter" hereinafter refers to an*
7 *employee whose wildland fire position(s) qualifications require an*
8 *"Arduous" fitness level, as defined in the current PMS 310-1 "Wildland*
9 *and Prescribed Fire Qualifications System Guide"*
 - 10 • *NPS - For health and fitness purposes, those who are fire-qualified at less*
11 *than the Arduous fitness level are not required to meet the mandatory*
12 *fitness program requirements of DO-57 for wildland fire management.*
13 *However, they are strongly encouraged to participate in the voluntary*
14 *fitness program, and must still meet physical fitness/work capacity*
15 *requirements as outlined in 310-1 "Wildland and Prescribed Fire*
16 *Qualification System Guide" for positions with Moderate and Light fitness*
17 *requirements.*
 - 18 ➤ *The law enforcement medical exam for NPS rangers, who are*
19 *collateral duty wildland firefighters, will suffice for MSP clearance*

21 Health Screen Questionnaire (HSQ)

22 Title 5 CFR Part 339 - Medical Qualification Determinations, which provides a
23 determination of an individual's fitness-for-duty, authorizes solicitation of this
24 information.

25
26 The HSQ can be found in Appendix L.

27
28 The information on the HSQ is considered confidential and once reviewed by
29 the test administrator to determine if the WCT can be administered, it must be
30 kept in the employee's medical file (EMF). This file may only be viewed by
31 Human Resource Management (HRM) or Safety personnel.

- 32 • *FS - See Work Capacity Test Implementation Guide, see website:*
33 *<http://www.fs.fed.us/fire/>*

35 Work Capacity Test (WCT) Administration

36 The Work Capacity Test (WCT) is the official method of assessing wildland
37 firefighter fitness levels. See "*Work Capacity Tests for Wildland Firefighters,*
38 *Test Administrator's Guide*" PMS 307, NFES 1109.

39
40 WCT Administrators must ensure that WCT participants have been medically
41 cleared, either through *Wildland Firefighter Medical Qualification Standards* or
42 agency specific medical examination.

43
44 WCTs are administered annually to all employees, including AD/EFF who will
45 be serving in wildland fire positions that require a fitness level. The currency for
46 the WCT is 12 months.

1 The WCT Record (see Appendix M) captures information that is covered under
2 the Privacy Act and should be maintained in accordance with agency Freedom
3 of Information Act (FOIA) guidelines.

4
5 Administration of the WCT of non-federal firefighters is prohibited for liability
6 reasons. Potential emergency firefighters who would be hired under Emergency
7 Hire authority by the agency must be in AD pay status or sign an agency
8 specific volunteer services agreement the WCT.

9
10 A Job Hazard Analysis (JHA) shall be developed and approved for each field
11 unit prior to administrating the WCT. See the sample JHA found in Appendix
12 U. Administer the test using the JHA as a briefing guide.

13
14 Document using the WCT Record (see Appendix M). This document must be
15 retained until the next testing. Units may also be requested to provide data from
16 these records to assist in the evaluation of the WCT process.

17
18 Personnel taking the WCT will only complete the level of testing (Pack, Field,
19 Walk) required by the highest fitness level identified for a position on their
20 Incident Qualification Card. To further clarify, employees shall not take the
21 WCT unless they have a Incident Qualification Card qualification that requires
22 it, and only at the fitness level required by that position as identified in the
23 NWCG 310-1 or agency specific guidance or policy.

24
25 Test results must also be entered in the IQCS annually to update the fitness level
26 and date that will appear on the Incident Qualification Card. Physical fitness
27 dates entered in IQCS will reflect the date the employee passed the fitness test.

- 28 • *NPS - For those parks that experience severe winter conditions and must*
29 *test personnel during those conditions, work capacity testing may be*
30 *conducted using industrial grade treadmills. This least-preferred option*
31 *should only be considered when all other indoor facilities are unavailable*
32 *(gyms, indoor tracks, malls, etc.), and requires Regional Fire Management*
33 *Officer approval. For safety reasons, these treadmills must have suitable*
34 *handrails and kill-switches, preferably switches physically attached to the*
35 *user via a cord. The Job Hazard Analysis must address all possible*
36 *balance/fall mitigations. Specific questions are answered in the "Work*
37 *Capacity Administrators Guide" (PMS 307,NFES 1109).*

38 39 **WCT Retesting**

40 Those who do not pass the WCT will be provided another opportunity to retest.
41 Employees will have to wait at least 48 hours before retaking the WCT. If an
42 employee sustains an injury (verified by a licensed medical provider) during a
43 test, the test will not count as an attempt. Once an injured employee has been
44 released for full duty, the employee will be given time to prepare for the test (not
45 to exceed 4 weeks). The numbers of retesting opportunities that will be allowed
46 include:

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- 1 • Three opportunities for 1 permanent employees required to pass a test for
 2 duties in the fire program.
- 3 • One opportunity for temporary employees required to pass a test (a second
 4 chance maybe provided at the discretion of fire management).
- 5 • *FS - The Forest Service also uses the WCT as the official method of*
 6 *assessing wildland firefighter fitness levels. The specific direction,*
 7 *Implementation Guide, Health Screen Questionnaire, and required*
 8 *processes can be found at the following web site: <http://www.fs.fed.us/fire/>*
 9

10 WCT Categories

11 The NWCG Wildland Fire Qualification System Guide, 310-1 identifies fitness
 12 levels for specific positions. There are three fitness levels - Arduous, Moderate,
 13 and Light - which require an individual to demonstrate their ability to perform
 14 the fitness requirements of the position. Positions in the “no fitness level
 15 required” category are normally performed in a controlled environment, such as
 16 an incident base.

- 17 • *BLM/FWS - Law Enforcement physical fitness standard is accepted as*
 18 *equivalent to a “light” WCT work category.*
 19

20 Work Capacity Test Categories

21 <u>WCT Category</u>	<u>Distance</u>	<u>Weight</u>	<u>Time</u>
22 Arduous Pack Test	3 miles	45 lb.	45 min.
23 Moderate Field Test	2 miles	25 lb.	30 min.
24 Light Walk Test	1 mile	None	16 min.

- 25 • **Arduous** - Duties involve field work requiring physical performance with
 26 above average endurance and superior conditioning. These duties may
 27 include an occasional demand for extraordinarily strenuous activities in
 28 emergencies under adverse environmental conditions and over extended
 29 periods of time. Requirements include running, walking, climbing,
 30 jumping, twisting, bending, and lifting more than 50 pounds; the pace of
 31 the work typically is set by the emergency conditions.
- 32 • **Moderate** - Duties involve field work requiring complete control of all
 33 physical faculties and may include considerable walking over irregular
 34 ground, standing for long periods of time, lifting 25 to 50 pounds,
 35 climbing, bending, stooping, twisting, and reaching. Occasional demands
 36 may be required for moderately strenuous activities in emergencies over
 37 long periods of time. Individuals usually set their own work pace.
- 38 • **Light** - Duties mainly involve office type work with occasional field
 39 activity characterized by light physical exertion requiring basic good
 40 health. Activities may include climbing stairs, standing, operating a
 41 vehicle, and long hours of work, as well as some bending, stooping, or
 42 light lifting. Individuals can usually govern the extent and pace of their
 43 physical activity.
 44
 45

1 **Minimum Age Requirements for Hazardous Duty Assignments on Federal**
2 **Incidents**

3 Persons under 18 years old will not perform hazardous duties during wildland
4 fire management operations on federal jurisdictions.

5

6 **Engine Modules**

7 Staffing levels and specific requirements for engine personnel may be found in
8 Chapter 14, Fire Fighting Equipment.

9

10 **Helicopter Modules**

11 Staffing levels and specific requirements for helicopter personnel may be found
12 in Chapter 16, Aviation.

13

14 **Smokejumpers (SMJ)**

15 Smokejumpers provide professional and effective fire suppression, fuels
16 reduction, and fire management services to help land managers meet objectives.

17

18 **SMJ Policy**

19 Smokejumper operations are guided by direction in the *Interagency*
20 *Smokejumper Operations Guide (ISMOG)*.

21

22 Each base will comply with smokejumper operations standards. The arduous
23 duties, specialized assignments, and operations in a variety of geographic areas
24 require smokejumpers to have uniform training, equipment, communications,
25 organization, and operating procedures.

26

27 **SMJ Smokejumper Organization**

28 The operational unit for smokejumpers is “one load.”

29 A load is typically 8-20 smokejumpers and varies as per aircraft type.

30

31 **SMJ Coordination & Dispatch**

32 Smokejumpers are a national resource and are ordered according to geographic
33 area or national mobilization guides.

34

35 **SMJ Communications**

36 All smokejumpers carry programmable radios and are proficient in their use and
37 programming procedures.

38

39 **SMJ Transportation**

40 Smokejumper retrieval is accomplished by coordinating with the requesting
41 dispatch center. More detailed information can be found in the guides
42 mentioned above.

43

44 **SMJ Safety**

45 All aviation and parachute operations will be accomplished in accordance with
46 standard operating procedures and regulations.

47

1 **SMJ Training**

2 To ensure proficiency and safety, smokejumpers complete annual training that
3 covers aspects of aviation, parachuting, fire suppression tactics, administrative
4 procedures, and safety, related to the smokejumper mission and fire operations.

5 The training program for first-year smokejumpers is four weeks long.

6 Candidates are evaluated to determine:

- 7 • Level of physical fitness
- 8 • Ability to learn and perform smokejumper skills
- 9 • Ability to work as a team member
- 10 • Attitude
- 11 • Ability to think clearly and remain productive in a stressful environment

12
13 **SMJ Qualifications**

Smokeyumper Position	Target ICS Qualification
Department Managers	T2 & T1 Command & General Staff, FUMA
Spotter	ICT3, DIVS ATGS, RXB2, SOFR
Lead Smokejumper	STLD, TFLD, FOBS
Smokeyumper	ICT4, CRWB, FIRB
Rookie Smokejumper	ICT5, FFT1, FEMO

14

15 **SMJ Physical Fitness Standards**

16 The national minimum standards for smokejumpers are:

- 17 • 1.5 mile run in 11:00 minutes or less
- 18 • 45 sit-ups
- 19 • 25 pushups
- 20 • 7 pull-ups
- 21 • 110 lb. packout over 3 miles/level terrain/90 minutes
- 22 • Successful completion of the WCT at the arduous level.

23

24 **Interagency Hotshot Crews (IHC)**

25 Interagency Hotshot Crews provide an organized, mobile, and skilled hand crew
26 for all phases of wildfire suppression.

27

28 **IHC Policy**

29 IHC standards provide consistent planning, funding, organization, and
30 management of the agency IHCs. The sponsoring unit will ensure compliance
31 with the established standards. The arduous duties, specialized assignments, and
32 operations in a variety of geographic areas required of IHCs dictate that training,
33 equipment, communications, transportation, organization, and operating
34 procedures are consistent for all agency IHCs.

35

36 As per agency policy all IHCs will be managed under the *National Interagency*
37 *Hotshot Crew Operations Guide* (NIHCOG).

- 1 • *BLM/NPS - BLM Preparedness Review Checklist #12 (Hotshot Crew)*
2 *supersedes the checklist found in the NIHCOG.*
3

4 **IHC Certification**

5 Annual certification of IHCs is required prior to being made available for
6 assignment as an IHC. For certification the crew superintendent will:

- 7 • Submit a completed NIHCOG Appendix C to the local unit Fire
8 Management Officer for approval.
9 • Upon approval, the local unit Fire Management Officer will submit the
10 signed Appendix C to the State/Regional Fire Management Officer.
11 • Upon approval, the State/Regional Fire Management Officer will notify the
12 Geographical Coordinating Committee and NICC of the crew's status.
13

14 **IHC Organization**

15 Individual crew structure will be based on local needs using the following
16 standard positions: Superintendent, Assistant Superintendent, Squad Leader,
17 Skilled Firefighter, and Crewmember.
18

19 **IHC Availability Periods**

20 All IHCs must be certified annually prior to initial assignment. Submit a
21 completed Appendix C from the *NIHCOG* prior to the crew being made
22 available for any incident assignment as an IHC. The Crew Superintendent is
23 responsible to inform local supervisor and the local GACC of any required
24 changes in the crew's typing. IHCs will be available to meet or exceed
25 availability periods specified in *NIHCOG* 2001 (Revised 2004).

- 26 • *BLM - IHC crewmembers will receive 40 hours of basic or refresher*
27 *training before their first fire assignment in a fire season. Refresher*
28 *training will include, but is not limited to, crew safety, risk management,*
29 *firefighter safety, fire behavior, communications, and organization. The*
30 *final responsibility for crew availability will rest with the Superintendent's*
31 *certification to local unit management that all training is complete. The*
32 *minimum tour of availability excluding required training periods for BLM*
33 *IHCs will be 130 calendar days for crews in the lower 48 states and 90*
34 *calendar days for crews in Alaska.*
35 • *NPS/FS - IHCs follow the NIHCOG, including minimum tours. In some*
36 *regions, tours may exceed the minimum based on preparedness and fuels*
37 *funding levels, or non-fire funding for these resources.*
38

39 **IHC Communications**

40 IHCs will provide a minimum of five programmable multi-channel radios per
41 crew as stated in the *NIHCOG*.
42

43 **IHC Transportation**

44 Crews will be provided adequate transportation. The number of vehicles used to
45 transport a crew should not exceed five. All vehicles must adhere to the
46 certified maximum Gross Vehicle Weight (GVW) limitations.

Release Date: January 2008

1 **Other Hand Crews**

2

3 **Policy**

4 All crews must meet minimum crew standards as defined in Appendix T as well
5 as any additional agency, state, or contractual requirements. Typing will be
6 identified at the local level with notification made to the local GACC.

7

8 **Crew Types**

9 • **Agency Crews**

10 Agency hand crews consist of qualified agency personnel and are
11 organized on a local basis. These crews are designated as Type 2 or Type
12 2 IA.

13 • **State Crews**

14 State crews are organized under the auspices of individual states. These
15 crews may be designated as Type 1, Type 2, or Type 2 IA. These crews
16 include organized state inmate crews.

17 • **Emergency Firefighter Crews (EFF)**

18 These crews are usually Type 2 crews consisting of agency sponsored on
19 call personnel who meet the requirements for Type 2 IA or Type 2 as
20 defined in Appendix T.

21 • **Contract Crews**

22 These organized crews consist of personnel trained, equipped, and certified
23 by a private contractor and must meet the contractual specifications as
24 stated in their state or national crew contracts.

25 • *FS - The FS endorses the National Minimum Standards for crews and
26 applies FSH 5109.17 for training requirements.*

27

28 **Fire Use Modules**

29 • *NPS - The National Park Service has Fire Use Modules. The primary
30 mission and priority of the modules is to provide skilled and mobile
31 personnel to assist with Wildland Fire Use (WFU) in the areas of
32 planning, fire behavior monitoring, ignition, and holding. Secondary
33 priorities follow in the order below:*

34 ➤ *Support burn unit preparation.*

35 ➤ *Assist with fire effect plot work.*

36 ➤ *Support mechanical hazardous fuel reduction projects.*

37 • *NPS - As an interagency resource, the modules are available nationally
38 throughout the fire season. Each module is comprised of a module leader,
39 assistant leader and three to eight module members. See the Fire Use
40 Module Operation Guide for specifics. Modules are mobilized and
41 demobilized through established ordering channels through the GACCs.*

42

43 **Agency Certified Positions**

44 As a supplement to the qualifications system, certain agencies have identified
45 the additional positions of Prescribed Fire Burn Boss 3 (RXB3) - see Chapter

1 17; Engine Operator (ENOP) - see Chapter 2; and Chainsaw Operators and
2 Fallers listed below.

3

4 **Chainsaw Operators and Fallers**

5 The agencies have established the following minimum qualification and
6 certification process for Chainsaw Operators (Incident Qualification Card
7 certified as Faller A):

- 8 • Successful completion of S-212, including the field exercise, or those
9 portions of S-212 appropriate for Faller A duties.
- 10 • Agency administrator (or delegate) certification of qualifications after
11 verification that training is successfully completed.
- 12 • Documentation must be maintained for individuals.
- 13 • The individual tasks required for completion of the “A” Task Book and the
14 final evaluation for the “A” level saw operators must be verified or signed
15 by a qualified “B or C” level saw operator.
- 16 • The individual tasks required for completion of the “B” Task Book must be
17 evaluated by a qualified “B” or “C” level operator. The Final Evaluator
18 Verification for “B” level operators must be signed by a “C” level saw
19 operator.
- 20 • The individual tasks required for completion of the “C” Task Book must be
21 evaluated by a qualified “C” level operator. The Final Evaluator
22 Verification for “C” level operators must be signed by a state approved
23 “C” level certifier.
- 24 • Each of the states/regions will certify and maintain a list of their current
25 “C” class saw operators who they approve to be “C” class certifiers.
- 26 • The certification of “C” class certifiers will remain the responsibility of the
27 agency administrator or delegate.
- 28 • All fire related (Incident Qualification Carded) saw operation
29 qualifications are maintained through the IQCS system and will have a
30 currency of five years.
- 31 • **BLM/FWS/NPS - Position task book found at:**
32 *<http://www.fire.blm.gov/training/blmtrng/PDFs/Faller/PTBFallerABC.pdf>*
- 33 • **FS - FS direction can be found in FSH 5109.17 and FSH 6709.11.**
- 34 • **FWS/NPS - Reference the BLM/FWS/NPS position task book. Found at:**
35 *<http://www.fire.blm.gov/training/blmtrng/PDFs/Faller/PTBFallerABC.pdf>*
- 36 • **FWS/NPS - Exceptions to the above policy are:**
 - 37 ➤ *The individual tasks required for completion of the “B” Task Book*
38 *and the final evaluation for the Class “B” saw operations must be*
39 *verified by a qualified Class “B” or “C” saw operator.*
 - 40 ➤ *The individual tasks required for completion of the “C” Task Book*
41 *and the final evaluation for the Class “C” saw operators must be*
42 *verified by a region approved Class “C” Final Evaluator.*
 - 43 ➤ *Each of the regions will certify and maintain a list of current,*
44 *qualified Class “B” and “C” saw operators, approved as Class “B”*
45 *or “C” Final Evaluators.*

- 1 ➤ *The certification of “C” class evaluators will remain the*
2 *responsibility of the regional agency administrator or delegate.*