

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
Office of Fire and Aviation
3833 S. Development Avenue
Boise, Idaho 83705-5354

April 13, 2006

In Reply Refer To:
1340 (FA-107) I

EMS Transmission 04/13/06
Instruction Memorandum No. FA IM-2006-022
Expires: 09/30/07

To: All Field Offices

From: Director, Office of Fire and Aviation

Subject: Emergency Firefighter Time Report, OF-288 Test Forms DD: 10/01/2006

Program Area: Fire Management

Purpose: Provide policy for testing the revised OF-288, Emergency Firefighter Time Report, Conditions of Hire and Payroll or Invoice Deduction Authorization forms.

Policy Action: In support of incident business improvements, the Bureau will assist with testing the revised OF-288, Emergency Firefighter Time Report, Conditions of Hire and Payroll or Invoice Deduction Authorization forms during the upcoming season. The test forms are available on the Incident Business Practices Working Team (IBPWT) website at: <http://www.nwcg.gov/teams/ibpwt/index.htm>. Comments may be submitted electronically to Veronica Belton at Veronica_Belton@blm.gov no later than October 1, 2006.

Timeframe: Effective immediately.

Budget Impact: None

Background: There have been many new developments within the fire timekeeping field, including incident automation and EFF Payment Centers, which dictate the need for different and/or additional information to be gathered by the OF-288. The NWCG IBPWT formed an interagency task group of subject matter experts (SMEs) to review the use of the OF-288 and determine the need for modification. The task group recommendations were approved by NWCG for testing during the upcoming season.

Manual/Handbook Section Affected: None

Contact: If you have any questions concerning this policy, you may contact Hallie Locklear, Incident Business Management Specialist, Office of Fire and Aviation, at 208-387-5166.

Signed by:
Thomas H. Dyer
Acting Director

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.

http://www.nwcg.gov/teams/ibpwt/forms/test-forms/nwcg_memo_eftr_of-228_testforms_2006_03_07.pdf

1 Attachment:

[NWCG Memorandum – Emergency Firefighter Time Report, OF-288 Test Forms \(4 pp\)](#)

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