

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44

Chapter 02 BLM Wildland Fire and Aviation Program Organization and Responsibilities

Introduction

This chapter states, references, or supplements policy for Bureau of Land Management (BLM) Fire and Aviation Program Management. The standards provided in this document are based on current Department of Interior (DOI) and Bureau policy, and are intended to provide fire program guidance. The intent is to ensure safe, consistent, efficient, and effective fire and aviation operations. This chapter will be reviewed and updated annually.

BLM Fire Operations Website

BLM Fire Operations maintains a website that hosts operational, informational, and policy-related documents. The website also contains information about the National Fire Equipment Program, the BLM Fire Training Unit, and the BLM Fire Operations Group and its subcommittees. This website is referenced throughout this document. The address of the BLM Fire Operations website is: http://web.blm.gov/internal/fire/fire_ops/index.html

Fire and Aviation Directorate

The BLM Fire and Aviation Directorate (FAD) consists of the Assistant Director (FA), Deputy Assistant Director (FA), Fire Operations Division Chief, Aviation Division Chief, Planning and Resources Division Chief, Support Services Division Chief, Budget and Evaluation Chief, External Affairs Division Chief, and the Equal Employment Opportunity Manager.

Program Manager Responsibilities

Assistant Director, Fire and Aviation (FA-100)

Deputy Assistant Director, Fire and Aviation (FA-100)

- Develops policies and standards for firefighting safety, training, prevention, suppression, and use of wildland fires on Bureau lands.
- Provides guidance to State Directors on the use of prescribed fire and fuels management to achieve hazardous fuels reduction and resource management objectives.
- Integrates fire and aviation management procedures into natural resource management.
- Establishes position competencies, standards, and minimum qualifications for Fire Management Officers, Fire Management Specialists, and leaders based on federal interagency standards.

- 1 • Implements the interagency Fire Program Analysis (FPA) process and
2 develops procedures and standards for the distribution of program
3 resources.
- 4 • Reviews and evaluates state fire and aviation management programs.
- 5 • Represents the BLM in the coordination of overall fire and aviation
6 management activities at National Interagency Fire Center (NIFC), on intra-
7 and interagency fire committees, groups, and working teams.
- 8 • In conjunction with federal fire directors, establishes priorities for
9 assignment of critical resources during wildland fire emergencies.
- 10 • Initiates or participates on Boards of Review concerning actions taken on
11 selected wildland fires.
- 12 • Negotiates cooperative agreements and/or modifications of existing national
13 level agreements to improve fire and aviation management activities on
14 Bureau lands.
- 15 • Reviews funding requests for severity, hazardous fuel reduction, and
16 emergency rehabilitation of Bureau lands damaged by wildland fires; makes
17 determinations on funding levels and recommends approval to the BLM
18 Director.
- 19 • Serves as designated contact for the United States Department of the
20 Treasury for the certification and revocation of Certifying Officers and
21 Assistant Disbursing Officers (CO/ADO) and Designated Officials for
22 emergency incident payments.

23 24 **Equal Employment Opportunity Manager (EEO) (FA-102)**

- 25 • Manages the Equal Employment Opportunity (EEO) program in accordance
26 with legal, regulatory, and policy requirements.
- 27 • Manages and directs the Counseling Program, and Alternative Dispute
28 Resolution (ADR) programs, in accordance with Equal Employment
29 Opportunity Commission (EEOC) regulations and BLM policy as well as
30 for other NIFC agencies.
- 31 • Advises managers and aggrieved persons of employee rights and
32 responsibilities, procedural options and timeframes in conflict situations and
33 formulates proposed resolutions.
- 34 • Negotiates with managers, aggrieved persons and their representatives to
35 informally resolve EEO matters, and executes final settlement agreements.
- 36 • Manages the Affirmative Employment Program (AEP).
- 37 • Develops and maintains the accessibility program for the disabled, required
38 under Section 504 of the Rehabilitation Act of 1973, as amended, and the
39 Americans with Disability Act (ADA of 1990).
- 40 • Conducts analyses to evaluate progress in meeting equal employment
41 opportunity program goals.
- 42 • Administers training activities for the organization.
- 43 • Provides managers and supervisors with guidance and advice on issues
44 related to EEO/civil rights program activities.

- 1 • Represents the organization in meetings with public and private groups,
2 universities, minority and women's organizations, other DOI components,
3 and other federal agencies.
4
- 5 **Support Services Division Chief (FA-200)**
- 6 • Manages all aspects of the business responsibilities and programs under the
7 jurisdiction of NIFC for the benefit of the BLM and cooperating agencies.
8 • Directs the accomplishment of the approved operating budget, exercising
9 appropriate control to assure program quality goals are met according to
10 established standards.
11 • Interprets Departmental and Bureau policies and directives as they affect
12 BLM-NIFC programs.
13 • Participates in the BLM-wide and interagency task force activities as a
14 leader or member.
15 • Responsible for the NIFC Site and Facilities Management, NIFC Safety and
16 Health program, Business Practices, Human Resources, Information
17 Resource Management, Maintenance and Security, National Radio Cache,
18 Remote Automated Weather Stations (RAWS) program, and
19 Transportation.
20 • Is a focal point and frequent spokesperson for the Bureau and the national
21 level management, assures a public awareness of Bureau programs and
22 coordinates with key officials in affected federal agencies, states, and
23 occasionally with other entities such as: foreign governments, private
24 individuals, private organizations, vendors, suppliers, transportation groups,
25 airlines, and others.
26 • Supports the implementation of the BLM's Automation/Modernization/
27 Information Resource Management (IRM) initiatives as they apply to
28 BLM/NIFC.
29
- 30 **Fire Operations Division Chief (FA-300)**
- 31 • Serves as the principal technical expert on fire operations to the Assistant
32 Director (FA), Deputy Assistant Director (FA), and to the BLM state fire
33 programs.
34 • Provides the Assistant Director (FA) and the Deputy Assistant Director
35 (FA) technical advice, operational oversight, and leadership in all aspects of
36 fire operations.
37 • Performs annual fire program preparedness reviews. Evaluates compliance
38 with policies, objectives, and standards. Assesses operational readiness and
39 provides technical assistance to solve identified problems. Performs other
40 operations reviews as required/requested.
41 • Assists the Assistant Director (FA) and Deputy Assistant Director (FA), in
42 the formulation and establishment of national policies and programs
43 pertinent to wildland fire preparedness, suppression, shared national
44 resources, safety, training, and equipment.

- 1 • Serves as the BLM technical expert on national interagency mobilization
2 and utilization of fire suppression resources.
- 3 • Develops national plans, standards, and technical guides for the BLM and
4 interagency fire management operations.
- 5 • Develops and implements safety programs, accident investigation
6 procedures, and safety trend analyses.
- 7 • Supervises the Branch of Radio Operations (FA-350) which is responsible
8 for tactical and operational national radio planning for the Bureau to meet
9 the needs of all business users (law enforcement (LE), fire, cadastral survey,
10 recreation, and natural resource programs). FA-350 is responsible for
11 managing the BLM's nationwide radio frequency (RF) assignments;
12 conducting management control reviews; user satisfaction surveys; Exhibit
13 300 Business Case; operational analysis; equipment test plans; testing
14 resources for the DOI Technical Service Center (TSC); implementation of
15 facilities standards, and management of equipment lifecycles.

17 **Budget and Evaluation Division Chief (FA-400)**

- 18 • Serves as principal budget advisor of the wildland fire program to the
19 Assistant Director (FA), Deputy Assistant Director (FA), BLM Fire
20 Leadership Team, and to other BLM staffs.
- 21 • Serves as primary BLM representative in the DOI Wildland Fire Budget
22 formulation and execution process.
- 23 • Represents BLM on the DOI Fire Budget Team and at other interagency
24 meetings in regards to budget related policies, requirements, procedures,
25 and reports.
- 26 • Coordinates all budget activities between Washington Office, Office of
27 Wildland Fire, and Fire and Aviation.
- 28 • Provides national oversight for BLM Wildland Fire program budget
29 formulation, justification, and execution. Responsible for the development
30 and preparation of the budget justifications, Planning Target Allocation,
31 Annual Work Plan, capability statements, effects statements, and
32 congressional responses.
- 33 • Reviews NIFC offices at mid-year, third quarter, and end-of-year and
34 distributes available funding in accordance with BLM policy.
- 35 • Provides oversight of Casual Payment Center. Ensures all DOI casual
36 payments are processed in a timely and cost-effective manner adhering to
37 procedures and practices set forth by the DOI agencies.

39 **Aviation Division Chief (FA-500)**

- 40 • Serves as principal aviation advisor to the Assistant Director (FA), Deputy
41 Assistant Director (FA), other staffs, states, and to the DOI.
- 42 • Identifies and develops Bureau aviation policies, methods and procedures,
43 as well as standardized technical specifications for a variety of specialized
44 firefighting missions for incorporation into the directives system.

- 1 • Coordinates aviation-related activities and services between the Washington
2 Office (WO) and states with other wildland firefighting, regulatory,
3 investigative, and military agencies.
- 4 • Coordinates provision and use of aviation resources with business practices,
5 aviation user staffs at the WO, and state office level.
- 6 • Represents the BLM at interagency meetings, in interagency committees
7 developing government-wide aviation policies, requirements, procedures
8 and reports, at aviation industry meetings and conventions.
- 9 • Develops and implements aviation safety programs, accident investigation
10 procedures, and aviation safety trend analyses.
- 11 • Plans and conducts reviews and evaluations of state aviation programs.
- 12 • Plans and conducts technical and managerial analyses relating to the
13 identification of aviation organization and resources appropriate for agency
14 use, cost-effectiveness of aviation firefighting, other specialized missions,
15 aircraft acquisition requirements, equipment developmental needs, and
16 related areas.

18 **Planning and Resources Division Chief (FA-600)**

- 19 • Responsible for the development and implementation of the Bureau-wide
20 fire planning program. Provides guidance and assistance in administering
21 the technical and operational aspects of BLM's fire planning program at the
22 state, regional, and agency levels for the accurate identification of program
23 funding needs. Checks for accuracy in computations with instructions and
24 policies.
- 25 • Responsible for the development and coordination of the BLM's prescribed
26 fire, fuels management, fire trespass, and fire prevention annual programs,
27 and recommends the distribution of program funds to regions.
- 28 • Tracks all fuels management fund distributions and prior year carryover
29 funds. Develops and maintains a national database for fuels management
30 accomplishments for Indian Trust Lands.
- 31 • Analyzes hazards and risks in the wildland urban interface using fuels
32 modification or reduction techniques, and develops recommendations for
33 Bureauwide application. Examines and analyzes laws and regulations
34 pertaining to prescribed fire use/fuels management in the wildland urban
35 interface, and works with top level Bureau representatives, states, and rural
36 fire districts to recommend policy which will achieve uniformity.
- 37 • Serves as the BLM's primary subject matter expert for National Fire
38 Management Analysis System (NFMAS), fire planning, Personal Computer
39 Historical Analysis (PCHA), Geographic Information System (GIS), Global
40 Positioning System (GPS), Lightning Detection System (LDS), Weather
41 Information Management System (WIMS), prescribed fire software
42 programs, and provides user training in those applications.

43
44
45

1 External Affairs Division Chief (FA-700)

- 2 • Responsible for coordination of information between the Department of the
3 Interior and Office of Wildland Fire to the BLM, BIA, USFWS, NPS,
4 USFS, National Association State Foresters (NASF), and Federal
5 Emergency Management Agency (FEMA) at NIFC.
- 6 • Responsible for coordination of the responses to: Office of Management
7 and Budget (OMB), Government Accountability Office (GAO),
8 congressional, other elected official, and other external inquiries among
9 agencies and departments, establishing and maintaining cooperative
10 relationships resulting in quality work products.
- 11 • Serves as the primary manager of the External Affairs program for the
12 NIFC.
- 13 • Serves as the primary point of contact to external audiences regarding
14 BLM, and at times, DOI fire and aviation policy.
- 15 • Serves as the primary point of contact with the BLM Washington Office
16 and DOI external affairs and communication offices.
- 17 • Develops recommendations pertaining to External Affairs aspects for BLM
18 Fire and Aviation policies.
- 19 • Initiates External Affairs policies and procedures pertaining to Fire and
20 Aviation for adoption at the department level in conjunction with other
21 departments and agencies.
- 22 • Serves as personal and direct representative of the Assistant Director, Fire
23 and Aviation at various meetings and functions with members of congress
24 and staff, state governors and legislatures, officials of local, state and
25 federal agencies, major private corporations, public and private interest
26 groups, and foreign governments.
- 27 • Serves as external affairs expert and consultant to the Assistant Director,
28 (FA) and the Deputy Assistant Director (FA) on a wide variety of issues and
29 policies of controversial nature, providing analysis and advice on public
30 reaction to major policy and program issues.
- 31 • Responsible for management and contact of all NIFC and BLM FA public
32 expressions, including printed material, video productions, and social media
33 products.
- 34 • Coordinates with BLM legislative affairs on proposed legislation regarding
35 FA.

36

37 State Director

38 The State Director is responsible for fire management programs and activities
39 within the state. The State Director will ensure that employees in their
40 organization meet the requirements outlined in the *Interagency Fire Program*
41 *Management Qualifications Standards and Guide* at: <http://www.ifpm.nifc.gov/>
42 and will ensure training is completed to support delegations to line managers
43 and principal actings.

44

45

1 **District/Field Manager**

2 The District/Field Manager is responsible to the State Director for the safe and
 3 efficient implementation of fire management activities within their unit. This
 4 includes cooperative activities with other agencies or landowners in accordance
 5 with delegations of authorities. The District/Field Manager and their principal
 6 actings will meet the required elements outlined in the Management
 7 Performance Requirements for Fire Operations below.

9 **Management Performance Requirements for Fire Operations**

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
1. Ensures Fire Management Plans (FMPs) reflect the agency commitment to firefighter and public safety, while utilizing the full range of fire management activities available for ecosystem sustainability.	X	X
2. Develops fire management standards and constraints that are compliant with agency fire policies.	X	X
3. Ensures use of fire funds is in compliance with department and agency policies.	X	X
4. Ensures incident responses will be based on current and approved Resource Management Plans (RMPs) and FMPs.	X	X
5. Attends the Fire Management Leadership Course. Ensures that personnel delegated fire program responsibilities have completed the Fire Management Leadership Course.		X
6. Publishes decisions in the Wildland Fire Decision Support System (WFDSS) as per chapter 2 and Chapter 11.	X	X
7. Provides a written Delegation of Authority to FMOs that gives them an adequate level of operational authority. If fire management responsibilities are zoned, ensures that all appropriate Agency Administrators have signed the delegation.	X	X
8. Ensures only trained, certified fire and non-fire personnel are available to support fire operations at the local and national level.	X	X
9. Ensures master agreements with cooperators are valid and in compliance with agency policy, and that attached Annual Operating Plans are current.	X	X

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
10. Personally visits at least one wildland and one prescribed fire each year.		X
11. Annually convenes and participates in pre-and post season fire meetings.	X	X
12. Reviews critical operations and safety policies and procedures with fire and fire aviation personnel.	X	X
13. Ensures timely follow-up to fire management program reviews.	X	X
14. Ensures fire and fire aviation preparedness reviews are conducted annually in all unit offices. Participates in at least one review annually.	X	X
15. Ensures investigations are conducted for incidents with potential, entrapments, and serious accidents as per the standards in Chapter 18.	X	X
16. Provides a written Delegation of Authority, copy of the Wildland Fire Decision Support System (WFDSS) Published Decision, and an Agency Administrator Briefing to Incident Management Teams.		X
17. Ensures resource advisors are identified, trained, and available for incident assignment. Refer to <i>Resource Advisors Guide for Wildland Fire PMS 313, NFES 1831, Jan 2004</i> .		X
18. Attends post fire closeout on Type 1 and Type 2 fires (attendance may be delegated.)		X
19. Ensures trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource and improvements for all human-caused fires where liability can be determined, as per <i>Fire Trespass Handbook H-9238-1</i> .	X	X
20. Ensures compliance with National and State Office policy for prescribed fire activities. Provides periodic reviews of the prescribed fire program.	X	X
21. Ensures prescribed fire plans are approved and meet agency policies.	X	X

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
22. Ensures the prescribed fire plan has been reviewed and recommended by a qualified technical reviewer who was not involved in the plan preparation.		X
23. Ensures a policy has been established to review and sign the go/no go checklist.		X
24. Ensures Unit Safety Program is in place, has a current plan, has an active safety committee that includes the fire program.	X	X
25. Annually updates and reviews the <i>Agency Administrator's Guide to Critical Incident Management</i> .	X	X
26. Ensures that a current emergency medical response plan is in place and accessible.		X
27. Ensures current fire and weather information is posted (hardcopy, web, etc.), and available for all employees.		X

1

2 **Manager's Oversight**

3 Agency administrators are required to personally visit an appropriate number of
4 fires each year. Appendix A contains information to support the agency
5 administrators during these visits.

6

7 **Post Incident Review**

8 Appendix B (*Managers Supplement for Post Incident Review*) emphasizes the
9 factors that are critical for ensuring safe and efficient wildland fire suppression,
10 and provides examples for managers to use in their review of incident operations
11 and Incident Commanders.

12

13 **Fire Training for Agency Administrators**

14 Agency Administrators and their acting must complete one of the following
15 courses within two years of being appointed to a designated management
16 position. Either class is acceptable.

- 17 • National - Fire Management Leadership
- 18 • Geographic - Local Fire Management Leadership

19

20 Agency Administrator training and qualifications may be entered into IQCS. If
21 an Agency Administrator will be mobilized through ROSS and/or an Incident
22 Qualification Card is issued, Agency Administrators are also required to
23 complete *IS-700A NIMS: An Introduction* and *I-100 Introduction to ICS*. The
24 IQCS mnemonic for BLM Agency Administrators is AADM.

25

Release Date: January 2013

02-9

1 **State Fire Management Officer (SFMO)**

2 The State Fire Management Officer (SFMO) provides leadership for their
3 agency fire and fire aviation management program. The SFMO is responsible
4 and accountable for providing planning, coordination, training, technical
5 guidance, and oversight to the state fire management programs. The SFMO also
6 represents the State Director on interagency geographic area coordination
7 groups and Multi-Agency Coordination (MAC) groups. The SFMO provides
8 feedback to Districts/Field Offices on performance requirements.

9
10 **District/Field Office Fire Management Officer**

11 The District/Field Office Fire Management Officer (FMO) is responsible and
12 accountable for providing leadership for fire and fire aviation management
13 programs at the local level.

14
15 The Fire Management Officer:

- 16 ● determines program requirements to implement land use decisions through
17 the Fire Management Plan (FMP) to meet land management objectives;
- 18 ● negotiates interagency agreements and represents the District/Field Office
19 Manager on local interagency fire and fire aviation groups;
- 20 ● meets Fire Staff Performance Requirements for Fire Operations; and
- 21 ● fulfills FMO Safety and Health Responsibilities for the Fire Program.

22
23 Experience requirements for positions in Alaska Fire Service, Oregon and
24 California (O&C) Districts, NIFC, national office, and other fire management
25 positions in units and state/regional offices will be established as vacancies
26 occur, but will be commensurate with the position's scope of responsibilities.
27 The developmental training to fully achieve competencies should be addressed
28 in an IDP within a defined time period.

29
30 **Fire Staff Performance Requirements for Fire Operations**

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
1. Establishes and manages a safe, effective, and efficient fire program.	X	X
2. Ensures the fire program is funded and managed to provide for safe and effective fire management activities.	X	X
3. Ensures the Fire Management Plan (FMP) reflects the agency commitment to firefighter and public safety, while utilizing the full range of fire management activities available for ecosystem sustainability.	X	X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
4. Ensures only trained and qualified personnel are assigned to fire and fire aviation duties.	X	X
5. Ensures the unit safety program is implemented and provides direction for fire and non-fire safety regulations, training, and concerns.	X	X
6. Ensures completion of a Job Hazard Analysis (JHA)/Risk Assessment for fire and fire aviation activities, and non-fire activities so mitigation measures are taken to reduce risk.		X
7. Ensures compliance with work/rest guidelines during all fire and fire aviation activities.	X	X
8. Ensures fire and fire aviation management employees understand their role, responsibilities, authority, and accountability.	X	X
9. Organizes, trains, equips, and directs a qualified work force.	X	X
10. Establishes and implements a post incident assignment performance review process for each employee.	X	X
11. Develops, implements, evaluates, and documents fire and fire aviation training to meet current and anticipated needs.	X	X
12. Ensures fire and fire aviation policies are understood, implemented, and coordinated with other agencies as appropriate.	X	X
13. Monitors fire suppression activities to recognize when complexity levels exceed program capabilities. Increases managerial and operational resources to meet the need.	X	X
14. Monitors fire season severity predictions, fire behavior, and fire activity levels. Ensures fire severity funding and national preposition funding is requested in a timely manner, used, and documented in accordance with agency standards.	X	X
15. Ensures master agreements with cooperators are valid and in compliance with agency policy, and that attached Annual Operating Plans are current.	X	X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
16. Develops, maintains, and implements current operational plans (e.g., dispatch, preparedness, prevention).		X
17. Ensures that initial response plans (e.g. run cards, preplanned response) are in place and provide for initial response commensurate with guidance provided in the Fire Management Plan and Land/Resource Management Plan. Ensures that initial response plans reflect agreements and annual operating plans, and are reviewed annually prior to fire season.		X
18. Develops, maintains, and implements restrictions procedures in coordination with cooperators whenever possible.	X	X
19. Ensures that the use of fire funds complies with department and agency policies.	X	X
20. Reviews and approves appropriate overtime authorization requests for personnel providing fire suppression coverage during holidays, special events, and abnormal fire conditions.		X
21. Ensures a process is established to communicate fire information to public, media, and cooperators.	X	X
22. Annually convenes and participates in pre-and post season fire meetings where management controls and critical safety issues are discussed.	X	X
23. Oversees pre-season preparedness review of fire and fire aviation program.	X	X
24. Initiates, conducts, and/or participates in fire program management reviews and investigations.	X	X
25. Personally participates in periodic site visits to individual incidents and projects.		X
26. Utilizes the Incident Complexity Analysis appendix E & F to ensure the proper level of management is assigned to all incidents.	X	X
27. Ensures transfer of command on incidents occurs as per Chapter 11.		X
28. Ensures incoming personnel and crews are briefed prior to fire and fire aviation assignments.		X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
29. Ensures that an accurate and defensible decision is published in the Wildland Fire Decision Support System (WFDSS) for all fires that escape initial attack.	X	X
30. Ensures that an accurate and defensible decision is published in the Wildland Fire Decision Support System (WFDSS) for all fires managed for multiple objectives.	X	X
31. Works with cooperators, groups, and individuals to develop and implement processes and procedures for providing fire safe communities within the wildland urban interface.	X	X
32. Ensures trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource/improvements for all human-caused fires that ignite on BLM jurisdiction where liability can be determined.	X	X
33. Ensures required unit personnel are trained in fire cause determination and fire trespass.	X	X
34. Ensures compliance with National and State Office policy for prescribed fire activities. Provides periodic reviews of the prescribed fire program.	X	X
35. Annually updates and reviews the <i>Agency Administrator's Guide to Critical Incident Management</i> .	X	X
36. Ensures that all fire employees review and update their emergency contact information annually, either in Employee Express or in hard copy format.	X	X
37. Ensures fire season severity predictions, weather forecasts, fire behavior predictors, and fire activity levels are monitored and communicated daily to all employees (hard copy, web page, email, radio, or fax).		X
38. Ensures standards in current National and Local Mobilization Guides are followed.	X	X
39. Complies with established property control/management procedures.	X	X

1

1 Requirements for fire management positions are outlined in the *Interagency Fire*
2 *Program Management Qualifications Standards and Guide* (IFPM) Standard.
3 The supplemental Qualification Standard for professional GS-0401 Fire
4 Management Specialist positions, approved by the Office of Personnel
5 Management, is also included in the IFPM Standard. The *Interagency Fire*
6 *Program Management Qualification Standards and Guide* can be found in its
7 entirety on the IFPM website: <http://www.ifpm.nifc.gov>.

8

9 **Delegation of Authority**

10

11 **Delegation for State Fire Management Officers (SFMO)**

12 In order to effectively perform their duties, a SFMO must have certain
13 authorities delegated from the State Director. This delegation is normally placed
14 in the state office supplement to agency manuals. This Delegation of Authority
15 should include the following roles and responsibilities:

- 16 • Serve as the State Director's authorized representative on geographic area
17 coordination groups, including MAC groups.
- 18 • Coordinate and establish priorities on uncommitted fire suppression
19 resources during periods of shortages.
- 20 • Coordinate logistics and suppression operations statewide.
- 21 • Relocate agency pre-suppression/suppression resources within the
22 state/region based on relative fire potential/activity.
- 23 • Correct unsafe fire suppression activities.
- 24 • Direct accelerated, aggressive initial attack when appropriate.
- 25 • Enter into agreements to provide for the management, fiscal, and
26 operational functions of combined agency operated facilities.
- 27 • Suspend prescribed fire activities when warranted.
- 28 • Give authorization to hire Emergency Firefighters in accordance with the
29 DOI Pay Plan for Emergency Workers.
- 30 • Approve emergency fire severity funding expenditures not to exceed the
31 agency's annual authority.
- 32 • Appendix C provides a sample "Delegation of Authority".

33

34 **Delegation for District/Zone/Field Office Fire Management Officers (FMO)**

35 In order to effectively perform their duties, a unit FMO must have certain
36 authorities delegated from the District Manager. This delegation is normally
37 issued annually. This Delegation of Authority should include the following
38 roles and responsibilities:

- 39 • Serve as the District Manager's authorized representative on operations
40 groups and coordination groups, including MAC groups.
- 41 • Coordinate and establish priorities on uncommitted fire suppression
42 resources during periods of shortages.
- 43 • Coordinate logistics and suppression operations for the unit.
- 44 • Relocate agency pre-suppression/suppression resources within the unit
45 based on relative fire potential/activity.

- 1 • Correct unsafe fire suppression activities.
- 2 • Direct accelerated, aggressive initial attack when appropriate.
- 3 • Facilitate entry into agreements to provide for the management, fiscal, and
- 4 operational functions of combined agency operated facilities.
- 5 • Suspend prescribed fire activities when warranted.
- 6 • Give authorization to hire Emergency Firefighters in accordance with the
- 7 DOI Pay Plan for Emergency Workers.
- 8 • Approve emergency fire severity funding expenditures not to exceed the
- 9 unit's approved authority.
- 10 • Appendix C provides a sample "Delegation of Authority".

11

12 **BLM Operational Duty Officer (ODO)**

13

14 Each BLM unit Fire Management Officer will perform the duties of an ODO or
15 will provide a delegated ODO for their units during any period of predicted
16 incident activities. ODO responsibilities may be performed by any individual
17 with a signed Delegation of Authority from the local Agency Administrator.
18 Qualifications for the ODO will be identified within the Unit Annual Operating
19 Plan. The required duties for all BLM ODOs are:

- 20 • Monitor unit incident activities for compliance with BLM safety policies.
- 21 • Coordinate and set priorities for unit suppression actions and resource
- 22 allocation.
- 23 • Keep unit Agency Administrators, suppression resources, and information
- 24 officers informed of the current and expected situation.
- 25 • Plan for and implement actions required for future needs.
- 26 • Document all decisions and actions.

27

28 ODOs will provide operational oversight of these requirements as well as any
29 unit specific duties assigned by the local fire managers through the local unit fire
30 operating plan. ODOs will not fill any ICS incident command functions
31 connected to any incident. In the event that the ODO is required to accept an
32 incident assignment, the FMO will ensure that another qualified and authorized
33 ODO is in place prior to the departure of the outgoing ODO.

34

35 **Incident Business**

36

37 Administrative guidance related to payroll operations, hiring authorities,
38 Emergency Support Functions, fire contracting, cost reviews, etc. can be found
39 on the BLM Fire & Aviation web site at:
40 [http://web.blm.gov/internal/fire/budget/Reference_docs/Incident%20Business/I](http://web.blm.gov/internal/fire/budget/Reference_docs/Incident%20Business/IB-new/IB_MMMenu.html)
41 [B-new/IB_MMMenu.html](http://web.blm.gov/internal/fire/budget/Reference_docs/Incident%20Business/IB-new/IB_MMMenu.html)

42

43

44

45

BLM Fire Management Position Titles and Fire Department Cooperator Equivalencies

Bureau of Land Management units that choose to use fire department cooperator nomenclature will utilize the following BLM position title equivalency standard.

BLM Fire Management Position Title	Fire Department Cooperator Equivalency
State FMO, District FMO	Chief
State AFMO, District AFMO	Deputy Chief
State Office Fire Staff	Assistant Chief
Field Office FMO, Center Manager, District Fire Management Specialist, District Fuels Specialist	Division Chief
Fire Operations Specialist, Fuels Specialist, Assistant Center Manager, Prevention/Education Specialist	Battalion Chief
Prevention Technician, Prevention/Education Specialist	Prevention officer
Hotshot Superintendent, Helicopter Manager	Superintendent
Engine Captain, Hotshot Foreman, Assistant Helicopter Manager, Fuels Module Leader	Captain
Fire Engine Operator	Engineer
Communications Technician	Comm.
Mechanic	Repair

Safety and Occupational Health Program

Safety and occupational health program responsibilities are interwoven throughout Bureau program areas, including fire management. Safety of our employees lies within every level of the organization and program implementation can have a direct impact on firefighting personnel. To ensure that program requirements are met to support the fire and aviation management program, the following checklist shall be utilized.

Safety and Health Responsibilities for the Fire Program

PERFORMANCE REQUIRED	State Safety Manager	District/Zone Safety Manager	Unit FMO	District/Field Manager
1. An annual Unit Safety and Health Action Plan is developed, approved, and signed by unit Agency Administrator. This plan outlines courses of action to improve the unit's safety		X	X	X

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
program and is based upon an assessment of what is needed to make the safety program fully functional.				
2. Risk assessments (RAs) are completed for non-suppression related fire activities. RAs are completed for suppression related activities and crews are briefed on RAs prior to beginning work.			X	X
3. An individual has been designated as the Unit Safety Officer.	X			X
4. Maintains a working relationship with all facets of the fire organization including outstations.		X	X	X
5. A safety committee or group, which includes fire representation, is organized to monitor safety and health concerns and activities.		X	X	X
6. Written safety and health programs required by OSHA are in place and being implemented to include fire personnel.	X	X		
7. Employees are provided mandatory safety and health training, including the BLM Fire and Aviation Employee Orientation Checklist.		X	X	X
8. Fire safety programs (e.g., SAFENET, Six Minutes for Safety, Safety Alerts) are known and being utilized.			X	

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
9. Safety publications are available to all fire employees (e.g., <i>Incident Response Pocket Guide, 1112-2 Manual, Fireline Handbook 410-1</i>).			X	
10. Assures that risk management process is integrated into all major policies, management decisions, and the planning and performance of every job. (<i>BLM Manual 1112</i>)			X	
11. Procedures are in place to monitor Work Capacity Test (WCT) results and ensure medical examination policies are followed.			X	
12. Material Safety Data Sheets (MSDS) are present, accessible, and available for all hazardous materials used and stored in the work area.		X	X	
13. Procedures are in place to purchase non-standard equipment as identified in the JHA/Risk Assessment process, and to ensure compliance with consensus standards (e.g., ANSI, NIOSH) for PPE.	X	X		X
14. Personal Protective Equipment (PPE) supplied, is serviceable, and being utilized.		X	X	
15. Ensures tailgate safety meetings are held and documented.			X	

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
16. Monitors and inspects operations and work sites for unsafe acts and conditions and promptly takes appropriate preventative and corrective measures. (<i>BLM Manual 1112</i>)		X		
17. Procedures are in place for reporting unsafe and unhealthful working conditions.		X		X
18. Promptly reports and investigates all job-related accidents/incidents that result in or have the potential to cause fatalities, injuries, illnesses, property, or environmental damage. All such reports are electronically submitted to the Safety Management Information System (SMIS). <i>BLM Manual 1112 Safety</i>			X	X
19. Injury data is monitored and reviewed to determine trends affecting the health and welfare of employees.		X		X
20. Ensures facility and work areas inspections are conducted to ensure requirements are met. <i>29 CFR 1960 and 485 DM, Chapter 5 requirements.</i>	X	X		X

1

2 **Employee Safety and Health Program Responsibility**3 All employees have personal responsibility to ensure safe and healthful work
4 practices and the following elements specifically outline these responsibilities:

- 5 • Complying with applicable work rules, practices, and procedures.
- 6 • Using safety devices, personal protective equipment, clothing, and other
- 7 means provided or directed by recognized authority at all times when
- 8 necessary for their protection.

Release Date: January 2013

02-19

- 1 • Reporting unsafe and unhealthful working conditions to management.
- 2 • Reporting every job-related accident/incident to their supervisor that results
- 3 in, or has the potential to harm people, property, or the environment.
- 4 • Reporting personal conditions that could adversely affect their ability to
- 5 perform in a safe and healthful manner on the job.
- 6 • Completing the BLM Fire and Aviation Employee Orientation Checklist,
- 7 available on the BLM Fire Operations website.

8

9 **Emergency Notification and Contact Information**

10

11 After emergency response actions deliver an injured employee to the immediate
12 medical care facility, prompt notification through the chain of command is
13 essential to ensure proper management support to the employee. For BLM fire
14 operations, notification criteria are as follows:

- 15 • Supervisor of the injured employee will notify the local state Fire
16 Operations Group representative immediately after treatment when the
17 injured employee is not released to duty. This contact will be in addition to
18 contacts made to the home unit chain of command.

19

20 All fire and aviation employees are required to review and update their
21 emergency contact information annually, either in Employee Express or in hard
22 copy format. This information will only be used for emergency purposes and
23 only by those authorized to make contact with the employee and/or their
24 personal contact(s) and will be maintained in accordance with the provisions of
25 the Privacy Act of 1974. See WO IM # 2012-196 for more instructions for
26 completing entry into Employee Express and/or the *BLM Personal Emergency*
27 *Contact Information form*.

28

29 **Employee Advocacy**

30

31 Fire operations doctrine acknowledges the inherent danger of fire operations and
32 the potential for serious injury or death to firefighters. When these occur, it is
33 important that Bureau employees are provided the best and most appropriate
34 care and support possible. Managers should consult their human resources
35 experts to ensure that applicable Departmental and Bureau human resources
36 policies and guidelines are followed. In addition, the *Bureau of Land*
37 *Management Line of Duty Death (LODD) Response Guide* provides information
38 to assist managers in dealing with the many complexities of these occurrences.

39

40 The *LODD Response Guide* is available in the Toolbox section of the BLM Fire
41 Operations Website.

42

43

44

45

46

1 **BLM Fire and Aviation Honor Guard**

2
3 The BLM Fire and Aviation Honor Guard represents the highest ideals of honor,
4 dignity, professionalism and respect in serving the agency, the fire community,
5 and the families, friends and co-workers of those who have lost their lives in the
6 line of duty.

7
8 The Honor Guard was established to appropriately pay tribute to and honor the
9 memory of employees who perish in the line of duty. The Honor Guard also
10 responds to requests for their participation at events of state and national
11 significance.

12
13 The Honor Guard is comprised of a cross-section of the BLM workforce from
14 within the fire and aviation program. A commitment to the program directly
15 impacts fellow members and the ability of the team to function at the highest
16 level possible. Members will be expected to commit for no less than a two-year
17 period, and may remain an Honor Guard member until they can no longer fulfill
18 the commitment or wish to retire from the Honor Guard. Members must stay in
19 good standing in the Bureau.

20
21 For more information, refer to
22 http://www.blm.gov/nifc/st/en/prog/fire/honor_guard.html.

23 **Employee Responsibility**

24
25
26 All employees, cooperators, contractors, and volunteers who participate in
27 wildland fire operations have the duty to treat each other with respect and to
28 maintain a work environment free of misconduct and harassment.

29 Misconduct includes but is not limited to: alcohol misuse, driving while
30 intoxicated, the use of illegal drugs, hazing, insubordination, disregard for
31 policies and procedures, and the destruction or theft of government property.

32
33 Harassment is coercive or repeated, unsolicited and unwelcome verbal
34 comments, gestures, or physical contacts and includes retaliation for confronting
35 or reporting harassment.

36
37 Harassment and misconduct will not be tolerated under any circumstances and
38 will be dealt with in the strictest of terms. We must all take responsibility for
39 creating and ensuring a healthy and safe work environment. Employees who
40 experience or witness harassment, misconduct, or any inappropriate activity
41 should report it to the proper authority immediately.

42 **Examples of Harassment and Misconduct**

- 44 • **Physical conduct** - Unwelcome touching, standing too close, looking up
45 and down, inappropriate or threatening staring or glaring, obscene,
46 threatening, or offensive gestures.

- 1 • **Verbal or written misconduct** - Inappropriate references to body parts;
2 derogatory or demeaning comments, jokes, or personal questions; sexual
3 innuendoes; offensive remarks about race, gender, religion, age, ethnicity,
4 or sexual orientation, obscene letters or telephone calls, catcalls, whistles or
5 sexually suggestive sounds.
- 6 • **Visual or symbolic misconduct** - Display of nude pictures, scantily-clad,
7 or offensively-clad people; display of offensive, threatening, demeaning, or
8 derogatory symbols, drawings, cartoons, or other graphics; offensive
9 clothing or beverage containers, bumper stickers, or other articles.
- 10 • **Hazing** - Hazing is considered a form of harassment. “Hazing” is defined
11 as “any action taken, or situation created intentionally, to produce mental or
12 physical discomfort, embarrassment, or ridicule.”
- 13 • **Alcohol** - The use of alcohol during any work period is strictly prohibited.
14 The performance of job duties while under the influence of alcohol is
15 prohibited. Underage personnel alcohol use is prohibited at all times.

17 **BLM Mobile Fire Equipment Policy**

19 **Introduction**

20 The following section represents a general overview of the BLM Mobile Fire
21 Equipment Policy. The policy can be found in its entirety on the BLM National
22 Fire Equipment Program (NFEP) Website, located within the BLM Fire
23 Operations website.

25 **Policy and Guidance**

26 The BLM fire equipment program is responsible for the design, development,
27 and acquisition of specialized wildland fire equipment to meet the full range of
28 fire management requirements. The design and development is accomplished
29 through the analysis of performance needs required by BLM field units and
30 working with industry to produce prototypes for testing and eventually
31 production units. Acquisition of equipment is accomplished primarily through
32 contracting. The BLM fire equipment program balances advanced technology
33 with overall cost efficiency to provide maximum safety for personnel while
34 effectively meeting fire management needs.

36 It is agency policy to maintain each piece of fire equipment at a high level of
37 performance and in a condition consistent with the work it has been designed to
38 perform. This shall be accomplished through application of a uniform
39 preventive maintenance program, timely repair of components damaged while
40 on assignment, and in accordance with all agency fiscal requirements. Repairs
41 shall be made as they are identified to keep the equipment functional and in peak
42 operating condition.

44 **Fire Equipment Committees**

45 There are three levels of fire equipment committees: National, State, and
46 Interagency. Fire equipment committees address the broad spectrum of

1 equipment subjects and make recommendations. State committees will report to
2 the respective State Fire Management Officer. The BLM Fire Equipment Group
3 and the BLM Engine Committee report to the Fire Operations Group (FOG).
4 Equipment committees should invite other agency equipment leads to share
5 ideas, transfer technology, and coordinate efforts.

6

7 **BLM National Fire Equipment Program (NFEP)**

8 The BLM National Fire Equipment Program (NFEP) is located at NIFC. This
9 unit is responsible for the development, ordering, inspection, receiving, and
10 distribution of new fire equipment that will meet or exceed the minimum
11 performance standards established by the BLM Fire Equipment Group and the
12 BLM Engine Committee. The NFEP website is located within the BLM Fire
13 Operations website.

14

15 **Equipment Development**

16 The BLM NFEP has established a fire equipment development process to ensure
17 that new fire equipment or technologies meet or exceed established performance
18 standards. All new fire equipment will follow this development process and will
19 be tested and evaluated under actual field conditions prior to being made
20 available for general ordering.

21

22 **Standardization**

23 Standardization of fire equipment aids in the ability to produce equipment that
24 effectively meets the Bureau's mission by providing cost effective equipment
25 with the least impact on fire programs. Standardization also contributes to the
26 ability to provide effective, consistent, and quality training to the BLM fire
27 program workforce. The BLM Fire Equipment Group and the BLM Engine
28 Committee have the responsibility to establish and approve minimum
29 performance standards for all BLM-specific fire equipment.

30

31 **Fire Engine and Command Vehicle Identifier Standards**

32 Bureau of Land Management fire engine and command vehicle identifier
33 standards have been established by the national Fire Operations Group and can
34 be found at the BLM Fire Operations website.

35

36 **Deficiency Reporting**

37 The BLM Fire Equipment Improvement/Deficiency Reporting System is used to
38 collect improvement recommendations and deficiency reports for all BLM fire
39 equipment. The reporting system enables the BLM NFEP to build a
40 comprehensive database to document problems, identify trends, and establish
41 priorities for development and modification of new and existing equipment.

42

43 District/Field Offices are required to submit timely and detailed deficiency
44 reports for problems encountered with BLM fire equipment. Reports will also
45 be submitted for suggestions for improvement. Submitted reports will receive
46 immediate attention. The NFEP will immediately verify receipt of the

1 deficiency report and will follow-up with the submitting District/Field Office to
2 correct the deficiency or work to incorporate the improvement suggestion. The
3 Improvement/Deficiency Reporting System can be found on the BLM National
4 Fire Equipment Program website, located within the BLM Fire Operations
5 website.

6

7 **Acquisition of Working Capital Fund Equipment**

8 The National Operations Center (NOC) located in Denver manages the Working
9 Capital Fund (WCF). Each class of vehicle has an established replacement
10 cycle based on miles or hours, vehicle replacement costs, and residual value.
11 The WCF acquires funds through Fixed Ownership and Use Rates determined
12 by the replacement cycle. At the end of the replacement cycle, adequate funds
13 to replace the vehicle are available. For new vehicle purchases, funds are
14 acquired/secured by the receiving unit and the new purchase is added to the
15 WCF. The NOC monitors vehicle usage and replacement cycles, and notifies
16 the NFEP when vehicles need to be replaced. The NFEP then coordinates with
17 the receiving unit to order the replacement vehicle. When the order is placed,
18 the NFEP works with the BLM Fleet Manager, the receiving unit, contracting,
19 and the vendor to fill the order.

20

21 **Funding**

22 Procurement of nonstandard equipment with fire management funds when
23 standard equipment is available must have written approval by the FAD
24 Division of Operations Chief and the State Fire Management Officer. Most fire
25 vehicles are funded through the WCF. Other types of fire equipment are funded
26 through the normal budget process at the state and local level. Specialized
27 equipment may be funded in a variety of ways including through the Fire and
28 Aviation Directorate, special project allocations, available mid or year end
29 funds, state or local funding, interagency agreement, or through the WCF.

30

31 **BLM Mobile Fire Equipment Ordering**

32 Ordering of BLM mobile fire equipment is completed through the NFEP at
33 NIFC. Available equipment is listed in the BLM Fire Equipment Ordering
34 System (FEOS) web page. Contact the National Fire Equipment Program for
35 additional information.

36

37 States have the authority to order their own equipment using WCF funds.
38 However, the BLM has established required equipment and performance
39 standards for new equipment. These standards have been established to reduce
40 excessive procurement costs, maintain common operational functions, and
41 provide a Bureau wide standard fire fleet.

42

43 If states order their own equipment using WCF funds, they must have approval
44 from the WCF Fleet Manager, State Fire Management Officer, and the Chief,
45 Division of Fire Operations (FA-300) prior to ordering.

46

1 Equipment Modification/Retrofitting

2 Any major retrofit, change, or addition to BLM fire equipment requires
3 submission of a proposal to the BLM Fire Equipment Group. The BLM Fire
4 Equipment Group in conjunction with the BLM National Fire Equipment
5 Program will consider and approve/disapprove any such proposals. Minor
6 changes or add-ons may be approved through the NFEP.

7

8 Property Transfer/Replacement

9 Surplus and early turn-in fire vehicles may be transferred to another unit for
10 continued service with the approval of the State Fire Management Officer and
11 the WCF Manager. In these instances, the vehicle remains in the same class,
12 and the FOR and use rates will continue to be charged to the unit acquiring the
13 vehicle. Units may dispose of fire vehicles prior to the normal replacement date.
14 In these instances, no future replacement is automatically provided and there is
15 no accrued credit for the FOR collected on that unit prior to disposal. Units
16 acquiring this type of equipment continue payment of the FOR and use rates.

17

18 Conversions

19 Offices requesting to convert replacement fire equipment to a different class of
20 equipment must follow and provide the following criteria and documentation:

- 21 • Proposed changes meet current and future preparedness requirements
22 identified in Resource/Land Management Plans and Fire Management
23 Plans.
- 24 • Proposed changes result in an overall cost savings to the government.

25

26 If any proposed changes in equipment result in additional overall costs to the
27 government, documentation must include:

- 28 • Increased production rates which may offset additional costs
- 29 • The requesting states availability of sufficient funds to cover additional
30 costs.

31

32 BLM units will use the standard form available on the BLM Fire Operations
33 website to provide required documentation for approval for conversions,
34 transfers, and excess vehicles.

35

36 Lights and Siren Response

37

38 Responding to BLM wildland fire incidents normally does not warrant the use of
39 emergency lights and siren to safely and effectively perform the BLM mission.
40 However, there may be rare or extenuating circumstances when limited use of
41 lights and sirens are appropriate and necessary due to an immediate threat to life.

42

43 Those BLM state organizations that determine a lights and sirens response is
44 necessary to meet mission requirements must develop an operating plan that is
45 signed and approved by the State Director and forwarded to the Chief, Division
46 of Fire Operations, BLM FA. The operating plan must ensure the following:

Release Date: January 2013

02-25

- 1 1. All vehicles (command, engines, etc.) will be properly marked, equipped, and
2 operated in accordance with state statutes, codes, permits, and BLM unit
3 requirements.
- 4 2. Drivers will complete training in the proper use of lights and sirens response
5 in accordance with National Fire Protection Association (NFPA) 1451 and 1002
6 standards, as well as any state requirements.
- 7 3. Drivers responding with lights and sirens will be minimally qualified as
8 engine operator.
- 9 4. Lights and sirens will meet NFPA and state code requirements.
- 10 5. Posted speed limits will be followed at all times, regardless of response type.
- 11 6. Operators will stop or reduce speed as circumstances dictate prior to
12 proceeding through all intersections.
- 13 7. Traffic light changing mechanisms (e.g., Opticons) will only be used under
14 formal written agreement with state and local governments. They will be used
15 only when they are necessary to create safe right-of-way through urban high-
16 traffic areas. All pertinent state and local statutes and procedures will be
17 adhered to.
- 18 8. Authorization to respond with lights and sirens does not cross state lines. No
19 driver will be authorized by one state to operate with lights and sirens in another
20 state.

21

22 **BLM Firefighters**

23

24 **Introduction**

25 Firefighters operate within the Incident Command System (ICS), which is a
26 component of the National Incident Management System (NIMS).

27

28 In the ICS, firefighters are either assigned as single resource overhead
29 (individuals assigned to specific supervisory or functional positions) or as
30 members of an organized unit. The individuals within these units are trained to
31 provide different levels and types of tactical, logistical, and managerial
32 capability.

33

34 These units include:

- 35 • **Hand Crews** - Vehicle mobile firefighters that specialize in the use of hand
36 tools, chainsaws, portable pumps, and ignition devices for tactical
37 operations. Hand crew types include Interagency Hotshot Crews (IHC)s,
38 Type 2 Initial Attack Crews, Type 2 Crews, and Fire Suppression Modules.
- 39 • **Engine Crews** - Engine mobile firefighters that specialize in the use of
40 engines for tactical operations.
- 41 • **Helitack** - Helicopter mobile firefighters that specialize in the use of
42 helicopters for tactical and logistical operations.
- 43 • **Smokejumpers** - Fixed wing aircraft and parachute mobile firefighters that
44 specialize in the use hand tools, chainsaws, and ignition devices for tactical
45 operations.

46

1 BLM Firefighter Priority for Use

- 2 ● Initial attack on lands for which the BLM has suppression responsibility.
- 3 ● Other fire suppression/management assignments on BLM lands.
- 4 ● Other fire suppression/management assignments on other agency lands.
- 5 ● All Hazard - ESF#4 reference:
- 6 http://web.blm.gov/internal/fire/budget/Reference_docs/esf4/ESF4_page.htm
- 7 m

8

9 Mobilization of BLM Firefighters

10

11 BLM firefighters are mobilized to perform the following functions:

- 12 ● Suppress fires and manage wildland fire incidents;
- 13 ● Improve BLM initial attack capability;
- 14 ● Maximize the utilization of limited BLM fire operational assets;
- 15 ● Provide additional fire management capability in high tempo periods;
- 16 ● Provide experience and developmental opportunities to BLM firefighters;
- 17 ● Perform fire management project work or assignments; or
- 18 ● Perform other project work or assignments.

19

20 There are five funding mechanisms for mobilizing BLM firefighters:

- 21 ● Preparedness funding
- 22 ● Suppression funding
- 23 ● Short term severity (State/Regional Level Severity) funding
- 24 ● National level severity funding
- 25 ● National preposition funding

26

27 Preparedness Funding

28 Preparedness funding may be used to mobilize resources for normal

29 preparedness activities such as:

- 30 ● Movement of resources within a unit not associated with fire activity;
- 31 ● Detailing firefighters to fill vacant positions;
- 32 ● Project work or normal preparedness activities; and/or
- 33 ● Training.

34

35 Fire managers have the authority to expend preparedness funding for
36 preparedness activities. Mobilization of non-BLM federal resources with BLM
37 preparedness funding requires a reimbursable agreement.

38

39 Suppression Funding

40 Suppression funding is used to mobilize resources to wildland fire incidents.

41 BLM firefighters are mobilized directly to incidents using established methods
42 (resource orders, initial attack agreements, dispatch plans, response plans, etc.)

43

44

45

1 Short Term Severity (State Level Severity)

2 Short term severity funding may be used to mobilize resources for state/regional
3 short term severity needs that are expected to last less than one week, such as:

- 4 • Wind events;
- 5 • Cold dry front passage;
- 6 • Lightning events; and/or
- 7 • Unexpected events such as off-road rallies or recreational gatherings.

8
9 Each state director and the Fire and Aviation division chiefs for Operations and
10 Aviation have been delegated the authority to expend up to \$300,000 for “short
11 term” severity needs per fiscal year. This discretionary severity authorization
12 can be expended for appropriate severity activities without approval from Fire
13 and Aviation. States will establish a process for requesting, approving, and
14 tracking short term severity funds.

16 National Level Severity Funding

17 National level severity funding is used to mobilize resources to areas where:

- 18 • Preparedness plans indicate the need for additional
19 preparedness/suppression resources;
- 20 • Anticipated fire activity will exceed the capabilities of local resources;
- 21 • Fire season has either started earlier or lasted longer than identified in the
22 fire management plan; and/or
- 23 • An abnormal increase in fire potential or fire danger not planned for in
24 existing preparedness plans exists.

25
26 Guidance for requesting and utilizing national level severity funding is found in
27 Chapter 10 and on the BLM Fire Operations website. Requests should be
28 consolidated by state, coordinated with Fire and Aviation, and then submitted to
29 Fire and Aviation by the State Director. The official memo requesting funds
30 should be mailed to the Assistant Director, Fire and Aviation. An electronic
31 copy should also be e-mailed to “BLM_FA_Severity@blm.gov”.

32
33 Severity funding requests will be accepted and approved for a maximum of 30
34 days, regardless of the length of the authorization. Use of severity funding must
35 be terminated when abnormal conditions no longer exist. If the fire severity
36 situation extends beyond the 30-day authorization, the state must prepare a new
37 severity request.

38
39 An approval memo from Fire and Aviation will list authorized resources along
40 with a cost string code for each state and field office to use for all resources. All
41 resources authorized through this process will be counted in the state’s severity
42 authorization limit, including extension of exclusive use aircraft contracts.

43
44 In order to support the BLM national aviation strategy, which includes
45 prioritized allocation based on need, air resource mobility, and cost containment,

1 a state may be directed to release an air resource to another state. All charges
2 related to releasing an air resource will be covered by Fire and Aviation or the
3 receiving state.

4

5 **National Preposition Funding**

6 National preposition funding is used to mobilize resources to areas with
7 anticipated fire activity when other funding is not available. Units may request
8 national preposition funding from FA to acquire supplemental fire operations
9 assets to increase initial attack capability. National preposition funding may be
10 used to mobilize resources when BLM units:

- 11 • Do not have available preparedness funding;
- 12 • Do not have available short-term severity funding; or
- 13 • Do not meet the criteria for use of national severity funding.

14

15 Approved national preposition funding may be used only for travel and per diem
16 costs for the duration of the assignment, and overtime labor costs associated
17 with the original preposition move.

18

19 Each State Director has been delegated the authority to expend national
20 preposition funding within an allocation limit established annually through
21 issuance of an Instruction Memorandum. The criteria stated above apply to this
22 allocation.

23

- 24 • **National Preposition Request Process**
 - 25 ○ Unit FMO identifies need and notifies State FOG representative. FOG
26 rep informs SFMO.
 - 27 ○ FOG rep coordinates with unit FMO to verify need and determine asset
28 types, numbers, and projected preposition location.
 - 29 ○ Requesting FOG rep queries FOG group and identifies available assets.
 - 30 ○ Requesting and sending FOG reps jointly complete the BLM
31 Preposition Request Form found on the BLM Fire Operations website.
 - 32 ○ Requesting FOG rep will submit the request electronically via e-mail to
33 “BLM_FA_Prepositioning@blm.gov” to acquire Division of Fire
34 Operations (FA-300) approval. If aviation assets are requested, FA-300
35 will coordinate with the National Aviation Office (FA-500) and secure
36 FA-500 approval.
 - 37 ○ FA-300 will notify the requesting and sending FOG representatives via
38 e-mail when the request is approved.
 - 39 ○ After securing FA-300/500 approval, the requesting FOG rep places
40 name request order(s) for specified assets through normal coordination
41 system channels.
 - 42 ○ Responding BLM assets will be assigned to a temporary host unit by
43 the receiving FOG rep.
 - 44 ○ Responding assets, sending/receiving FOG reps, and the temporary
45 host unit will negotiate length of assignment and crew rotation, and
46 ensure that prepositioned personnel meet work/rest requirements.

1 BLM preposition funding request information can be found at the BLM Fire
2 Operations website.

3

4 **BLM Asset, Intelligence, and Prepositioning (AIP) System**

5 The BLM Asset, Intelligence, and Prepositioning (AIP) system provides BLM
6 State Fire Operations Specialists a formal process for providing collective input
7 into national decisions on BLM fire asset utilization. The intent of the AIP
8 system is to improve BLM decisions on prepositioning BLM fire suppression
9 assets from low fire danger areas to high fire danger areas. Preposition moves
10 are intended to maximize the overall capability and effectiveness of limited
11 BLM suppression assets. Prepositioning will be done primarily on a national
12 long-term scale, but the AIP system may be used to inform state and local asset
13 utilization decisions as well. The AIP system is not intended to duplicate or
14 contradict existing dispatch/coordination system processes.

15

16 The AIP system consists of a graphical display of geospatial data (asset
17 locations, predictive services information, etc.), and FOG procedures for
18 evaluating the data, making decisions, and securing funding for asset movement.

19

20 • AIP system process

- 21 ○ Each BLM Fire Operations Group (FOG) representative will
22 continually evaluate the *National Wildland Significant Fire Potential*
23 *Outlook*, *National Early Season Assessment* and other intelligence to
24 maintain situational awareness.
- 25 ○ Monthly (or as needed), the FOG will evaluate intelligence and
26 collectively determine if BLM fire suppression assets should be
27 mobilized across geographic area boundaries.
- 28 ○ If mobilization of assets is warranted, the FOG will collectively
29 determine receiving states, sending states, required suppression assets,
30 and the appropriate funding mechanism.
- 31 ○ Sending states will provide a list of resources and personnel to the
32 receiving states one month (or as soon as possible) prior to the date of
33 mobilization (movement date).
- 34 ○ Receiving states will request funding and mobilize assets using
35 established processes as identified above.
- 36 ○ When identified assets are outside of normal availability periods,
37 sending states will coordinate with unit fire program managers and
38 Human Resources Offices to ensure that hire/layoff dates are adjusted.
- 39 ○ The FOG will continually evaluate the need for prepositioned
40 resources. Prepositioned resources will be adjusted accordingly based
41 on conditions and predictions.

42 • AIP System Responsibilities:

- 43 ○ Fire Operations Group
 - 44 ■ Evaluate monthly predictive services forecasts and AIP
 - 45 intelligence.
 - 46 ■ Determine need to mobilize and/or preposition resources.

- 1 ○ Receiving States
- 2 ■ Determine, type, number, and proposed location of mobilized
- 3 assets.
- 4 ■ Coordinate with sending states and FA-320 to adjust movement
- 5 date.
- 6 ■ Place resource orders for mobilized/prepositioned resources.
- 7 ■ Manage mobilized assets.
- 8 ○ Sending States
- 9 ■ Identify available or potentially available assets.
- 10 ■ Coordinate with local management and HR on hire/layoff dates.
- 11 ■ Ensure assets are trained and available prior to proposed
- 12 mobilization date.
- 13 ■ Coordinate with receiving states during mobilization and for
- 14 crew/resource rotations.
- 15 ● FA
- 16 ○ Provide AIP system oversight.
- 17 ○ Work with FA Budget & Evaluation to secure funding and monitor
- 18 expenditures.
- 19 ○ Brief NMAC and NICC on BLM fire suppression asset mobilization.
- 20

21 **BLM Fire Training and Workforce Development**

23 **BLM Fire Training and Workforce Development Program**

24 The BLM National Fire Training and Workforce Development Program is
25 located at NIFC and works for the BLM Chief, Preparedness/Suppression
26 Standards. The program develops the wildland firefighting workforce through
27 qualification standards, training standards, and workforce development
28 programs in support of BLM fire management.

30 ***BLM Standards for Fire Training and Workforce Development***

31 The BLM Fire Training and Workforce Development Program, in coordination
32 with the BLM Fire Operations Group and the BLM Fire Training Committee, is
33 responsible for publishing the *BLM Standards for Fire Training and Workforce*
34 *Development*. The *BLM Standards for Fire Training and Workforce*
35 *Development* provides fire and aviation training, qualifications, and workforce
36 development program management direction. This document is available at
37 http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training.html.

1 **BLM Firefighters General Non-Fire Training Requirements**

	Training Required	Initial Requirement/Frequency
Agency Permanent, Career Seasonal, & Temporary Firefighters	Safety Orientation	-Once
	Bloodborne Pathogens	-Once: Awareness level. For employees not at increased risk (e.g. non-fireline support personnel) -Annually: For employees at increased risk due to assigned duties (e.g. IHC, Helitack, SMJ, Engine Crew)
	Defensive Driving	-Prior to operating motor vehicle for official purposes. -Once every three years.
	First Aid/Cardiopulmonary Resuscitation (CPR)	-Upon initial employment. -Every 3 years or per certifying authority.
	HAZMAT - First Responder Awareness Level	-Upon initial employment. -Annually.
	Do What's Right/EEO/Diversity	-Annually.
	Training Required	Frequency
Administratively Determined (AD) and Emergency Firefighters (EFF)	Defensive Driving (If operating GOV, including rental or leased, vehicle for official purposes, prior to operating vehicle).	-Once every three years.
	First Aid/Cardiopulmonary Resuscitation (CPR)	-Upon initial employment. Every 3 years or per certifying authority. At least two persons per crew (GS or AD) shall be current and certified in First Aid/CPR.

2 For a complete listing of safety & health training - refer to *BLM Manual*
 3 *Handbook 1112-2, Safety and Health for Field Operations.*

4

5 **Driver Training for Regular Drivers of Fire Equipment**

6 All regular drivers of non-tactical water tenders, helicopter support vehicles,
 7 crew carriers, and fuel tenders must complete training that includes the
 8 instructional objectives posted at the BLM Fire Training website at:
 9 http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training.html

10

11 For the purposes of this policy, a regular driver is defined as an employee whose
 12 duties include driving fire equipment on a regular basis. This may include
 13 highway, off-road, city, mobile attack, and extreme terrain driving.

14

15

16

1 **BLM Firefighter Mandatory Physical Fitness Standards**

2 The *Wildland Fire Qualifications System Guide* (PMS 310-1) establishes
3 physical fitness standards for NWCG sanctioned firefighters. These standards
4 are assessed using the Work Capacity Tests (WCT). Prior to attempting the
5 WCT, all permanent, career-seasonal, temporary, Student Career Experience
6 Program (SCEP), and AD/EFF employees who participate in wildland fire
7 activities requiring a fitness level of arduous must participate in the DOI
8 Medical Qualification Standards Program (DOI-MSP).

9
10 Employees serving in wildland fire positions that require a fitness rating of
11 arduous as a condition of employment are authorized one hour of duty time each
12 work day for physical fitness conditioning. Employees serving in positions that
13 require a fitness rating of moderate or light may be authorized up to three hours
14 per week.

15
16 Units will maintain a fitness program that ensures BLM firefighters will possess
17 the physical ability to perform the duties of their positions safely and effectively
18 while ensuring compliance with the requirements of the Work Capacity Test
19 (WCT).

20
21 Information on the WCT and the DOI-MSP is located in Chapter 13 of this
22 publication. Fitness and conditioning information may be found at
23 www.nifc.gov/FireFit/index.htm.

24
25 **BLM Firefighter Target Physical Fitness Standards**

26 These are voluntary targets. They are not mandatory. These targets are
27 established to provide BLM firefighters a common standard against which to
28 gauge their physical fitness level. BLM firefighters are encouraged to meet or
29 exceed these standards.

30

	Age 20-29	Age 30-39	Age 40-49	Age 50 & Up
1.5 Mile Run	11:58	12:25	13:05	14:43
Sit-Ups (1 minute)	40	36	31	26
Push-Ups (1 minute)	33	27	21	15

31 The guide below may be used to adjust the 1.5 mile run times to compensate for
32 altitude differences:

Altitude in feet	1.5 mile run time adjustment
0 - 5,000	No adjustment
5,000 - 6,000	Add 30 seconds
6,000 - 7,000	Add 40 seconds
7,000 - 8,000	Add 50 seconds

33

1 BLM National Fire Operations Fitness Challenge

2 The BLM national fire operations fitness challenge encourages and recognizes
3 achievement in physical fitness by BLM firefighters. The fitness challenge
4 provides a common system by which BLM firefighters can measure current
5 fitness, establish fitness goals, and track fitness improvement. The fitness
6 challenge is voluntary, but BLM firefighters are encouraged to participate. The
7 fitness challenge tests participants in four basic exercises - push-ups, pull-ups,
8 sit-ups and a timed run of either 1.5 or 3.0 miles. Test results are compiled into
9 a final overall score. Unit and state offices are encouraged to support and
10 recognize achievement in firefighter fitness. The BLM FA Division of Fire
11 Operations will recognize high achievers annually. Specific information on the
12 fitness challenge is located in the Toolbox on the BLM Fire Operations Website.

13

14 Interagency Fire Program Management Standards

15 The BLM follows the *Interagency Fire Program Management Qualifications*
16 *Standards and Guide (IFPM Standard), January 2000*. The IFPM Standard
17 does the following:

- 18 • Establishes minimum qualifications standards for 13 key fire management
19 positions. These standards include 1) basic requirements, 2) specialized
20 experience requirements, 3) NWCG incident management qualifications, 4)
21 additional required training.
- 22 • Provides a “complexity rating for program management” table, which is
23 used to determine overall complexity of the unit level fire program. This is
24 used because qualification standards for some of the 13 identified positions
25 are tied to fire program complexity.

26

27 State and unit level fire managers should consult human resources officials and
28 apply the IFPM Standard as appropriate. IFPM information is located at
29 <http://www.ifpm.nifc.gov>

30

31 BLM Hand Crews

32

33 BLM Hand Crew Standards (all crew types)

- 34 • **Language** - CRWB and FFT1: must be able to read and interpret the
35 language of the crew as well as English.
- 36 • **Flight Weight** – 5300 pounds.
- 37 • **Personal gear** - Sufficient for 14 day assignments.
- 38 • **Physical fitness** - Arduous, all positions.
- 39 • **Required Equipment & PPE** - Fully equipped as specified in the
40 *Interagency Standards for Fire and Fire Aviation Operations*.

41

42

43

44

45

46

1 **BLM Hand Crew Standards by Type**

Crew Type	Type 1	Type 2IA ¹	Type 2	Fire Suppression Module
Crew Size	Minimum 18 Maximum 25	Minimum 18 Maximum 20	Minimum 18 ² Maximum 20	Minimum 5 Maximum 10
Leadership Qualifications	1-Supt. 1-Assist Supt 3 Squad Leaders	1 CRWB 3 ICT5	1 CRWB 3 FFT1	1 SRB/ICT5 2 FFT1 2 FALA
Incident Management Capability	Operate up to 3 independent squads w/ T4 and T5 command capability	Operate up to 3 independent squads with T5 command capability	Operate as single crew in full crew configuration	Operates as a single module w/T5 command capability
Crew Experience	80% of the crewmembers must have at least 1 season experience in fire suppression	60% of the crewmembers must have at least 1 season experience in fire suppression	20% of the crewmembers must have at least 1 season experience in fire suppression	Agency only
Crew Utilization	National Shared Resource	Local unit control	Local unit control	Local unit control
Communication	7 programmable handheld radios. 1 programmable mobile radio in each truck	4 programmable handheld radios	4 programmable handheld radios	2 programmable handheld radios
Training	40 hours annual training prior to assignment.	40 hours Basic firefighter training or once red carded; 4 hours annual fireline refresher training prior to assignment.	40 hours Basic firefighter training or once red carded; 4 hours annual fireline refresher training prior to assignment.	40 hours Basic firefighter training or once red carded; 4 hours annual fireline refresher training prior to assignment.
Logistics	Squad level agency purchasing authority	Crew level agency purchasing authority	No purchasing authority	Self-sufficient for 48 hours; purchasing authority recommended
Transportation	Own transportation	Need transportation	Need transportation	Own transportation
Works together 40 hours/week	Yes	No	No	No

2 ¹BLM Type 2IA crews will be certified by the State Fire Management Officer
3 prior to being made available for assignment.

4 ² As per the *Alaska Interagency Mobilization Guide*, for mobilization within
5 Alaska, Type 2 EFF crews will consist of 16 personnel: one crew boss, a
6 minimum of two squad bosses and the remainder to be crew members and/or
7 trainees.

8

1 **BLM Interagency Hotshot Crews**

2 BLM IHCs are comprised of 18-25 firefighters and are used primarily for
3 wildfire suppression, fuels reduction, and other fire management duties. They
4 are capable of performing self-contained initial attack suppression operations,
5 and commonly provide incident management capability at the Type 3 or 4
6 levels. BLM IHCs meet all IHC standards stated in the *Standards for*
7 *Interagency Hotshot Crew Operations*.

8

9 **BLM IHC Locations**

State	Crew	Location
AK	Chena	Fairbanks
	Midnight Sun	
CA	Diamond Mountain	Susanville
	Kern Valley	Bakersfield
CO	Craig	Craig
ID	Snake River	Pocatello
MS	Jackson	Jackson
NV	Silver State	Carson City
NV	Ruby Mountain	Elko
OR	Vale	Vale
UT	Bonneville	Salt Lake City

10

11 **BLM IHC Annual Crew Mobilization**

12 BLM IHCs will comply with the Annual Crew Pre-Mobilization Process
13 outlined in the *Standards for Interagency Hotshot Crew Operations* before
14 becoming available for assignment each spring. BLM specific direction is
15 outlined below:

- 16 • The Superintendent will complete an appendix C from the *Standards for*
17 *Interagency Hotshot Crew Operations* with their local FMO and Agency
18 Administrator.
19 • A copy of Appendix C will be sent to the BLM State Fire Management
20 Officer for approval.
21 ○ The extent of the preparedness review required every 12 months by the
22 Appendix C is at the discretion of the State Fire Management Officer,
23 local Fire Management Officer, and Superintendent.

24

25 The State Fire Management Officer will notify the appropriate Geographic Area
26 Coordination Center (GACC) of crew availability.

27

28

29

1 **BLM IHC Crew Status**

2 If a change in crew capabilities results in the inability to meet the standards
3 specified in the *National Interagency Hotshot Crew Operations Guide* or
4 *Standards for Fire and Fire Aviation Operations*, the Superintendent is required
5 to contact their local GACG and have the crew typing amended to the
6 appropriate level as listed in the BLM crew typing chart.

7

8 Re-statusing the crew back to the IHC level will use either the Annual Crew Pre-
9 Mobilization Process or the Crew Certification Process outlined in the *Standards*
10 *for Interagency Hotshot Crew Operations*. The choice of which process will be
11 at the discretion of the State Fire Management Officer, local Fire Management
12 Officer, and Superintendent.

13

14 **BLM IHC Crew Size**

15 BLM IHCs have the option of traveling with 25 personnel when on incident
16 assignments as authorized by the local unit. BLM IHC superintendents will
17 obtain prior approval from the dispatching GACC when the assignment requires
18 fixed wing transport and the crew size is greater than 20.

19

20 **BLM IHC Status Reporting System**

- 21 • BLM IHCs will report status through the BLM IHC Status Reporting
22 System.
- 23 • BLM IHC superintendents will regularly update the system by contacting
24 the Great Basin SMKJ Duty Officer with any change in crew status and/or
25 current utilization when on assignment.
- 26 • The Great Basin SMKJ Duty Officer is available 24 hours, seven days per
27 week at:
- 28 ○ 800-925-8307 (work hours)
 - 29 ○ 208-387-5426 (work hours)
 - 30 ○ 208-850-5144 (after hours)
- 31 • BLM IHC status will be posted at
32 <http://www.nifc.gov/smokejumper/reports/smjrppt.php>

33

34

35

36

37

38

39

40

41

42

43

44

45

46

1 **BLM IHC Training and Qualification Requirements**

Role	NWCG Qualification	Fire Training
Firefighter	FFT2	IS-700 <i>NIMS: An Introduction</i> I-100 <i>Intro to ICS</i> S-130 <i>Firefighter Training</i> S-190 <i>Intro to Wildland Fire Behavior</i> L-180 <i>Human Factors on the Fireline</i>
Senior Firefighter	FFT1	All the above plus: S-211 <i>Portable Pumps and Water Use</i> S-212 <i>Chain Saws</i> S-131 <i>Firefighter Type 1</i> S-133 <i>Look Up, Look Down, Look Around</i> S-270 <i>Basic Air Operations</i> S-290 <i>Intermediate Fire Behavior</i>
Squad Boss	ICT5	All the above plus: I-200 <i>Basic ICS</i> S-215 <i>Fire Ops in the WUI</i> S-230 <i>Crew Boss Single Resource</i> S-234 <i>Ignition Operations</i> S-260 <i>Incident Business Management</i> L-280 <i>Followership to Leadership</i>
Assistant Superintendent	STCR ICT4	All the above plus: IS-800B <i>NRF: An Introduction</i> I-300 <i>Intermediate ICS</i> S-200 <i>Initial Attack IC</i> S-330 <i>Task Force/Strike Team Leader</i> S-390 <i>Intro to Fire Behavior Calculations</i> L-380 <i>Fireline Leadership</i> M-410 <i>Facilitative Instructor or equivalent</i>
Superintendent	TFLD ICT4 FIRB	All the above.

2

3 **BLM Fire Suppression Modules**

4 BLM Fire Suppression Modules are comprised of 5-10 firefighters and are used
5 primarily for wildfire suppression, fuels reduction, and other fire management
6 duties. They are capable of performing self-contained initial attack suppression
7 operations, and can generally provide incident management capability at the
8 Type 5 level.

9

10 **BLM Fire Suppression Module Mobilization**

11 BLM Fire Suppression Modules will be statused, tracked, and mobilized in the
12 ROSS system, using the resource identifier “Module, Suppression”.

13

14

15

1 BLM Engines

2

3 BLM engines carry 2-6 firefighters and are used primarily for wildfire
4 suppression, fuels reduction, and other fire management duties. They are
5 capable of performing self-contained initial attack suppression operations, and
6 can generally provide single resource incident management capability up to the
7 Type 4 level.

8

9 BLM Engine Ordering

- 10 • BLM engines will status themselves with their local dispatch center in
11 accordance with local policy and procedure.
- 12 • Availability of BLM engines for off unit assignments rests with local unit
13 fire management.
- 14 • BLM units needing engines from another state for support will contact their
15 state operations lead with a request.
- 16 • The state operations lead will contact the FA Division of Operations or
17 other BLM state office operations leads with the request.

18

19 BLM Engine Typing

20 BLM engines are typed according to interagency standards as established by
21 NWCG. See chapter 14 for engine typing standards.

22

23 BLM Engine Minimum Staffing Requirements

24 All BLM engines will meet these staffing standards on every fire response.

- 25 • BLM engines operating with five or more personnel will always have a
26 fully qualified ENOP (other than the Engine Boss). The Engine Boss must
27 be qualified as ICT4.
- 28 • BLM engines operating with four personnel will always have an FFT1
29 (other than the Engine Boss). The Engine Boss must be qualified as ICT5.
- 30 • BLM Engines operating with three or fewer personnel must have an Engine
31 Boss qualified as ICT5 or higher.

32 Chase vehicles are considered part of the engine staffing.

33

34 BLM utilizes the term “Engine Captain” to describe an individual whose
35 position description reflects primary responsibility as a supervisory wildland
36 firefighter of a wildland fire engine in a BLM fire management organization.
37 “Engine Captain” is not a fireline qualification.

38

39

40

41

42

43

BLM WCF Vehicle Class	NWCG Type Class	Engine Boss	Engine Operator	Engine Crewmember
625 Unimog	4	1	1	1
626 Unimog	4	1	1	1
650 Hummer	6	1		1
662 Light	6	1		1
663 Light	6	1		1
664 Enhanced Light	6	1		1
665 Interface	3	1		2
667 Heavy Engine	3, 4	1		2
668 Super-heavy Tactical Engine	3, 4	1	1	1
668 Super-heavy Tactical Tender	2 (Tender)	1		1

1
 2 When staffing a BLM engine with an employee from another agency on a short-
 3 term basis (detail, severity assignment, etc.), the qualification standards of that
 4 agency will be accepted. These qualifications must meet PMS 310-1
 5 requirements for the position that the detailed employee is serving in. Fire
 6 management officers should consider requiring these employees to attain BLM
 7 required training and qualifications for long-term details/assignments.

8
 9 **BLM Engine Training and Qualification Requirements**
 10 BLM has established additional training and qualification requirements for
 11 Engine Operator (ENOP) and Engine Boss (ENGB). These additional
 12 requirements are listed below, and will be enforced in IQCS under the BLM Set
 13 ID on February 15, 2013. Historical recognition will be applied to BLM
 14 responders that are fully qualified as ENOP and/or ENGB prior to February 15,
 15 2013; these responders will remain qualified. BLM responders who are in
 16 trainee status for ENOP and/or ENGB on or after February 15, 2013 will meet
 17 the requirements below.

18
 19
 20
 21
 22
 23
 24
 25
 26
 27

Fireline Position	Required Training and Qualifications
Engine Crewmember	IS-700 <i>NIMS: An Introduction</i> I-100 <i>Intro to ICS</i> L-180 <i>Human Factors on the Fireline</i> S-130 <i>Firefighter Training</i> S-190 <i>Introduction to Wildland Fire Behavior</i> BL-300 <i>BLM Engine Driver Orientation (once)</i> RT-301 <i>BLM Engine Driver Refresher (Annually)</i>
Engine Operator	Qualified as FFT1 PMS- 419 <i>BLM Engine Operator Course</i> L-280 <i>Followership to Leadership</i> S-131 <i>Firefighter Type 1</i> S-133 <i>Look Up/Down/Around</i> S-211 <i>Pumps and Water Use</i> S-212 <i>Wildfire Power Saws</i> S-260 <i>Incident Business Management</i> S-290 <i>Intermediate Fire Behavior</i> RT-301 <i>BLM Engine Driver Refresher (Annually)</i>
Engine Boss	Qualified as ENOP and ICT5 I-200 <i>Basic ICS</i> S-200 <i>Initial Attack Incident Commander</i> S-215 <i>Fire Operations in the Wildland/Urban Interface</i> S-230 <i>Crew Boss (Single Resource)</i> S-290 <i>Intermediate Fire Behavior</i> RT-301 <i>BLM Engine Driver Refresher (Annually)</i>

1

2 **BLM Engine Driver Requirements**

3 For engines greater than 26,000 GVWR, the driver of the engine is required to
4 possess a commercial driver's license. Refer to Chapter 7 for more information.

5

6 WCF class 650 and 668 vehicle drivers are required to complete *WCF class 650*
7 *and 668 driver and maintenance training* (once) and RT-301 *BLM Engine*
8 *Driver Refresher* (annually). *WCF class 650 and 668 driver and maintenance*
9 *training* may be conducted at the unit/zone/state level utilizing qualified and
10 experienced 650 and 668 operators, with prior approval and oversight by the
11 NFEP. The NFEP maintains a list of qualified cadre members to assist as
12 needed. NFEP staff are available as unit instructors; the hosting unit is
13 responsible for course coordination.

14

15 All hands-on components of engine driver training courses will be conducted on
16 the specific vehicle or vehicle type that the driver will be using.

17

18 Equivalent courses that satisfy driver training requirements, such as the National
19 Safety Council sanctioned Emergency Vehicle Operator Course (EVOC), will
20 be approved in writing by the Division Chief, Fire Operations, FA on a case-by-
21 case basis.

22

1 **BLM Engine Equipment Inventory**

2 BLM engines will be stocked as per the BLM National Engine Equipment
3 Inventory found at the BLM Fire Operations Website.

4
5 **Fire Equipment Maintenance and Care Standards**

6 BLM fire equipment will be maintained to reflect the highest standards in
7 performance and appearance. Equipment will be stored in sheltered areas away
8 from environmental elements whenever possible to prevent damage to critical
9 seals, mechanical components, and the high-visibility finish.

10
11 The Fire Engine Maintenance Procedure and Record (FEMPR) will be used to
12 document periodic maintenance on all engines. Apparatus safety and
13 operational inspections will be performed at the intervals recommended by the
14 manufacturer and on a daily and post-fire basis as required. All annual
15 inspections will include a pump gpm test to ensure the pump/plumbing system is
16 operating at or above the manufacturer's minimum rating for the pump. The
17 Fire Engine Maintenance Procedure and Record (FEMPR) shall be maintained
18 and archived to record historic engine maintenance for the duration of the
19 vehicle's service life. This historical data is beneficial in determining trends,
20 repair frequency, and repair costs. The FEMPR can be found at the BLM Fire
21 Operations website.

22
23 **BLM Smokejumpers**

24
25 BLM Smokejumpers operate in teams of 2-8 firefighters and are used primarily
26 for wildfire suppression, fuels reduction, and other fire management duties.
27 They are capable of performing self-contained initial attack suppression
28 operations, and commonly provide incident management capability at the Type
29 3 level. BLM Smokejumpers provide personnel to Type 1 and Type 2 incidents
30 as command and general staff or other miscellaneous single resource. The
31 primary locations of the BLM smokejumper bases are Boise, Idaho and
32 Fairbanks, Alaska.

33
34 **BLM SMKJ Operations**

35 BLM smokejumper operational and administrative procedures are located in the
36 *Interagency Smokejumper Operations Guide (ISMOG)*, the *BLM Ram-Air*
37 *Training Manual (RATM)*, the *Great Basin Smokejumpers User Guide*, *Alaska*
38 *Geographic Area Coordination Center Mob Guide*, and other pertinent
39 agreements and operating plans.

40
41 **BLM Smokejumper Mission**

42 BLM smokejumper aircraft are dispatched with a standard load of 8
43 smokejumpers and equipment to be self-sufficient for 48 hours. A typical
44 smokejumper mission takes 30 minutes over a fire. A spotter (senior
45 smokejumper in charge of smokejumper missions) serves as the mission

1 coordinator on smokejumper missions. This may include coordinating airspace
2 over a fire until a qualified ATGS arrives.

3

4 **BLM SMKJ Coordination & Dispatch**

5 Smokejumpers are a national shared resource and are ordered according to
6 geographic area or national mobilization guides. The operational unit for
7 Smokejumpers is “one load” (8-20 smokejumpers). Specific information on the
8 coordination, dispatch, ordering, and use of BLM smokejumpers can be found in
9 the *BLM Great Basin Smokejumpers User Guide*, and in the *Alaska Geographic*
10 *Area Coordination Center Mob Guide*. Contact BLM smokejumpers in Boise at
11 (208) 387-5426 or in Alaska at (907) 356-5540 for these publications.

12

13 **BLM Ram-Air Parachute System Management**

14 The BLM has exclusive authority for all aspects of BLM Ram-Air parachute
15 system management and operations. This includes:

- 16 • System Changes and Modifications- All BLM Ram-Air parachute system
17 modifications, research, and development will be documented and approved
18 using the BLM Smokejumper Modification Document (MODOC) System.
- 19 • Ram-Air Training- All smokejumpers utilizing the BLM Ram-Air
20 Parachute system will adhere to the training processes and procedures in the
21 BLM Ram-Air Training Manual.
- 22 • Malfunction Abnormality and Reporting System (MARS)- The MARS is a
23 BLM smokejumper system used to report and document malfunctions and
24 abnormalities associated with BLM smokejumper parachute jumping,
25 parachute equipment, and parachute related aircraft operations. The MARS
26 database is used by BLM smokejumper management to analyze
27 malfunctions and abnormalities, identify trends, and initiate corrective
28 actions. BLM retains exclusive authority to apply corrective actions to all
29 MARS.
- 30 • BLM Approved Smokejumper Equipment List- All smokejumpers using the
31 BLM Ram-Air parachute system will only utilize equipment listed in the
32 BLM Approved Smokejumper Equipment List unless specific approval is
33 authorized through a BLM Smokejumper Modification Document
34 (MODOC).
- 35 • Incidents, Reviews, and Accident Investigations- BLM smokejumpers will
36 follow all procedures for accident review and investigation as outlined in
37 the Interagency Standards for Fire and Fire Aviation Operations Chapters 2
38 and 18. The BLM smokejumpers will report incidents/accidents as
39 appropriate, on the MTDC Injury Reporting Form, and the Interagency
40 Smokejumper Mission Incident Worksheet. A BLM Smokejumper subject
41 matter expert will participate in any investigation or review involving the
42 BLM Ram-Air Parachute System.
- 43 • Adherence to Agency Policies and Manuals- BLM will adhere to its own
44 policies, guidelines, manuals, handbooks and other operational documents
45 as they pertain to smokejumper parachuting operations. The Smokejumper
46 Base Managers will work through established command channels to change

Release Date: January 2013

02-43

1 BLM Ram-Air Parachute System policies, guidelines, manuals, handbooks
 2 and other operational documents, and/or to request research and
 3 development of new products.

4
 5 **BLM Smokejumper Aircraft**

6 BLM Smokejumpers use aircraft approved by the Interagency Smokejumper
 7 Aircraft Screening and Evaluation Board (SASEB). All aviation operations will
 8 be performed according to agency policies and procedures. BLM Smokejumper
 9 specific aviation standards are identified in the BLM Smokejumper Air
 10 Operations Manual.

11
 12 **BLM SMKJ Training**

13 To ensure proficiency and safety, smokejumpers complete annual training in
 14 aviation, parachuting, fire suppression, administration, and safety. Experienced
 15 jumpers receive annual refresher training in these areas. First year
 16 smokejumpers undergo a rigorous 4-5 weeks long smokejumper training
 17 program.

18
 19 Candidates are evaluated to determine:

- 20 • Level of physical fitness
- 21 • Ability to learn and perform smokejumper skills
- 22 • Ability to work as a team member
- 23 • Attitude
- 24 • Ability to think clearly and remain productive in a stressful environment

25
 26 **BLM Smokejumper Training and Qualification Targets**

Position	IQCS Target	SMKJ Training Target
Dept Managers	T1 and T2 C&G	
Spotter	ICT3, DIVS, ATGS RXB2, SOFR	
Lead Smokejumper	STLD, TFLD	Senior Rigger, FOBS
Smokejumper	ICT4, CRWB, FIRB	FEMO
Rookie Smokejumper	ICT5, FFT1	

27
 28 **BLM Smokejumper Physical Fitness Standards**

29 The national smokejumper physical fitness standards are mandatory. All BLM
 30 smokejumpers must pass the national smokejumper physical fitness standards in
 31 order to participate in smokejumper parachute training.

32
 33 The BLM smokejumper physical fitness target standards are voluntary. The
 34 target standards are established to provide BLM smokejumpers a common
 35 standard against which to gauge their physical fitness level. BLM
 36 smokejumpers are encouraged to meet or exceed these standards.

National SMKJ Standard	BLM SMKJ Target Standard
1.5 mile run in 11:00 minutes or less	(Three Options): A. 1.5 mile run in 9:30 minutes or less, or B. 3 mile run in 22:30 minutes or less, or C. 1.5 mile run in 11:00 minutes or less in combination with backpacking a 90-pound load for three miles in less than 45 minutes.
45 sit-ups	60 sit-ups
25 push-ups	35 push-ups
7 pull-ups	10 pull-ups
Smokejumpers must pass a work performance standard for backpacking a 110 pound load three miles in less than 90 minutes*	Smokejumpers must pass a work performance standard for backpacking a 110 pound load three miles in less than 90 minutes*

1 *This element is tested during Smokejumper Rookie Training.

2

3 Retesting

4 National smokejumper physical fitness retesting criteria closely follows similar
5 criteria for the Work Capacity Test stated in chapter 13 of this document.

6

7 Retesting criteria include:

- 8 • Returning BLM smokejumpers will be provided up to three opportunities to
9 pass the national smokejumper physical fitness standards. Each retest will
10 occur no sooner than 24 hours after failing the previous test, and will
11 consist of **all** elements of the smokejumper physical fitness test.
- 12 • BLM smokejumper candidates will be provided one opportunity to pass the
13 national smokejumper physical fitness standards.
- 14 • If an employee sustains an injury (verified by a licensed medical provider)
15 during a test, the test will not count as an attempt. Once an injured
16 employee has been released for full duty, the employee will be given time
17 to prepare for the test (not to exceed 4 weeks).

18

19 **BLM Exclusive Use Helitack Crews**

20

21 The BLM contracts for the exclusive use of vendor supplied and supported
22 helicopters. These aviation resources are Type 2 (Medium) or Type 3 (light)
23 helicopters and are located at BLM Districts throughout the western United
24 States. Helitack Crews are assigned to manage each contracted helicopter and
25 perform suppression and support operations to accomplish fire and resource
26 management objectives.

27

1 Each contract specifies a Mandatory Availability Period (MAP) that the aircraft
 2 will be assigned for the exclusive use of the BLM. The National Aviation
 3 Office provides the funding to pay for the aircraft's availability costs.
 4
 5 The BLM host unit is responsible for providing a Helitack Crew that meets the
 6 minimum experience and qualification requirements specified in the Exclusive
 7 Use Fire Helicopter Position Prerequisites in Chapter 16 of this document. Each
 8 functional or supervisory level must have met the experience and qualification
 9 requirements of the next lower functional level. The minimum daily staffing
 10 level (7 day staffing) must meet the level indicated in the *Interagency Helicopter*
 11 *Operations Guide (IHOG)* Chapter 2, Chart 2-4. The host unit is also
 12 responsible for providing administrative support, and *Interagency Helicopter*
 13 *Operations Guide (IHOG)* specified equipment, vehicles, and facilities for their
 14 Helitack Crews and any other associated specialized equipment.
 15
 16 The following chart indicates **target** IQCS qualifications for BLM exclusive use
 17 helitack crews. These targets are NOT required, but provide direction for
 18 increased program capabilities. This chart does not replace the minimum
 19 requirements specified in chapter 16.

20
 21 **Target (Desired) Exclusive Use Helitack Crew Qualifications &**
 22 **Composition**

Role	Target IQCS Qualifications	Target Training
Fire Helicopter Crew Supervisor	ICT3 or DIVS, HEB1, PLDO, HLCO, ASGS	S-300 or S-339, S-378, L-381, S-375
Assistant Fire Helicopter Crew Supervisor	TFLD, HEB2, PLDO	S-215, S-330, S-390, S-371, L-380
Fire Helicopter Squad Boss	ICT4, HMGB	S-200, S-230, S-290, M-410, S-230
Helicopter Senior Crew Member	ICT5, HMGB(T)	S-372, L-280
Helicopter Crew Member	FFT1, HECM	S-131, S-133

23
 24 **Sage Grouse Conservation Related to Wildland Fire and Fuels**
 25 **Management**

26
 27 The Gunnison sage-grouse and greater sage-grouse have been designated as
 28 sensitive species by the Bureau. These sensitive species are managed to
 29 promote their conservation and to minimize the need for listing under the
 30 Endangered Species Act in accordance with the BLM's special status species
 31 policy (BLM Manual 6840). Fire and fuels management functions will
 32 contribute to this conservation through planning, utilization of sage-grouse maps
 33 and data, and applying best management practices. While protecting sage-

1 grouse habitats and populations is critical, firefighter and public safety remain
2 our highest priorities.

3

4 **Wildland Fire Operations**

5 The BLM will strive to maintain a high initial attack success rate while being
6 cognizant of sage-grouse habitats by:

- 7 • Utilizing available maps and spatial data depicting sage-grouse habitats
8 during suppression activities;
- 9 • Using predictive services to prioritize and preposition firefighting resources
10 in critical habitat areas;
- 11 • Improving firefighter awareness of the importance of sagebrush habitat;
- 12 • Continuing the use of resource advisors familiar with local sage-grouse
13 habitat and management practices during initial and extended attack;
- 14 • Emphasizing habitat conservation during resource allocation decisions; and
- 15 • Applying local, state, and national-level best management practices.

16

17 **Fuels Management**

18 The fuels treatment planning process will use objectives from land use and fire
19 management plans as a framework for project design, treatment location, and
20 documentation. Fire program managers will utilize local toolboxes, annual
21 national Instruction Memoranda and apply state and national-level best
22 management practices to identify, enhance, and conserve sage-grouse habitats.
23 States may elect to issue detailed criteria regarding patch sizes, cover
24 requirements, or other habitat parameters in fuels project design.

25

26 Fire and fuels management best management practices for sage-grouse
27 conservation can be located at the BLM Fire Planning and Fuels Management
28 website at <http://web.blm.gov/internal/fire/fpfm/sg/index.html>

29

30 **BLM Use of WFDSS**

31

32 In addition to WFDSS guidance in Chapter 11, the BLM has established the
33 following additional policy requirements for the WFDSS:

- 34 • Input of initial attack fires into the WFDSS is optional. All fires which
35 escape initial attack or are being managed for multiple objectives will be
36 input into the WFDSS and a decision will be published.
- 37 • Use of the web-based WFDSS application is required. If internet
38 connections or servers are unavailable, WFDSS documentation will be
39 completed using the “temporary WFDSS paper form” and entered into the
40 web-based application as soon as it becomes available.
- 41 • Minimum WFDSS documentation requirements are available at the BLM
42 Fire Operations Website.
- 43 • State and field units will ensure that WFDSS Strategic Objectives and
44 Management Requirements reflect guidance contained in current Fire
45 Management Plans and Land/Resource Management Plans.

- 1 • BLM Agency Administrators must meet fire training requirements for
2 Agency Administrators, as specified in Chapter 2 of the Red Book.
 - 3 • BLM Agency Administrators will maintain WFDSS user profiles, allowing
4 them to approve wildfire decisions documented in WFDSS.
 - 5 • BLM approvers of wildfire decisions documented in WFDSS are displayed
6 in the Department of the Interior (DOI) WFDSS Approval Requirements
7 Table in Chapter 11 of the Red Book.
 - 8 • Wildfire decisions, documented in WFDSS and approved by BLM Agency
9 Administrators, constitute awareness of estimated fire costs to date. This
10 cost, shown in the WFDSS Course of Action, will be developed from
11 sources such as I-Suite, ICS209 summaries, finance units within incident
12 management teams, estimation spreadsheets, or other sources.
 - 13 • In December 2012 the BLM updated, through amendment of *MS-1203*
14 *Delegation of Authority*, the approval authorities for wildfire decisions and
15 cost thresholds. To facilitate effective wildfire management, *MS-1203* has
16 been amended to delegate authority to local managers to approve all
17 wildfire decisions regardless of cost thresholds. BLM District/Field
18 Managers will approve wildfire decisions for fires which:
 - 19 ○ Escape initial attack;
 - 20 ○ Are managed for multiple objectives; or
 - 21 ○ Exhibit high complexity due to one or more of the following: values at
22 risk, potential for growth, potential duration, or other factors requiring
23 Agency Administrator awareness.
 - 24 • The BLM DM/FM is responsible for approval of wildfire decisions on
25 BLM-managed lands in Alaska.
 - 26 • To ensure awareness of suppression expenditures at all levels, local agency
27 administrators will provide written notification to state directors or the
28 bureau director as cost thresholds (Red Book, Chapter 11) are approached
29 or reached.
 - 30 • As approvers of WFDSS decisions, Agency Administrators will ensure that
31 periodic assessments are completed until the fire is declared out.
32
- 33 **Wildfire Decision Approval Process in Alaska for Non-BLM Lands:**
- 34 • In Department Manual 620 Chapter 2, BLM is delegated the responsibility
35 to provide cost-effective wildland fire suppression services on DOI-
36 managed and Alaska Native lands. In this direction, BLM-Alaska Fire
37 Service (AFS) participates in the wildfire decision approval process for fires
38 on those lands.
 - 39 • The AFS Manager and AFS Fire Management Officers serve as agency
40 administrators for approving wildfire decisions documented in WFDSS.
 - 41 • In addition to the Jurisdictional Agency Administrator, AFS Fire
42 Management Officers serve as agency administrators for fires less than \$5
43 million.
 - 44 • In addition to the Jurisdictional Agency Administrator, the AFS Manager
45 serves as an agency administrator for fires \$5 million and greater.

- 1 • To ensure awareness of suppression expenditures at all levels, the AFS
- 2 Manager will provide written notification to the state director or the bureau
- 3 director as cost thresholds (Red Book, Chapter 11) are approached or
- 4 reached.