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Chapter 03

National Park Service Program Organization & Responsibilities

Agency Administrator Roles

Director

The Director of the National Park Service is responsible to the Secretary of the Interior for fire management programs on public lands administered by the National Park Service. The Division of Fire and Fire Aviation Management is responsible to the Director for policy formulation and program oversight.

The Chief, Division of Fire and Aviation Management will meet the required elements outlined in the *Management Performance Requirements for Fire Operations*.

Regional Director

The Regional Director is responsible to the Director for fire management programs and activities within their region.

The Regional Director will meet the required elements outlined in the *Management Performance Requirements for Fire Operations* and ensure training is completed to support delegations to line managers and principal actings.

Park Superintendent

The Park Superintendent is responsible to the Regional Director for the safe and efficient implementation of fire management activities within their unit, including cooperative activities with other agencies or landowners in accordance with delegations of authorities. The Park Superintendent or principal acting will meet the required elements outlined in the *Management Performance Requirements for Fire Operations*.

Agency Administrator Management Performance Requirements for Fire Operations

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
1. Take necessary and prudent actions to ensure firefighter and public safety.	X	X	X
2. Ensure sufficient qualified fire and non-fire personnel are available to support fire operations at a level commensurate with the local and national fire situations.	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
3. Ensure Fire Management Officers (FMOs) are fully qualified as identified in the <i>Interagency Fire Program Management Qualification Standards</i> .	X	X	X
4. Provide a written Delegation of Authority (DOA) to individual(s) responsible for wildland fire management activities to ensure an adequate level of operational authority, including Multiagency Command (MAC) Group authority, as appropriate. Depending on park organizational structure, written delegations may be provided to the Chief Ranger, Natural Resource Specialist, FMO, designated Fire Coordinator, Park Group FMO, or to individuals from neighboring fire management organizations, provided a written agreement or memorandum of understanding is in-place. Where applicable, an Inter-park Agreement that specifies the reciprocal responsibilities of the Superintendent and Park Group FMO will be prepared. This Inter-park Agreement will be accompanied by an annual delegation of authority. Both the DOA and Inter-Park Agreement will remain valid until rescinded by either party, updates are needed, or personnel changes necessitate a revision and update.	X	X	X
5. Ensure applicable park resource management objectives are included in Fire Management Plan (FMP). Ensure FMP is annually reviewed and valid. Copies of the park's signed annual FMP Review and Update template (RM-18, Chapter 4, Exhibit 2) or packet, will be sent to the Regional FMO and to the FMPC in Boise.			X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
6. Review and approve wildland fire preparedness funding based on and accurate and defensible readiness analysis. Review and approve fuels management funding requests.	X	X	X
7. Develop fire management standards and constraints that are in compliance with agency fire policies.		X	X
8. Ensure use of fire funds is in compliance with Department and Agency policies.	X	X	X
9. Management teams will meet once a year to review fire and aviation policies, roles, responsibilities and delegations of authority. Specifically address oversight and management controls, critical safety issues and high-risk situations such as team transfers of command, periods of multiple fire activity and Red Flag Warnings.	X	X	X
10. Review safety policies, procedures and concerns with field fire and fire aviation personnel. Discussions should include issues that could compromise safety and effectiveness during the upcoming season.			X
11. Ensure timely follow-up actions to program reviews, fire preparedness reviews, fire and fire aviation safety reviews, fire critiques and post-season reviews.	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
12. Ensure fire and fire aviation preparedness reviews are conducted in all units each year. Parks must complete checklists applicable to their specific program scope and complexity and include appropriate program elements, such as prescribed fire. A summary of the preparedness review findings including standards exceeded or needing improvement will be submitted to the Regional FMO before the fire season.		X	X
13. Ensure an approved burn plan is followed for each prescribed fire project, including technical review and Go/No Go checklists are completed, follow-up monitoring and documentation to ensure management objectives are met.		X	X
14. Meet annually with major cooperators and review interagency agreements to ensure their continued effectiveness and efficiency (may be delegated).		X	X
15. Ensure post fire reviews are conducted on all fires that escape initial attack or are managed as long term incidents. Participate in all reviews that require management by any type of Incident Management Team (Regional Director may delegate).		X	X
16. Provide management oversight by personally visiting wildland and prescribed fires each year.			X
17. Provide incident management objectives, written delegations of authority and Agency Administrator briefings to Incident Management Teams.			X
18. Monitor wildfire potential and provide oversight during periods of critical fire activity/situations.	X	X	X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
19. Evaluate the need for resource advisors for all fires and assign as appropriate.			X
20. Convene and participate in annual pre- and post-season fire meetings.	X	X	X
21. Attend <i>Fire Management Leadership Course</i> .		X	X
22. Ensure appropriate investigations are conducted for incidents, entrapments and serious accidents.	X	X	X
23. For all unplanned human-caused fires where liability can be determined, ensure actions are initiated to recover cost of suppression activities, land rehabilitation and damages to the resource and improvements.		X	X
24. Ensure that the appropriate level response plan is completed and approved for all fires according to determined cost and complexity.	X	X	X
25. Ensure there is adequate direction in fire management plans to identify fire danger awareness with escalating fire potential.			X
26. Ensure compliance with National and Regional Office policy and direction for prescribed fire activities and ensure that periodic reviews and inspections of the prescribed fire program are completed.	X	X	X
27. Review prescribed fire plans and recommend or approve the plans depending upon the delegated authority. Ensure that the prescribed fire plan has been reviewed and recommended by a qualified technical reviewer who was not involved in the plan preparation.			X

PERFORMANCE REQUIRED	NPS Director	Regional Director	Park Supt
28. At National Preparedness Level 4 and 5, approve the initiation or continuation of prescribed fire applications based on an assessment of risk, impacts of the proposed actions on area resources and activities and include feedback from the Geographic Area Multi-Agency Coordinating Group.		X	

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2 **Fire Management Staff Roles**

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4 **National Office**

5 The Chief, Division of Fire and Aviation (FAM Chief), NPS-NIFC, is
6 responsible and accountable for developing policy, program direction and
7 international coordination. The FAM Chief, along with the Branch Chiefs for
8 Wildland Fire and Aviation, work with interagency cooperators to coordinate,
9 reduce duplication, increase efficiencies in wildland fire management and
10 aviation, and provide feedback to regional offices on performance requirements.

11

12 **Regional Office**

13 The Regional Fire Management Officer (RFMO) provides leadership for their
14 fire and fire aviation management program. The RFMO is responsible and
15 accountable for providing planning, coordination, training, technical guidance
16 and oversight to the park fire management programs. The RFMO also represents
17 the Regional Director on interagency geographic coordination groups and Multi-
18 Agency Coordination (MAC) Groups. The RFMO provides feedback to units
19 on performance requirements.

20

21 **Park**

22 The Fire Management Officer (FMO) is responsible and accountable for
23 providing leadership for fire and fire aviation management programs at the local
24 level. The FMO determines program requirements to implement land use
25 decisions through the Fire Management Plan (FMP) to meet land management
26 objectives. The FMO negotiates interagency agreements and represents the
27 Agency Administrator on local interagency fire and fire aviation groups.

28

29 The Superintendent annually shall provide and update the expectations of the
30 FMO duties by means of two instruments. One is a limited Delegation of
31 Authority (DOA) that encompasses the scope of duties outlined above. The
32 other is an Inter-park Agreement for those cases where a Park Group FMO
33 handles defined duties on behalf of another NPS unit within the defined Park
34 Group.

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3**Fire Management Staff Performance Requirements for Fire Operations**

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
1. Maintain safety first as the foundation for all aspects of fire and fire aviation management.	X	X	X
2. Ensure completion of a job hazard analysis (JHA) for fire and fire aviation activities so mitigation measures are taken to reduce risk.			X
3. Ensure work/rest and length of assignment guidelines are followed during all fire and fire aviation activities. Deviations must be approved and documented.	X	X	X
4. Ensure that only trained and qualified personnel are assigned to fire and fire aviation duties.	X	X	X
5. Develop, implement, evaluate and document fire and fire aviation training programs to meet current and anticipated needs.	X	X	X
6. Establish an effective process to gather, evaluate and communicate information to managers, supervisors and employees. Ensure clear and concise communications are maintained at all levels.	X	X	X
7. Develop and maintain an open line of communication with the public and cooperators.	X	X	X
8. Ensure that the fire and fire aviation management staff understand their role, responsibilities, authority and accountability.	X	X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
9. Organize, train, equip and direct a qualified work force. Establish "red card" certification/qualification process at the local level. Individual Development Plans (IDP) should be developed for all employees, but special emphasis must be on employees that do not meet standards.	X	X	X
10. Ensure fire and fire aviation policies are understood, followed and coordinated with other agencies as appropriate.	X	X	X
11. Recognize when complexity levels exceed program capabilities. Increase managerial and operational resources to meet the need.	X	X	X
12. Initiate, conduct and participate in fire management related reviews and investigations, including converted and prescribed fires.	X	X	X
13. Provide for and personally participate in periodic site visits to individual incidents and projects.	X	X	X
14. Utilize the incident complexity analysis to ensure the proper level of management is assigned to all incidents.		X	X
15. Review and evaluate performance of the fire management organization and take appropriate actions.	X	X	X
16. Ensure incoming personnel and crews are briefed prior to fire and fire aviation assignments.		X	X
17. Ensure an appropriate level response plan is completed and approved for all fires according to policy.		X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
18. Monitor fire season severity predictions, fire behavior and fire activity levels. Take appropriate actions to ensure safe, efficient and effective operations.	X	X	X
19. Provide fire personnel with adequate guidance and decision-making authority to ensure timely decisions.		X	X
20. Ensure a written/approved burn plan exists for each prescribed fire project.			X
21. Ensure effective transfer of command of incident management occurs and oversight is in place.	X	X	X
22. Develop and maintain agreements, annual operating plans and contracts on an interagency basis to increase effectiveness and efficiencies.	X	X	X
23. Provide the expertise and skills to fully integrate fire and fire aviation management into interdisciplinary planning efforts.	X	X	X
24. Work with cooperators to identify processes and procedures for providing fire safe communities.	X	X	X
25. Develop, maintain and annually evaluate the FMP to ensure accuracy and validity.		X	X
26. Ensure budget requests and allocations reflect analyzed anticipated workload.	X	X	X
27. Develop and maintain current operational plans, e.g., dispatch, pre-attack, prevention.	X	X	X
28. Ensure that reports and records are properly completed and maintained.	X	X	X
29. Ensure fiscal responsibility and accountability in planning and expenditures.	X	X	X

PERFORMANCE REQUIRED	FAM CHIEF	RFMO	FMO
30. Assess, identify and implement program actions that effectively reduce unwanted wildland fire ignitions and mitigate risks to life, property and resources. Utilize safe, effective and efficient management.		X	X
31. Effectively communicate the “natural role” of wildland fire to internal and external agency audiences.	X	X	X
32. Complete trespass actions when unplanned human-caused ignitions occur.		X	X
33. Ensure compliance with National and Regional policy and direction for prescribed fire activities and ensure that periodic reviews and inspections of the prescribed fire program are completed.	X	X	X

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2 **Requirements for Fire Management Positions**

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4 All NPS employees assigned dedicated fire management program
5 responsibilities at the park, regional or national level shall meet established
6 interagency and NPS competencies (knowledge, skills and abilities) and
7 associated qualifications.

8

9 All NPS employees assigned to wildland fire management incidents will meet
10 the training and qualification standards set by the National Wildfire
11 Coordinating Group.

12

13 The National Incident Management System (NIMS) training requirements for
14 employees that participate in emergency response operations or support are
15 outlined in the DOI Emergency Management Policy Guidance Bulletin 2007-1.
16 This includes, but is not limited to, responses under the National Response
17 Framework (NRF). All employees engaged in emergency related work,
18 including temporary or administratively determined emergency hires, must
19 complete this training.

20

21 Refer to Chapter 13 of the *Interagency Standards for Fire and Fire Aviation*
22 *Operations* for specific requirements.

23

1 All wildland fires will be managed by an individual qualified and certified at the
 2 command level appropriate to the complexity level of the incident.
 3
 4 The qualification standards identified in the *Interagency Fire Program*
 5 *Management Qualifications Standards* will be required, in conjunction with
 6 specific agency requirements, when filling vacant fire program positions and as
 7 an aid in developing Individual Development Plans (IDPs) for employees.

8
 9 **Training**

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 11 **Training for Park Superintendents**

12 The following training is required for park superintendents.

- 13 • Fire Management Leadership

14
 15 The national course is the preferred alternative to the regionally-sponsored
 16 course. The training should be completed within two years of appointment to a
 17 designated management position.

18
 19 **Training for Fire Management Officers**

20 The following training is required for fire management officers.

- 21 • Refer to the Interagency Fire Program Management (IFPM) Standards and
 22 Qualifications required coursework per fire program complexity level.
- 23 • M-3 Aviation Management for Supervisors (every 3 years).

24
 25 **NPS Firefighters General Training Requirements**

	One-Time Training	Recurring Training	Annual Training
All Firefighters	Hazardous Materials-First Responder Awareness Level Aviation B3:Helicopter/Airplane Safety-classroom	First Aid/CPR, every 2 years. Defensive Driving every 3 years. Aviation B3 (on-line), every three years.	RT-130 Annual Fireline Safety Training EEO, Discrimination & Whistleblowing in the Workplace (on-line) HazMat Refresher (on-line) Blood borne Pathogen (on-line)

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1 Structural Fire and Hazardous Materials Response

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**3 Structural Fire Response Requirements (Including Vehicle, Trash and
4 Dumpster Fires)**

5 Structural fire suppression is a functional responsibility in many NPS units. Any
6 structural fire response shall only be by personnel who have received the
7 required training and are properly equipped.

8

9 Vehicle, trash and dumpster fires contain a high level of toxic emissions and
10 must be treated with the same caution that structural fires are treated.

11 Firefighters must be outfitted with NFPA compliant structural fire personnel
12 protective clothing, including self-contained breathing apparatus. Situations
13 exist during the incipient phase of a vehicle fire where the fire can be quickly
14 suppressed with the discharge of a handheld fire extinguisher. Discharging a
15 handheld fire extinguisher during this phase of the fire will normally be
16 considered an appropriate action. If the fire has gone beyond the incipient stage,
17 employees are to protect the scene and request the appropriate suppression
18 resources.

19

20 In order to protect the health and safety of National Park Service personnel, no
21 employee shall be directed, or dispatched (including self-dispatching) to the
22 suppression of structural fires, including vehicle fires, unless they are provided
23 with the required personnel protective equipment, firefighting equipment and
24 training. All employees must meet or exceed the standards and regulations
25 identified in Director's Order and Reference Manual #58, Structural Fire.

26

**27 Training Requirements for Firefighters Responding to Structural Fires
28 (Including Vehicle Fires)**

29 All wildland firefighters who respond to structural fires will meet the training
30 requirements identified in Director's Order and Reference Manual #58,
31 Structural Fire.

32

**33 Medical Examination Requirements for Firefighters Responding to
34 Structural Fires (Including Vehicle Fires)**

35 All wildland firefighters who respond to structural fires will meet the medical
36 requirements identified in Director's Order and Reference Manual #58,
37 Structural Fire.

38

**39 Physical Fitness for Wildland Firefighters Responding to Structural Fires
40 (Including Vehicle Fires)**

41 The physical fitness requirements are the same as for wildland fire arduous duty.

42

43 Hazardous Materials Response

44 Hazardous material response or control is not a functional responsibility of
45 wildland fire suppression resources. These incidents have tremendous potential

1 to cause significant health and life safety issues. In order to protect the health
2 and safety of NPS personnel, no employee shall be directed, or dispatched
3 (including self dispatching) to an incident involving hazardous materials unless
4 they are provided with the required personnel protective equipment and the
5 appropriate certification level. NPS personnel on incidents involving hazardous
6 material will limit their actions to those emergency services necessary for the
7 immediate protection of themselves and the public and the prompt notification
8 of appropriate public safety agencies. All wildland firefighters who are likely to
9 witness or discover hazardous substances are required to complete the agency's
10 First Responder Awareness (Level I) program, requiring 4-8 hours of initial
11 training and an additional 4 hours of refresher training annually.

12 **Delegation of Authority**

13 **Delegation for Regional Fire Management Officers**

14 In order to effectively perform their duties, the RFMO must have certain
15 authorities delegated from the Regional Director. The delegation of authority
16 should include the following roles and responsibilities:

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

33 **NPS Duty Officer (DO)**

34 All Fire Management Officers are responsible to provide DO coverage during
35 any period of predicted incident activities. DO's responsibilities may be
36 performed by any individual with a signed Delegation of Authority from the
37 local agency administrator. The required duties for all DOs are:

- 38 • Monitor unit incident activities for compliance with NPS safety policies.
- 39 • Coordinate and set priorities for unit suppression actions and resource
40 allocation.
- 41 • Keep agency administrators, suppression resources and Information
42 Officers informed of the current and expected situation.

- 1 • Plan for and implement actions required for future needs.
- 2 • Document all decisions and actions.
- 3
- 4 DOs will provide operational oversight of these requirements as well as any
- 5 specific duties assigned by fire managers through the fire operating plan. DOs
- 6 will not fill any ICS incident command functions connected to any incident. In
- 7 the event that the DO is required to accept an incident assignment, the FMO will
- 8 ensure that another authorized DO is in place prior to the departure of the
- 9 outgoing DO.

10

11 **Capital Equipment Committee**

12

13 The NPS Capital Equipment Committee meets twice yearly to identify
14 equipment problems, needs, priorities and NPS standards for all wildland fire
15 vehicles (WCF and non-WCF). This committee is comprised of engine foremen
16 (captains), fire management officers and representation from the wildland fire
17 modules. The permanent chairperson is the Fire Equipment and Facilities
18 Specialist at the Fire Management Program Center.

19

20 **Vehicle Color and Marking**

21 Vehicles dedicated to wildland fire activities shall be white in color and have a
22 single four-inch wide red reflective stripe placed according to NFPA 1906
23 (NFPA 1906 7-6.2 1995 8.8.3, 2006 edition). The word "FIRE" red with white
24 background color will be centered on the front fenders. "FIRE" will be placed
25 on the front and rear of the vehicle. The NPS Arrowhead will be placed on the
26 front doors. The size and placement of the arrowhead will be as specified in
27 RM-9. An identifier will be placed on the vehicle according to local zone or
28 GACC directions. Roof numbers will be placed according to local zone
29 procedures.

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1 **Engine Staffing Standards**

2 If no ENGB is assigned, then the apparatus is designated as a Patrol or
 3 Prevention vehicle, not as an Engine.

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Engine Type	Target †Daily Staffing	WCF Mandatory Staffing During Defined Season	Minimum 410-1 Standards	Min Quals, out-of-park Response	Min Quals, In-park Response
3	5*	4*	3	ENGB, 2-FFT2	ENGB, 2-FFT2
4	5*	4*	2	ENGB, 2-FFT2	ENGB, FFT2
5	5*	4*	2	ENGB, 2-FFT2	ENGB, FFT2
6	3	3	2	ENGB, 2-FFT2	ENOP**, FFT2
7	3	2	2	ENGB, FFT2	See Below ***

5 † When staturesd available for off-park assignments

6 * Engines staffed with more than 3 will always have a qualified engine operator
 7 (ENOP) in addition to an ENGB

8 ** ENOP must also be qualified as ICT5

9 *** Determined by Park Superintendent and/or FMO, minimum FFT2

10

11 ENOP is an agency specific qualification. To add this position to an employee
 12 in IQCS, use the NPS00 SetID.

13

14 NPS ENOP Prerequisites: FFT1, L-280, RT130, FITCAT, ENOP PTB

15 ENOP PTB can be found at: <http://www.nwcg.gov/pms/taskbook/taskbook.htm>

16

17 **Lights and Siren Response**

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19 Responding to National Park Service (NPS) wildland fire incidents normally
 20 does not warrant the use of emergency lights and siren to safely and effectively
 21 perform the NPS mission. However, there may be rare or extenuating
 22 circumstances when limited use of lights and siren is appropriate and necessary
 23 due to an immediate threat to life.

24

25 Those units that determine a lights-and-siren response is necessary to meet
 26 mission requirements must develop an operating plan that ensures the following:

27

28 1. All vehicles (command, engines, etc.) will be properly marked, equipped and
 29 operated in accordance with state statutes, codes, permits and NPS requirements.

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

18 **Working Capital Fund**

19 Most wildland fire vehicles are funded and managed under the Working Capital
20 Fund (WCF) Fire Equipment Program through the Fire Management Program
21 Center. The working capital funding for the program is administered through an
22 interagency agreement with the BLM. The NPS's WCF fire equipment program
23 acquires specialized equipment including: engines, crew carriers, support
24 vehicles and water tenders to meet the NPS's fire program requirements.
25 Specialized fire equipment design and specifications are developed through the
26 analysis of identified needs and survey of new technologies. Acquisition of units
27 is done through contracting with vendors identified on GSA contracts.

28 **Fire Equipment Development**

29
30 The Fire Equipment and Facilities Specialist, located at NIFC, is responsible for
31 ordering, receiving, inspection and distribution of new fire equipment.

32 **Upgrades and Accessories**

33
34 For equipment funded through the WCF, options added by parks that are not
35 part of the current agency standard (e.g. supplemental lighting, winches, special
36 paint, radios, etc.) are considered add-on items and are not funded with WCF
37 funds. The cost of the modifications and optional equipment is the
38 responsibility of the regional or local office. It is the responsibility of the Fire
39 Equipment and Facilities Specialist to ensure that add-on equipment is safely
40 and professionally installed and that it does not compromise the designated
41 function, safety, or weight limits of the equipment/vehicle. Park units are not
42 permitted to add options to WCF vehicles without prior authorization from the
43 Fire Equipment and Facilities Specialist.

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1 Travel on FMPC Funds

2 Travel using FMPC funding is allowed for Fire Management Program Center
3 and Accounting Operation Center staff attending pre-work conferences, serving
4 as contracting officers or project inspectors on fire equipment related contracts.
5 The FMPC will not provide travel funding for park personnel to transport new
6 specialized fire vehicles back to their respective parks. Ideally the retrieval of
7 new vehicles should be done by park fire individuals so they can obtain a
8 thorough briefing of the operational features of the vehicle by the manufacturer.

10 Vehicle Repairs and Maintenance

11 The cost of all vehicle repairs and maintenance is the responsibility of the
12 individual parks unless the damage is directly attributable to operations on a
13 wildfire. In that case, with approval from the IC, the damages may be paid for
14 under the fire's suppression account. Daily preventative maintenance checks,
15 regular servicing and prompt repairs are critical to providing mission readiness,
16 performance and safe operation. Wildland fire vehicles that are not
17 operationally sound or have safety deficiencies must not be put into service. In
18 addition, vehicles that suffer from mechanical or safety issues while enroute or
19 on assignment must be taken out of service at the earliest opportunity in which it
20 is safe to do so and must not be put back into service until corrective action can
21 be completed.

23 Fixed Ownership Rates (FORs)

24 FORs are fees that are paid into the WCF annually for each vehicle in the
25 program. These fees continue to accumulate over the life of a vehicle and are
26 used to replace each vehicle at the end of its life cycle. The FOR is adjusted
27 annually by the WCF manager to reflect changes in replacement costs due to
28 inflation and/or changes in standards.

30 Property Transfer/Replacement

31 Surplus vehicles originally purchased through the WCF will be excessed
32 through a defined process with funds generated from the sale returned to the
33 BLM Working Capital Fund Program. To initiate disposal of surplus vehicles, a
34 SF-126 form will be submitted to the NPS Fire Equipment and Facilities
35 Specialist (FEFS) upon receipt of new vehicle. After review, the FEFS will ask
36 the Capital Equipment Committee to determine if there is priority placement
37 needed for the surplus unit within the NPS and the Park unit's cooperators. If
38 so, a fair market value will be established and the receiving park unit or
39 cooperator will reimburse the WCF for that amount. If there is no identified
40 need or interest within the NPS or cooperator community, the SF-126 form will
41 be transferred to BLM. The BLM will manage the disposal of all surplus
42 WCF equipment. Sale proceeds from excessed fire vehicles are returned back
43 into the WCF. Parks should not excess WCF fire equipment through normal
44 GSA channels. Vehicles not purchased through the WCF should be disposed of
45 per current NPS property disposal procedures.

46

1 **Fitness Equipment and Facilities**

2

3 DO/RM-57 Occupational Medical Standards, Health and Fitness defines the
4 minimum equipment needed to meet physical fitness goals. The following
5 guidance will be used to specifically determine fire funding expenditures for
6 equipment purchase:

7

- 8 • The fire funding expenditure will represent the percentage of arduously-
9 rated fitness participants in a park. For example, park XX may have 20
10 total arduously-rated fitness participants in its health and fitness program,
11 five of whom are wildland firefighters. Fire funding would pay 25 percent
12 of the cost of equipment purchase.
- 13 • Where all of a park's mandatory fitness participants are wildland
14 firefighters; fire will fund up to a maximum of \$1,200 per park per year for
15 equipment purchase. The Regional Fire Management Officer's approval is
16 required for purchases in excess of that amount.
- 17 • Health club costs must be borne by park management for mandatory fitness
18 participants. However, in-park exercise facility development is the
19 preferred option. Where this is not possible, health club costs, not to exceed
20 \$360 per year, may be paid from fire funds for each wildland firefighter
21 mandatory program participant. Approval from the regional fire
22 management officer is required for annual fees that exceed \$360.

23

24 **Firefighter Target Physical Fitness Standards**

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

	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

29 The guide below may be used to adjust the 1.5 mile run times to compensate for
30 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

31

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1 **National Fire Operations Fitness Challenge**

2 The national fire operations fitness challenge encourages and recognizes
3 achievement in physical fitness by NPS firefighters. The fitness challenge
4 provides a common system by which NPS firefighters can measure current
5 fitness, establish fitness goals and track fitness improvement. The fitness
6 challenge is voluntary, but NPS 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 1.5 miles. Test results are compiled into a final
9 overall score. Unit and Regional offices are encouraged to support and
10 recognize achievement in firefighter fitness. Specific information on the fitness
11 challenge is located at
12 www.blm.gov/nifc/st/en/prog/fire/fireops/fitness_challenge.html.

14 **Wildland Fire Uniform Standards**

15
16 The Service-wide Uniform Program Guideline (DO-43) sets forth the
17 servicewide policies and associated legal mandates for wearing the NPS uniform
18 and for authorizing allowances to employees.

19
20 The guideline states that superintendents administer the uniform program within
21 their areas and are responsible for developing and communicating local uniform
22 and appearance standards in accordance with DO-43, determining who will wear
23 the uniform and what uniform will be worn and enforcing uniform and
24 appearance standards. Three options exist for uniforms for wildland fire
25 personnel:

- 26 • Within the context of the uniform standards, if the conventional NPS
27 uniform is identified at the local level as required for specified fire
28 management staff, fire program management funds may be used to support
29 uniform purchases in accordance with allowance limits identified in DO-43.
- 30 • While Nomex outerwear (i.e., shirts, trousers, brush-coats), routinely issued
31 as personal protective equipment, has become recognized as the uniform of
32 the wildland firefighter as a matter of necessity, these apparel also have
33 justifiable utility as a uniform standard at the park level for certain fire
34 and/or ONPS base-funded wildland fire staff.
- 35 • When the conventional NPS uniform or the full Nomex outerwear is not
36 appropriate or justified, local management with park superintendent
37 approval may establish a predetermined dress code for fire staff. The goals
38 of the NPS uniform program can appropriately be applied (with common
39 sense) to this departure from the norm.

40
41 Where appropriate and justified, fire funds may be applied to the purchase of
42 100 percent cotton tee shirts, sweatshirts and ball caps, with appropriate logo
43 and color scheme, to augment the Nomex outerwear worn in conjunction with
44 project or wildland fire management incidents. Nomex outerwear will usually
45 be returned to the park's fire cache based on the tour of duty (end of season,
46 transfer to another park, etc.).

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1 The fire management officer is responsible for establishing a reasonable
2 allotment schedule for new or returning employees, commensurate with supplies
3 provided in previous seasons. A suggested per person issuance is three to four
4 tee shirts, one ball cap and one sweatshirt (where appropriate). \$100 would
5 normally be adequate to cover costs of this issuance.

6
7 Just as with uniform allowance discussed in DO-43, the intent of fire-funded
8 purchases is to defray the cost of the appropriate apparel, not necessarily to
9 cover the cost of all items. This will not only be factored into the quantities
10 deemed necessary for the individual, but would also preclude fire-funded
11 purchases of fleece jackets, rain gear and other personal items generally
12 considered the responsibility of those employees not covered by the NPS
13 uniform program. Exceptions to this should be well-justified and documented.

14

15 **Fire Management Credentials**

16 Official fire identification credentials are approved for issuance to National Park
17 Service (NPS) employees with fire as a primary or secondary responsibility as
18 identified in their individual position descriptions and approved by Firefighter
19 and Law Enforcement Retirement Team (FLERT). These credentials provide
20 fire personnel with similar professional identification as being used by many fire
21 cooperators. The fire credentials consist of a badge, identification card and case
22 that are issued as government property. The badge complies with national fire
23 standards, has red trim and labeled as Fire Chief, Fire Manager or Firefighter.
24 The fire credentials are to be carried in a wallet type case and utilized for
25 identification purposes only and will not be worn with the official NPS uniform
26 or otherwise conflict with DO-43. Lost or stolen credentials, as government
27 property, should be entered into NCIC for confiscation and returned when
28 found.

29

30 **Invasive Species Management**

31

32 **Operational Guidelines for Aquatic Invasive Species**

33 In order to prevent the spread of aquatic invasive species, it is important that fire
34 personnel, not only recognize the threat aquatic invasive species pose to
35 ecological integrity, but how our fire operations and resulting actions can
36 influence their spread. Each geographic area may have specific guidelines
37 related to localized aquatic invasive species. Therefore, it is recommended that
38 you consult established local jurisdictional guidelines for minimizing the spread
39 of aquatic invasive species and for equipment cleaning guidance specific to
40 those prevalent areas and associated species.

41

42 To minimize the potential transmission of aquatic invasive species, it is
43 recommended that you:

- 1 • Consult with local biologists, resource advisors (READ) and fire personnel
2 for known aquatic invasive species locations in the area and avoid them
3 when possible.
- 4 • Avoid entering (driving through) water bodies or saturated areas whenever
5 possible.
- 6 • Avoid transferring water between drainages or between unconnected waters
7 within the same drainage when possible.
- 8 • Use the smallest screen possible that does not negatively impact operations
9 and avoid sucking organic and bottom substrate material into water intakes
10 when drafting from a natural water body.
- 11 • Avoid obtaining water from multiple sources during a single operational
12 period when possible.
- 13
- 14 Remove all visible plant debris, soil and other materials from external surfaces
15 of gear and equipment after an operation. If possible, power-wash all accessible
16 surfaces with clean, hot water (ideally > 140° F) in an area designated by a local
17 READ.