

Chapter – 3 Program Planning

Program planning encompasses a wide range of processes, applications and tools. While program planning primarily involves preparations for wildland fire responses, the full spectrum of fire planning supports all functional areas of fire management. For example, the Wildland Fire Decision Support System (WFDSS) is a planning application used to assist decision makers during ongoing wildfire events; however, some of the inputs are developed through other program planning processes. That is, WFDSS is constrained by the objectives identified in a unit's strategic Fire Management Plan, and its projections can be based on historic weather observations. In this example, situational decision support for suppression operations requires use of a planning application, prior development of a strategic plan, and the collection and maintenance of elemental input data.

Fire Management Plans

There are various types and levels of planning required to conduct a fire management program, and the complexity of the overall program will dictate the amount of effort required. The Regional staff must look at the larger organization while the Agency/Tribal staff must look at the detail of operation under a variety of conditions. A key reason for preparing any kind of plan is to communicate a set of goals or desired results in such a manner that someone unfamiliar with the purpose of the plan can determine those goals or results.

See **Appendix 3-1** for the current approved Interagency Fire Management Plan Template.

Purpose

Description of the Fire Management Plan (FMP): A plan which identifies and integrates all wildland fire management and related activities within the context of approved land/resource management plans. It defines a program to manage wildland fires (wildfires and prescribed fires). The plan is supplemented by operational plans, including but not limited to preparedness plans, preplanned dispatch plans, and prevention plans. The FMP assures that wildland fire management goals and components are coordinated.

- The Departmental Manual, Indian Affairs Manual Part 90 and Federal Fire Policy require a FMP for all areas with burnable vegetation. Each Reservation/Tribe will have an approved FMP that has been developed through a National Environmental Policy Act (NEPA) compliant process. An FMP defines and documents an organization's program to manage wildland fires. The FMP is based on and subordinate to approved Resource Management Plans (RMP), if they exist.
- FMP's identify and link all other subordinate planning documents such as Fuels Management Plans, Initial Attack Response Plans, Extended Attack Plans, Prevention Plans, Emergency Stabilization and Rehabilitation Programmatic Plans, Air Operations Plans, and Annual Operating Plans, etc.
- FMP's identify and integrate all wildland fire management and related activities within the context of approved RMP's. Ideally, the FMP goals and components should be coordinated across administrative boundaries on a landscape basis. Bureau/Tribal or agency fire management decisions should be consistent or compatible across administrative lines.
- The overall goal is the establishment of an effective linkage between land/resource management planning, fire management planning, project planning, and the preparation of WFDSS for the management responses to large wildfires. Through this linkage from high-level strategic planning to situational decision support with WFDSS, one desired outcome is for land/resource management planning to provide a transparent, broad foundation that guides appropriate management responses to wildfires, with the inclusion of historical and foreseeable suppression costs of large wildfires as a consideration in decision making.

Procedures

- The Directors of all federal fire agencies approved the Interagency Fire Management Plan template (see **Appendix 3-1**). It directs agencies to develop a collaborative approach to working cooperatively and, ideally, to developing an interagency FMP. The template is the Bureau's approved format for the FMP, and all new FMPs must adhere to this format. Existing FMPs should be updated to comply with the template upon their next formally-scheduled revision, or sooner if practical.

- Typically, the FMP is developed for each Reservation/Tribe or BIA administrative unit. In areas where Indian lands are not bounded by Reservations and tracts but are owned by individual allottees, a Regional Allotment FMP will be developed to identify how the Bureau will respond to the fire preparedness needs and requests of those individual allottees.
- If there are no approved RMP's to tier to, the FMP may serve as a "stand alone" plan. As resource plans are developed, each FMP must be brought up to date, ensuring integration of resource goals and objectives.
- The management response to wildfires, regardless of ignition source (human or natural), must be based on the resource management objectives of the area planned and guide the appropriate response through criteria and prescriptions. All wildfires must be suppressed in areas lacking an approved FMP or having an FMP that is not consistent with the Federal Fire Policy.
- FMP's for Indian trust lands with historic large wildfire occurrence or potential for significant wildfires that could result in costly wildfire suppression should address wildfire cost containment issues.

NEPA and the Fire Management Plan

The National Environmental Policy Act (NEPA) analysis is a stepped process that starts with a categorical exclusion discussion and determination. If a categorical exclusion is not appropriate, the need for either an Environmental Assessment (EA) or Environmental Impact Statement (EIS) must be determined. Typically, the Bureau's FMP's are developed to be compatible with a programmatic EA (i.e., one covering the entire fire management program).

Unless the FMP is directly incorporated into a RMP already covered by a NEPA document, the FMP must be covered by an EA or EIS (reference 516 DM6, 4.1).

The Interagency FMP Template does not address the NEPA process, necessitating the development of a separate NEPA document. If a FMP is developed that is separate from, but tiered to, an existing RMP (with an approved EA), the unit will normally not need to develop a new EA. The only exception would be if the newly developed FMP is significantly different from the existing RMP. In this case, the RMP needs to be modified so that the RMP is reconciled to the FMP, and the EA also updated accordingly.

Ultimately, the unit is the responsible entity for developing the EA. However, many units do not have adequate expertise available locally to properly develop an EA. In such cases, the unit will either rely on Regional assistance or contract to have the NEPA document developed. Approval authority for NEPA documents will be according to Regional policy.

Fire managers are responsible for ensuring that all fire management activities are in compliance with NEPA and the FMP. Executed categorical exclusion checklist and findings of no significant impacts (FONSI) are often issued conditionally. For example, these NEPA documents may stipulate that archeological sites, riparian habitat, or other resources must be avoided during project activities.

Some FONSI's are issued for programmatic EA's with the requirement that any required Section 7 (ESA) and Section 106 (NHPA) consultations must be completed prior to project initiation. Fire managers must be aware of such conditions/requirements/mitigations in the FONSI and categorical exclusion checklists, and they must ensure that they are fully met. These federal acts are independent of each other and compliance with one (or issuance of a FONSI) does not necessarily mean that compliance with the other acts has been achieved.

Program Assessment

Program assessment is wide in scope and includes the evaluation of workload, budget, program complexity, resource guidelines, etc. These components are collectively managed under a broad process named Fire Planning References, Elements, and Procedures (Fire PREP).

Discrete components included within the scope of Fire PREP are described below:

Fire Budget Analysis

Currently Fire PREP utilizes a software program named Fire Program Analysis (FPA) for performing interagency analysis of budget and modeled performance. Guidance regarding FPA is issued for each analysis cycle by the Executive Board of the Wildland Fire Information and Technology (Fire I & T), which is comprised of representatives from the Departments of Agriculture and Interior, as well as high-level Agency managers. Additional guidance and coordination is provided by interagency committees at each of the Geographic Areas, and each committee includes a Bureau representative.

Fire Program Workload Shares

The Fire Program Workload Shares Assessment (WSA) is a tool developed by the BIA-NIFC Planning Section to support preparedness budget distribution from the Regional Offices to their field-level units. It is intended to supplant the Most Effective Level (MEL) budget values that were generated by the former Fire Management Program Analysis (FMPA) process.

The WSA uses the Graphical Network Interface (GeNIe) computer application to define program workload elements and assign breakpoints (to classify and normalize empirical data) and weights. Unlike purely subjective processes, GeNIe ensures that the decision criteria are documented, the math is performed without error, and the outputs can be readily reproduced.

Upon completion of the assessment, the WSA yields the percentage workload share for each unit evaluated, in reference to their combined workload. These share percentages then can be used to support a variety of decisions, such as the allocation of preparedness budgets from the Regional Office to its field-level units.

The WSA is a Regional-level tool. Its use is strictly voluntary and is intended to assess workload shares for the units within a given Region (not between Regions). Use of the WSA outputs is left to the discretion of the Regional Office.

Fire Program Complexity

Each Field-level unit within the Bureau has been rated for fire program complexity. Currently, the fire program complexity rating process utilized by the Bureau is the complexity analysis described in the *Interagency Fire Program Management (IFPM) Qualifications Standards and Guide*. To supplement the IFPM analysis, the Bureau has developed the *BIA Complexity Analysis Handbook (CAH)*, which provides further guidance through the rating process, including general guidance for the thirty-seven sub-elements. The ratings are summarized into three adjective groupings; low, moderate, and high.

There is no formal schedule for periodically reassessing unit complexities. However, it is anticipated that the complexity of some units' comprehensive wildland fire programs may change over time, making it necessary to re-evaluate their complexity. As needed, units should request a complexity rating update through their Regional Office. Because complexity ratings are maintained by BIA-NIFC, the Regional Offices should submit a request to the Director, Branch of Fire Management, when a complexity reassessment is warranted. If approved, the Director will appoint a review team, and all units within the Region will be re-evaluated in a single effort.

The CAH also provides the process for assigning complexity rating adjectives to Regional Office fire programs. In conjunction with Regional reassessment efforts, the affected Regional Office will also have its fire program complexity rating updated.

Situational Decision Support

Proper decision making involves consistency in process and utilization of tools for specific situations. The Wildland Fire Decision Support System (WFDSS) integrates the various applications used to manage incidents into a single system, which streamlines the analysis and reporting processes. The System can also be applied to supplement pre-incident readiness, prescribed fire, and risk assessment planning. Specific guidance on the use of WFDSS for individual fire responses is located in Chapter 12.

Predicting fire behavior is at the core of a fire manager's decision process. Many of the stand-alone applications previously used to project fire behavior and weather conditions have been or are being incorporated into WFDSS, including BEHAVE Plus, FlamMap, FARSITE, and Fire Family Plus. All these applications can still be used as stand-alone applications. A major advantage that WFDSS provides over previous stand-alone systems is that it combines desktop applications for fire modeling into a web-based system for easier data acquisition. Outputs from these tools can provide useful information to assist a manager during emergency or pre-planned decision making and can be easily incorporated into the decision document.

Fire behavior modeling – including Short, Near, and Long Term (FS Pro) projections – within WFDSS is not required, but is highly encouraged for those reported fires, potential problem fires, and projected prescribed burns that may require additional information to assist managers in the decision making process.

- The Short Term Fire Behavior (STFB) Module can be used by all users with a role of Dispatcher or higher in WFDSS. It roughly projects fire spread on the landscape for up to 3 burn periods (however, it is highly recommended to limit to one burn period). Basic fire behavior outputs are generated with every STFB run. Analyst (i.e. Fire Behavior Specialist role in WFDSS) assisted STFB allows additional input adjustments when more refined outputs are required. Other uses of the STFB Module include contingency planning for prescribed burns and assessing the short term risk of a potential fire in designated areas, such as those having problematic fuels and/or terrain.
- The Near Term Fire Behavior (NTFB) Module allows projection of fire spread and severity outputs for a period generally from 3 to 7 days. NTFB is similar to the stand alone FARSITE program that provides projections both spatially and temporally (the fire is projected to be at a designated location at a specific time). Other uses of the NTFB include operational (such as containment line firing), prescribed fire, and burn severity planning.
- The Long Term Fire Behavior (FS Pro) Module is highly recommended for use on fires projected to be long duration events (generally over 7 days). FS Pro outputs include a spatial representation of the probability that fire spread will reach a certain point (value at risk) on the landscape over the specified duration. Both forecasted as well as historical weather information can be utilized. The Analyst must work in full communication (either on-site or remotely) with the local FMO or other designated individuals to ensure the proper inputs are used in the model to best represent the current and expected fuel and weather conditions. Other use of FS Pro includes potential spread probabilities if a fire escapes or otherwise is not immediately suppressed and risk assessment/planning.

The BIA-NIFC Planning Section staff is available to assist unit and Regional Office personnel with incident-specific or situational decision support planning, including continuing education and system administration, decision documentation, and fire behavior risk assessments utilizing both stand-alone and WFDSS fire behavior modeling tools.

Support Planning Elements

Fire Season Length and Determination

The BIA has no formal process for determining fire season length; however, there have been structured efforts in the past to identify the fire season length for field-level units using a combination of historic fire occurrence, historic weather and NFDRS index values, and expert opinion. Those data have not been updated in recent years, as BIA deferred to FPA and its process for identifying fire season length.

The current FPA process identifies the fire season dates based strictly on combined historic fire occurrence for all partner units comprising a Fire Planning Unit. That season is defined by the start and stop dates that effectively bound 90% of all wildfire ignitions days from the most recent 10-year period and within the FPU boundaries.

Unit Identifiers

Unit Identifiers were initially created by the wildland fire dispatch community as a short-cut method for designating organizational units. The Unit Identifier is a common data element between many interagency wildland fire systems and therefore requires standardization to ensure accuracy and consistency between those systems. These systems and organizations include NICC, IQCS, ROSS, FireCode, FPA, and NFDRS/Fire Weather.

- A member of the BIA-NIFC Planning Section is designated as the national point-of-contact (NPOC) to oversee and coordinate Unit Identifiers and related activities with the Bureau.
- The Unit Identifier is a five or six-character code that is used to uniquely identify specific Bureau or Tribal units. In addition to the code, each Unit Identifier record also includes the units' descriptive name and other information about the organizational hierarchy such as department, Region, Bureau, Geographic Area, etc.
- The NICC Unit Identifier database is currently the official system of record for Unit Identifiers. This database serves as the authoritative source for valid Unit Identifiers, and provides the information for several NWCG systems.

- There is an official data standard for Unit Identifiers, as well as relevant business rules that should be observed. This standard compels NWCG systems to assure that Unit Identifiers are not added, modified, or deleted without a matching transaction to the system of record.
- All requests for new BIA Unit Identifiers must be made through the unit's respective Regional office by formal request to the NPOC (phone: 970-903-3499). The NPOC will coordinate and gain approval for the new Unit Identifier with all other interagency system administrators, including the respective Data Custodian for each Geographic Area. Unit Identifier requests must not be made directly to the Geographic Area Data Custodian. Unit Identifiers should not be added or removed by the Geographic Area Data Custodians prior to coordination and approval from the NPOC.

General recommendations:

- Do not request a change of your Unit Identifier unless there is a compelling reason (other than for cosmetics) why it should be changed. Updates to the associated organizational information (unit type, region, Geographic Area, Bureau, Department, etc.) are allowed to correct errors.
- Where conflicts exist between multiple existing Unit Identifiers for the same unit, one of the existing Identifiers will need to be selected to designate that unit. The update will be coordinated with other systems that use the Unit Identifier. The creation of an entirely new unit Identifier will be avoided.
- Where no Unit Identifier currently exists for a Unit, a new identifier can be created within guidelines described in the NWCG Unit Identifier System User Manual.
- There is less of a concern in changing the Unit Name as opposed to the Unit Identifier. The Unit Identifier is used by all of these systems for tracking to a particular unit, while the name is only a helpful descriptor.
- Creating a new Unit Identifier in the IQCS currently requires a BIA Unit Code as well.
- Although there is a general desire within the BIA to designate the last place holder in the Unit Identifier as "T" for Tribes and "A" for

Agencies, there is really no significance to these letters in any of the systems that use Unit Identifiers. The most important concept is to minimize changes to existing Unit Identifiers, as every change requires many behind the scenes computer adjustments to make sure that all historical data associated with one Unit Identifier tracks to the new one.

- Once a Unit Identifier is invalidated, it cannot be used again. Considering the frequency of changes in the past few years, with fire program management oversight switching from BIA Agencies to Tribal Offices, or vice versa, requesting new Unit Identifiers could overburden the system. The goal is to minimize both the possibility of losing track of historic data associated with an existing Unit Identifier as well as the workload of making changes.

Please refer to the *NWCG Unit Identifier System User Manual* for specific guidelines on creating and using Unit Identifiers.

Fire Danger Rating

Historic and forecasted (modeled) fire danger assessments, particularly the various National Fire Danger Rating System (NFDRS) indices and values generated using the Fire Family Plus (FFP) and related computer applications, are key elements for both long-term (strategic) and daily (operational) planning. Reference to NFDRS and/or other fire environment indicators is required for severity requests, fire danger signage and announcements, recreational and industrial restrictions, Pocket Cards, and other common fire business elements.

Every unit must ensure it has identified one or more fire weather stations to provide representative data, both historic and current, for use in NFDRS. Units do not necessarily need to host their own weather station if a neighboring unit's NFDRS-network station is sufficiently representative (e.g. similar elevation, and subjected to the same local weather conditions) and has reliable, accessible data. See Section F for more information regarding NFDRS weather stations

Similarly, every unit must delineate one or more Fire Danger Rating areas that are representative of the fire-prone lands under its jurisdiction. In some cases, a larger area defined by the local interagency dispatch center or GACC may be sufficiently representative.

During fire season and other periods of heightened activity (or potential activity), units must also have access to daily NFDRS values, upon which they can base staffing and other decisions in accordance with their Annual Operating Plan and other documents. Often, the local dispatch center or GACC will generate daily NFDRS index values for representative areas and make that data available to their constituent units. Otherwise, the unit should generate the NFDRS values locally.

Units can use other recognized, science-based systems to augment NFDRS in establishing local fire danger indicators, planning inputs, and decision criteria. Other recognized systems include:

- Drought indices (Keetch-Byram, Palmer and others)
- Live fuel moisture (sampled and/or calculated)
- Canadian Fire Danger Rating System
- Soil moisture

In conjunction with their planning efforts, units should identify the specific NFDRS index – usually Burning Index, Energy Release Component, or fire danger adjective rating – that is most meaningful for staffing and other key operational decisions, and establish break points based on historic values. Minimally, specific staffing classes will be established based on the 97th and 90th percentile index values (using the most-recent 10-year or longer weather observation data set). Other staffing classes and break points may be established as needed.

Every unit should have a current, representative Pocket Card (or multiple Pocket Cards, if fuels and weather conditions vary considerably across the unit), and make it available to the firefighters, both seasonal and on temporary assignment, working on the unit. In some cases, Pocket Cards may be developed for a larger fire danger area in conjunction with neighboring partners/units, eliminating the need for a specific local unit Pocket Card.

Detailed instructions for developing Pocket Cards, a Step-up Plan, and other NFDRS-related applications are provided in the course materials for S-491, Intermediate NFDRS. In addition, the BIA-NIFC Planning Section staff is available to assist units and Regions in managing and developing fire danger data and products.

Fire Occurrence Data and Reporting

Scope and Purpose

Consistent with the 2009 Guidance for Implementation of Wildland Fire Management Policy, the Bureau recognizes two types of wildland fires when collecting and recording fire occurrence data. Those two types are: planned ignitions (i.e. prescribed fires) and unplanned ignitions (i.e. wildfires, including escaped prescribed fires).

This section primarily addresses the data and reporting requirements for wildfires, particularly as they pertain to planning functions and efforts. Specific guidance regarding prescribed fire data and reporting is provided in the BIA Fuels Management Program Planning and Implementation Guide.

Fire reporting provides a structured means to collect, document, and archive fire occurrence data. These data are then queried, summarized, and exported to support planning activities and decision-making. Fire reports are the source of data used to compile official statistics regarding workload, performance, and other important measures.

While fire reporting policy and guidelines are reasonably well-defined, there will always be situations that require judgment. When deciding whether a fire report is needed, remember that fire occurrence data and fire reports are what we use to formally quantify our workload beyond baseline preparedness activities. Fire reporting allows us to take credit for the work we do and can ultimately influence budget and resource decisions and priorities. Of course, professional discretion is required to ensure our reported activities are truly representative – neither over-reported nor under-reported – of the actual workload and conditions.

Data Sources, Forms, Reports, and Systems

Data pertaining to wildland fires comes from a variety of sources – personal observation, photographs and videos, sketches, maps, GPS files, etc. These data are recorded using many different forms and/or systems, both unofficial and official.

Hard-copy forms commonly used to capture data for individual wildfires include size-up checklists, incident commanders' organizers, the Incident Status Summary (ICS-209), and the BIA Individual Fire Report (DI-1202-BIA). Of these, the ICS-209 and DI-1202-BIA reports are required, the former providing periodic status updates of large and significant wildfires while they are in progress, and the latter serving as the official after-action report for wildfires and related incidents. However, many size-up checklists

and incident organizers are designed to capture the information needed for the ICS-209 and DI-1202-BIA reports too.

The systems in which wildland fire data is recorded include the following: Computer Aided Dispatch (CAD) programs; the WFDSS; the FireCode website; the National Fire and Aviation Management Web Applications (FAMWEB): ICS-209 module, Interagency Situation Report module, and Data Warehouse module; the National Fire Plan Operations and Reporting System (NFORS); and the Wildland Fire Management Information (WFMI) System's Fire Reporting module.

Individual Fire Reports (DI-1202-BIA)

An Individual Fire Report must be prepared for every local wildfire, per the general criteria listed below:

- The format used by BIA for Individual Fire Reports is the DI-1202-BIA form. This is the official after-action report for wildfires and related activities.
- All DI-1202-BIA reports should be prepared in accordance with the detailed guidance provided in the *BIA Fire Occurrence Reporting System Users Guide*. While derived from the User's Guide, the information here is intended only to provide general direction and address common issues. Guidance issued in the form of subsequent memoranda and/or updates to the *BIA Fire Occurrence Reporting System Users Guide* may supersede the information presented here.
- The DI-1202-BIA reports must be entered into WFMI's Fire Reporting module, which is the official system of record for final wildfire occurrence data. When wildfire occurrence data - both historic and current - is needed for planning efforts or other purposes, it will be obtained solely from WFMI. While units will be notified in advance of impending, significant data queries and exports, they should strive to keep their fire occurrence records in WFMI up to date, including the timely correction of erroneous data.
- Because this data is used in planning to quantify a unit's workload, it is important to create a separate report for each incident that requires independent action. Generally, each ignition warrants a separate report; however, there may be instances when a single report is appropriate for multiple ignitions. For example, if a train starts three wildfires along a short distance of the track, but all three wildfires had a single initial response and are contained within a single control perimeter, the incident may be documented with one report.

- The ownership (or affiliation) of the land at the fire's point of origin determines who is legally responsible for any action resulting from that fire, and it also used to determine which unit is responsible for providing the primary fire report. Accordingly, it is important to locate every fire's exact point of origin (to the extent possible) and document that location's precise geographic coordinates on the fire report.
- Fires originating on Trust lands should be reported under the BIA or Tribal unit having administrative jurisdiction over that land. That is, the "Reporting Unit" field on the DI-1202-BIA report should be attributed to the unit affiliated with the land at the point of origin. This fire report will be considered the primary fire report for the incident, even if the fire spread onto lands belonging to other units.
- When the point of origin falls on non-Trust land or land otherwise not within the administrative jurisdiction of a BIA or Tribal unit, the unit may still prepare a DI-1202-BIA report if it responded to the fire (for example, to keep the fire from spreading onto Trust lands). In such cases, that report is considered secondary, as the unit owning the land at the point of origin presumably will submit the primary fire report. The codes corresponding to the Fire Type and Protection Type data fields are used to differentiate between primary and secondary fire reports.
- A DI-1202-BIA report should be prepared for the following types of wildland fire-related incidents:

Wildfires (Fire Type 1): Wildland fires that resulted from unplanned ignitions, including wildfires managed for protection (e.g. suppression strategy), for resource benefits (e.g. monitoring strategy), and/or for multiple objectives. This also includes escaped prescribed fires.

Natural Outs (Fire Type 2): Recent wildfires that were already fully extinguished at the time of their discovery or prior to the arrival of regular initial response resources.

Support Actions (Fire Type 3): Assistance provided for a wildfire on another unit, or for work involving fire resources on a non-fire incident. In the case of all-hazard incidents (e.g. major non-fire natural disasters) that utilize fire resources, a DI-1202-BIA report is required only for those incidents that have a Presidential disaster declaration.

False Alarms (Fire Type 5): Purported wildfires for which a response was initiated, but no further action was taken because the fire did not actually exist, could not be located, was determined to be within another unit's jurisdiction, was not a wildland fire, or otherwise did not require additional action by the responding wildland fire resources.

Note regarding Prescribed Fires: Beginning with Calendar Year 2011, BIA no longer requires Prescribed Fires (Fire Type 4, Protection Type 8) to be reported on a DI-1202-BIA report, nor entered into the WFMI Fire Reporting module, as NFORS is recognized as the sole system of record for prescribed fire data and reports. In the event that a prescribed fire is declared an escape and is reclassified as a wildfire, a DI-1202-BIA report must be prepared, reporting the acres burned from the point of reclassification to the time when the fire is declared out. The cause and narrative should indicate that the wildfire resulted from an escaped prescribed fire, referencing the corresponding NFORS treatment number.

Note regarding fires formerly identified as Wildland Fire Use (WFU): With the 2009 Guidance for Implementation of Wildland Fire Management Policy, the term WFU was rendered obsolete, and all unplanned ignitions are considered to be wildfires. Current policy allows wildfires to be managed for multiple objectives and employ a wide range of strategies ranging from aggressive suppression to containment, confinement, monitoring, or combinations thereof (subject to any constraints identified in the local FMP). Starting in Calendar Year 2011, the DI-1202-BIA report, BIA Fire Occurrence Reporting System Users Guide, and WFMI Fire Reporting module no longer offers WFU (and its respective coding: Fire Type 4, Protection Type 9) as a valid fire type. Additional changes are planned for 2013 (or later) to further revise the fire reporting business to better align with the range of management objectives and strategies allowed under current policy. In the meantime, wildland fires that formerly would have been considered to be WFU incidents should now be classified as Fire Type 1, with an explanation in the remarks field if the incident was primarily managed for resource benefits or had multiple objectives. Although Fire Type 1 is generally defined as wildland fires suppressed, Protection Type 4 can be applied to those fires whose strategies primarily involved monitoring or reduced suppression response.

Specific reporting requirements, such as which data fields are mandatory, vary by incident type and are described in detail in the BIA Fire Occurrence Reporting System Users Guide.

The DI-1202-BIA report can be initiated at any time during an incident, and it must be completed shortly after the incident has concluded, and the information entered into the WFMI Fire Reporting module, per the deadlines noted below:

- Wildfires (Fire Type 1): within 14 days after the fire is declared "out".
- Natural Outs (Fire Type 2) and False Alarms (Fire Type 5): within 14 days after discovery, notification, or initial response.
- Support Actions (Fire Type 3, Protection Type 7): within 14 days after the unit's resources have been released from the incident or other support activities have ceased.
- For some incidents, required data may not be available within the deadlines noted above. For example, the final acreage may not be known until map data has been processed in a Geographic Information System (GIS). To comply with the deadlines, such data must be estimated. However, the DI-1202-BIA report and corresponding record in WFMI must be updated once the final data becomes available.

Incident Status Summary Reports (ICS-209)

In addition to the DI-1202-BIA report, large or otherwise significant incidents involving Trust lands may also require reporting on the Incident Status Summary (ICS-209) form, which is updated periodically while the incident is in progress.

The specific reporting criteria for ICS-209 reports are established by the NICC, the Geographic Area GACC, and, in some instances, the local interagency dispatch center. Some guidelines are provided here for general reference; however, units should adhere to the specific reporting criteria established by NICC and their respective GACC and local interagency dispatch center. In particular, reference the *National Interagency Mobilization Guide* and applicable GACC Mobilization Guide for more information.

Generally, ICS-209 reports are required for the following incidents:

- Large wildfires:
 - Fires 100 acres or larger burning in timber and other heavy fuels (i.e. Fuel Models 8-13)
 - Fires 300 acres or larger burning in grass/brush (i.e. Fuel Models 1-7)
- Incidents that have a Type 1 or Type 2 Incident Management Team assigned.
- Other incidents of national significance.
- Emerging incidents that are likely to imminently fulfill one or more of the criteria above.

Typically, the ICS-209 report for a fire is updated daily, unless the GACC or local dispatch center has a more frequent reporting requirement, which then should be observed.

For a long duration wildfire that has extended periods of relatively minimal activity (such as a fire managed predominately for resource benefits using a monitoring strategy), the ICS-209 report may be updated on a less than daily basis during periods of limited activity. In such cases, units are required to update the ICS-209 at least once weekly; however, an update must also be submitted when:

- The fire reaches 1,000 acres in size.
- For fires greater than 1,000 acres, the fire size has doubled since the last submitted ICS-209 report.
- Resource commitment has significantly changed
- Any other significant change has occurred (or is anticipated to imminently occur)

As with the DI-1202-BIA report, changes are planned for the ICS-209 report to better accommodate fires being managed for multiple objectives and employing multiple strategies; however, those changes have not been implemented yet. In the interim, special instructions are posted on NICC's Intelligence web page (see the documents posted under the heading entitled "Interim Direction for Wildland Fire Reporting for the ICS-209" at <http://www.predictiveservices.nifc.gov/intelligence/intelligence.htm>).

Situation Report

All wildfires and acres burned must be reported daily in the FAMWEB Interagency Situation Report module. Typically, this information is provided to the local dispatch center or GACC, who, in turn, enters it into FAMWEB.

Wildfires and acres reported in FAMWEB's ICS-209 module are not automatically entered into the Situation Report module, so they must be accounted for separately. For large, long duration wildfires where ICS-209 reports are not submitted daily, the acres burned should be updated daily for the Situation Report. If daily Situation Report data is omitted or submitted with errors, the necessary corrections must be reconciled in the subsequent day's year-to-date (YTD) statistics section, not in the daily fire statistics section.

Records Management for Fire Reports

The DI-1202-BIA reports and final ICS-209 reports are official records and must be managed and archived in accordance with formal records management requirements and guidelines.

While the WFMI Fire Reporting module and FAMWEB ICS-209 module are the designated systems of record for their respective fire occurrence data, the paper reports are the official records and, thereby, legal documents. Accordingly, it is not sufficient to only encode data directly into WFMI or FAMWEB – a paper record must also be created and retained. Also, it is important to ensure the data in WFMI and FAMWEB matches the data on the official (paper) reports. A common mistake occurs when errors are corrected or the data is otherwise updated in the electronic systems, but the paper reports are not updated in conjunction.

Given the increasing use of size-up checklists, incident commander organizers, and other customized forms, some managers have opted to enter data directly into WFMI and/or FAMWEB from these unofficial forms, then print out the reports that will be filed as the official record (rather than

manually filling out a report form first). In such cases, these printed reports will suffice as official records, provided that they are signed in ink by the approving official, just as an original (manually-completed) report requires a signature.

Signed, hard-copy DI-1202-BIA reports and final ICS-209 reports, as well as other supporting incident records, are to be filed and maintained at the local unit per the requirements of the Indian Affairs Records Management Manual and the local Fire Maintenance and Disposition Plan. Additional guidance regarding wildland fire incident records can be found on the National Wildland Fire Coordinating Group's Incident Records Management website: <http://www.nwccg.gov/policies/records/index.html>

Fire Weather

The fire weather program is managed and coordinated by the BIA-NIFC Planning Section, which has one staff member designated as the national fire weather program manager. This program provides funding and technical support for the maintenance of station sensors and the accuracy of station data for the wildland fire program.

All field-level units will identify at least one permanent, NFDRS fire weather station for fire planning purposes. A listing of these designated weather stations is maintained by the BIA-NIFC Planning staff and will be updated annually.

Each Region will identify a Regional Point of Contact (RPOC), and each Agency/Tribe will identify a Local Point of Contact (LPOC) for fire weather and weather stations.

All federally supported weather station data can be viewed used by other agencies and the public at large. Currently, the Real-Time Observation Monitoring and Analysis Network (ROMAN) and MesoWest system provide the easiest access to station data for the previous 30 days.

<http://raws.wrh.noaa.gov/roman/index.html>
<http://mesowest.utah.edu/index.html>

Fire Weather Stations

Bureau and Tribal NFDRS Weather Stations

The BIA manages approximately 80 NFDRS weather stations scattered across the United States.

- Remote Automated Weather Stations (RAWS) that contribute to Weather Information Management System (WIMS) for fire danger analysis will meet NFDRS standards as specified in the NWCG Interagency Wildland Fire Weather Station Standards & Guidelines publication (PMS 426-3). These standards are available at the following web site: <http://www.fs.fed.us/raws/standards.shtml>.
- A national BIA contract, with a federal Contracting Officer Representative (COR)/BIA Fire Weather/RAWS coordinator, will provide for annual sensor exchange and maintenance with a vendor, currently, Forest Technology Systems LTD (FTS). Under the terms of the contract, the LPOCs will confirm any work that is done by accompanying the FTS technicians to the RAWS site, observing the maintenance performed, and signing the FTS site work sheet when work is completed.
- Emergency repair of RAWS station or sensors will be handled on a case by case basis.
- BIA Regional Offices and their field-level units will ensure their RAWS meet NFDRS standards. Each unit is accountable for managing the weather stations that are on its land. This responsibility includes properly locating stations, security, hardware maintenance, and data management. Station information, status, and maintenance records must be maintained, per NFDRS standards, in the WFMI Weather module. After site visit are completed, FTS will update the NIFC Asset Management System (NAMS) to record station maintenance actions.
- Regional Offices will work with the GACC's and/or local interagency dispatch centers to ensure all fire-prone areas are adequately represented in the weather station network and to minimize unnecessary overlap of station coverage.
- Regional Offices and their field-level units will coordinate with their GACC Predictive Services staff and/or the National Weather Service (NWS) to ensure weather observation quality and the maintenance of station catalog information in WIMS.
- Existing NFDRS stations should not be relocated without first consulting the NWS, GACC Predictive Services, and affected cooperators.

- If a station quits working or its equipment malfunctions, the LPOC can receive reports (non-compliance report, station event report) from NAMS. When an LPOC becomes aware of a station malfunction or other potential problem, they should notify FTS (800-548-4264) within three days. Coordination with FTS and a site visit by the LPOC should determine station equipment or sensor needs. The LPOC should contact the Bureau's national fire weather program manager (208-387-5558) if damaged sensors need replaced, or if an FTS technician needs to visit the site (other than the regularly-scheduled annual site visit). If it is not practical to reach the site due to snowpack or other environmental concerns, the RAWS should be repaired as soon as practical.

Non-NFDRS Weather Stations

In the Bureau's managed inventory, there are 19 non-NFDRS weather stations, which are mostly portables and are mainly used for large wildfires and prescribed fires.

- Non-NFDRS stations do not have to have a NWS station number or a station catalog in WIMS, but units may establish them as needed.
- Non-NFDRS weather stations, such as portable or research stations that support fire operations are required to receive annual calibration and certification. The equipment will meet the requirements of the Annual Rehabilitation Maintenance Section of the *NWCG Interagency Wildland Fire Weather Station Standards & Guidelines* (PMS 426-3) publication. The maintenance will be documented in the WFMI Weather module.

Incident and Project National Cache RAWS

In addition to the Bureau's managed inventory of weather stations, portable RAWS stations are available through the national cache system for use on projects, fires, and other incidents. These RAWS units are the older Handar Visila models.

These may be ordered through the national ordering process, using a supply resource order initiated with the local interagency dispatch center. The stations are ordered with RAWS Technicians, who typically deliver, set-up, and (ultimately) take down the equipment. Include the FireCode when ordering for a wildland fire. Consult the *National Interagency Mobilization Guide* for additional ordering instructions.

The borrowing unit must return incident and project RAWs to the national cache as soon as it is no longer needed or prior to the onset of winter. The Bureau also manages one portable RAWs unit. Contact a national fire planner at (208) 387-5558 for current availability status and scheduling usage of the RAWs unit.

Weather Station Management Guidelines

In addition to the information above, the following general guidelines should be observed for weather stations managed by BIA and Tribal units:

Training and reference materials:

- Units that host fire weather stations are encouraged to obtain WIMS and NFDRS training for the LPOC and other interested staff.
- The FTS technicians will provide field training during their annual site visit to maintain a unit's weather station.
- Multi-unit training may be requested through the BIA national fire weather program manager.
- The interagency RAWs website provides information on training, maintenance etc. In addition, personnel can receive timely information via email by subscribing to the RAWs Newsletter. **<http://raws.fam.nwcg.gov/>**

Weather data from NFDRS RAWs must be archived on a daily basis in WIMS.

Weather station metadata: Metadata is information that defines the weather station location, name, site characteristics (slope, elevation, and aspect), contact information, data transmission, and many other attributes. Metadata is contained in the WIMS Station Catalog and in WFMI Weather module. Units need to ensure that metadata in WIMS and WFMI match (that is, WFMI and WIMS are not linked, so the information must be entered manually in both systems).

Weather station naming conventions:

- To ensure the continuity with historic records, the names of existing stations should not be changed without a good justification. Proposed name changes must have the concurrence of the BIA national fire weather program manager.

- New weather stations should be named after the nearest local geographic feature.
- Portable RAWS stations will use the following naming conventions: The Unit ID and the word "Port" followed by a sequential number. For example the portable RAWS at Crow Agency is named MTCRA_Port1, where "MTCRA" represents Crow Agency in Montana and "Port1" represents a unique number to identify the station. If another portable RAWS was deployed at Crow Agency, the name of that station would then be MTCRA_Port2. Portable stations should not be renamed when relocated on the unit or temporarily assigned to another unit.
- For weather data collection and archiving standards for NFDRS, refer to the NWCG Interagency Wildland Fire Weather Station Standards & Guidelines (PMS 426-3) publication and the WIMS Web Application User Guide.

When any station (i.e. including portable stations), is to be moved to a different location, the LPOC must notify the BLM RAWS Depot Help Desk (208-387-5475) before the station is shut down. Following the relocation, the LPOC must provide the Help Desk with the new location information and the time of reactivation.

Station identifiers:

- When a station identifier is needed, contact the contact the BIA national fire weather program manager (208-387-5558), who will coordinate the request with the appropriate entities, including the GACC Predictive Services staff.
- For a National Environmental Satellite, Data, and Information Service (NESDIS) station identifier, the BIA national fire weather program manager will process the request through the BLM RAWS Depot Coordinator. Once assigned, a NESDIS number should not be changed for any station, unless that station is moved to a new location.
- The NWS station identifier number (such as 230612) for new RAWS will be obtained from the NWS office for the county the RAWS is located in, and is only needed for permanent NFDRS stations.

APPENDIX 3-1
Interagency FMP Template
April 9, 2009

Federal wildland fire policy requires that every area with burnable vegetation must have a fire management plan (FMP). Fires in areas without approved FMP's must be suppressed. Each plan will be based on the area's approved land management plan; in the absence of such a plan, the FMP may stand alone. Wildland fire management planning activities and program components (e.g., fuels management, initial response, etc.) for each agency will be coordinated across administrative boundaries.

Purpose of an FMP - The fire management planning process and requirements may differ among agencies. However, for the following federal agencies, USFS, BIA, BLM, FWS and the NPS, a common purpose of a fire management plan is to provide decision support to aid managers in making informed decisions on the management of wildland fires. The FMP includes a concise summary of information organized by individual fire management unit (FMU) or grouping of FMU's.

In addition, for the DOI agencies (BIA, NPS, FWS and BLM), the FMP contains strategic and operational elements that describe how to manage applicable fire program components such as: response to unplanned ignitions, hazardous fuels and vegetation management, burned area emergency stabilization and rehabilitation, prevention, community interactions and collaborative partnerships roles, and monitoring and evaluation programs. The Forest Service will have related information in separate fire management reference documents.

Each FMP will evolve over time as new information becomes available, conditions change on the ground and/or changes are made to land/resource management plans.

Purpose of the Interagency Fire Management Template -

The purpose of the interagency fire management plan template is to provide a framework to facilitate cooperation across administrative boundaries. This template provides the minimum standard for FMP structure and content. The FMP has differing audiences and detail depending upon program complexities, agency need and direction. This template is designed to incorporate agency flexibility. Each agency may expand on this common template to meet agency specific needs, and that agency's approved template will dictate the final requirements for a unit's FMP.

All agencies are required to use Chapters 1, 2, and 3 with the major headings below (in bold). DOI agencies are required to also use Chapters 4 and 5, and may opt to add additional chapters or sections if deemed necessary.

1. Introduction

The intent of this Chapter is to introduce the reader to the area covered by the FMP.

- State the reasons for developing the FMP.
- Provide a general description of location of the area covered by the FMP with vicinity map and agencies involved.
- Briefly describe land ownership, significant resources, mission or direction for the area and different management designations (e.g. wilderness, timber harvest areas, research natural areas, cultural/religious areas, habitat management areas) for agencies participating in the planning effort.

2. Policy, Land Management Planning and Partnerships

The intent of this Chapter is to establish the linkage between higher level planning documents, legislation and policies and the actions described in the document.

2.1 Fire Policy

Identify sources of guidance and direction that relate to actions described in the FMP.

These may include:

- National interagency and departmental policy (e.g. National Fire Plan, Departmental manuals),
- Agency specific policies (e.g. Handbooks, Manuals, Direction, strategic plans),
- Unit specific policies (e.g. tribal direction, unit specific CFRs), and

- Compliance and authorities (e.g. National Environmental Policy Act (NEPA), National Historic Preservation Act (NHPA), Endangered Species Act (ESA) and any programmatic agreements involved).

2.2 Land/Resource Management Planning (LMP)

Identify documents that relate to the area covered by the FMP including interagency efforts.

Examples include:

- Land management plans
- Habitat management plans
- Resource management plans
- Forest management plans
- Comprehensive conservation plans
- Regional management plans such as the Northwest Forest Plan

2.3 Partnerships

Identify any internal and external fire management partnerships or planning teams that helped you develop this FMP. This information documents the level of cooperation occurring.

Examples include:

- Interagency planning teams (e.g. local groups that share boundaries, FPA partners),
- Non-federal agencies/departments,
- Tribal government, and
- Internal interdisciplinary planning teams.

3. Fire Management Unit Characteristics

This chapter is split into two sections. The first section, (Section 3.1), deals with information common to the entire planning area. The second section, (Section 3.2), contains information unique to individual FMU's. Sections 3.1 and 3.2 must be used together for a complete representation of FMU characteristics and management (see NWCG glossary for the definition of FMU).

The primary purpose of developing FMU's in fire management planning is to assist in organizing information in complex landscapes. The process of creating FMUs divides the landscape into smaller geographic areas to more easily describe physical, biological, and social characteristics, and depict associated planning guidance based on these characteristics. The information contained in these sections may be used for incident decision support (e.g., WFDSS), and incident management.

If possible, FMU's should be developed through interagency efforts and interactions consistent with each unit's land management objectives to facilitate cooperative fire management across boundaries.

As an FMP is being written, local planners will determine the amount of detail to be included in the area-wide considerations section (3.1) versus the detailed FMU section (3.2). For example, an area of low complexity may have most or all of the information outlined in the area-wide section (3.1), and little additional information outlined in the individual FMU section (3.2). Conversely, large complex landscapes may have few common characteristics and considerations between FMU's, and may have most information contained in the FMU specific sections.

3.1. Area-wide Management Considerations

The intent of this section is to document overall wildland fire management program guidance and characteristics common to all FMU's. Section 3.2 provides opportunity to discuss FMU specific characteristics.

- a. Describe fire management related goals, objectives, standards, guidelines, and/or desired future conditions as found in the appropriate LMP(s) that apply across all FMU's. Include fire management related goals that may come from non-fire program areas within the LMP or other planning documents.

Examples of these goals, objectives, standards, guidelines, and desired conditions are:

- firefighter and public safety,
 - using fire to restore ecosystem health,
 - response to unplanned ignitions,
 - management actions that will be implemented to ensure cost effectiveness of the fire management program,
 - desired plant community composition and structure, and
 - constraints common to all FMUs (e.g. restrictions on retardant use, preventing spread of invasive species through washing of vehicles).
- b. Identify area-wide guidance, such as regional initiatives that contain additional fire management goals or objectives (e.g. sage grouse strategies).
- c. Describe common characteristics (e.g., topography, fuels, prevailing winds) that may occur across all FMUs.

3.2 Fire Management Unit - Specific Descriptions

The intent of this section is to describe the unique characteristics of each FMU. The organization within this section is at the discretion of the agency. It should be made clear and noted in this section that information contained in 3.1 is applicable and additive to information contained in 3.2. The purpose of the notice would be to alert the reader/user that the following FMU information may not stand-alone.

FMU characteristics must be described. Examples are:

- a. physical and biological description of FMU (e.g. topographic features, fuel types, special conditions that may result in extreme fire behavior, access, Fire Regime Condition Class (FRCC), high value concerns, special areas),
- b. jurisdictional boundaries (e.g. adjacent or intermingled federal, private, tribal, state, county ownership),

- c. communities and other values at risk within and adjacent to FMU, and
- d. fire behavior and weather descriptions (e.g. Energy Release Component (ERC) tables, past fire behavior and perimeter histories, control problems).

FMU management guidance must be described. Examples are:

- a. FMU specific objectives (e.g. response objectives, fire intensity levels, fire frequency concerns),
- b. FMU specific desired conditions (e.g. desired vegetation conditions),
- c. description of approved wildland fire management strategies, (use of wildland fire to achieve resource benefits and fuels treatments such as prescribed fire, mechanical or other treatments),
- d. potential size and scope of vegetation treatments to meet both fire and land management goals,
- e. FMU specific guidelines, constraints, or mitigation considerations (e.g. Minimum Impact Suppression Techniques (MIST), minimum suppression in special areas, retardant or chemical limitations, etc.),
- f. Burned area emergency stabilization and rehabilitation considerations if applicable, for example:
 - emergency post-fire hydrological and geological concerns (e.g. potential for flash floods and debris flows),
 - values to be protected such as T&E species, cultural concerns, wilderness, areas of special concern, water quality, invasive species, infrastructure,
 - potential treatments which may include preapproved treatments from programmatic plans (e.g. site stabilization treatments, public warning systems, point protection, seeding, herbicide application),
 - allowable actions or local restrictions.

FMU safety considerations must be described. Examples are:

- a. gas lines,

- b. power lines,
- c. mine shafts,
- d. aviation hazards,
- e. restricted access due to hazards, and
- f. poisonous plants and venomous animals.

Detailed operational information may be contained in this section, or it may be placed in an appendix and referenced here. Examples include:

- a. permanent repeater locations, recommendations of successful temporary sites,
- b. radio frequencies,
- c. radio 'dead spots',
- d. communication plan,
- e. evacuation plan,
- f. water dip sites,
- g. helispots,
- h. RAWs,
- i. potential fire camp locations.

4. Wildland Fire Operational Guidance

This chapter applies to DOI agencies only. USFS guidance is available separately.

The intent of this chapter is to document the procedures used in the area covered by the FMP to implement the wildland fire management program. The following sections and subsections should be addressed in this chapter, or a reference should be cited where this information can be found (e.g. in an appendix).

4.1. Management of Unplanned Ignitions

Describe or reference program procedures that will be in place for planning for and responding to unplanned fires. Procedures to be included are dependent on local and interagency needs.

4.1.1 Preparedness

Examples include:

- preparedness (including training, qualifications, readiness, detection and aviation),
- cooperative or mutual aid fire management agreements,
- cost apportionment agreements,
- protection agreements,
- cross-boundary fire agreements,
- size up, initial response and extended response procedures,
- records management,
- pre-planning and data acquisition for incident decision support processes and tools (e.g., WFDSS), and;
- public interaction (e.g. information plans, Community Wildfire Protection Plans (CWPPs) or equivalent).

4.1.2 Incident Management

Examples include:

- Dispatching or obtaining resources (e.g. interagency dispatch centers, interagency teams, MAC groups),
- prioritizing allocation of resources,
- use of decision support tools (e.g. WFDSS, Farsite, Rapid Assessment of Values At Risk (RAVAR), etc.),

- processes for complying with regulatory requirements (e.g. smoke management, State Historic Preservation Office (SHPO), ESA),
- fire reporting requirements (forms such as 209s, 1202s, and updating systems of record such as Wildland Fire Management Information (WFMI) and Fire Management Information System (FMIS), and process for addressing suppression activity damage such as repairing firelines, camp clean up and stabilization, and other related damage needing immediate repair that are a direct result of fire management operations.

4.1.3 Emergency Stabilization

Immediate post wildfire actions needed to minimize the threat to life and health and prevent unacceptable degradation to natural and cultural resources (see *Interagency Burned Area Emergency Response Guidebook*).

Examples include:

- Planning and burned area assessments (anticipated data and technical specialists needed),
- Anticipated post-wildfire issues and values to be protected,
- Treatment maintenance and monitoring, and
- Reporting requirements (accomplishment reports and NFPORS).

4.2. Burned Area Rehabilitation

Describe or reference applicable post-wildfire burned area rehabilitation (BAR) actions to repair or improve wildfire damaged lands unlikely to recover naturally or minor facilities damaged by the fire. Use the Departmental Manual (620 DM 3) and agency-specific direction for guidance. Also see *Interagency Burned Area Rehabilitation Guidebook*. Note that specific approved BAR treatments (i.e. three year plan) and constraints and recommendations are contained within either the area-wide (Section 3.1) or specific (Section 3.2) FMU descriptions.

Examples include:

- BAR planning requirements (e.g. technical specialists needed, time-lines, data needs, etc),

- process and thresholds for determining ES and BAR teams,
- regional coordinator contact information,
- local resource specialist positions that may assist the teams,
- anticipated post-wildfire rehabilitation issues,
- standardized monitoring protocols,
- requirements for planning,
- funding processes,
- reporting requirements (accomplishment reports and NFPORS),
- Native American consultation,
- Endangered Species Act Consultation,
- National Environmental Policy Act (NEPA), and
- Public information and public concerns.

4.3. Management of Planned Fuels Treatments

Describe or reference planning and implementation processes for fuels treatments by mechanical, chemical, biological or prescribed fire methods. Procedures to be included are dependent on local needs.

Examples include:

- processes to identify and prioritize fuels treatments (e.g. consultations with communities, use CWPPs, interdisciplinary teams, risk assessments and mitigation plans),
- procedures for implementing prescribed fire (e.g. requirements for development of burn plan, responsibilities for preparing and approving prescribed fires, requirements for safety, qualifications, interagency prescribed fire guidance),
- procedures for planning, preparing and implementing non-fire treatments,

- process for complying with regulatory requirements (e.g. NEPA, smoke, SHPO, ESA),
- treatment effects monitoring description,
- reporting requirements (NFORS) and agency specific systems,
- fuels committees or local coordinating or special interest groups, and
- funding processes.

4.4. Prevention, Mitigation and Education

Describe or reference wildland fire prevention, education, and mitigation strategies. Procedures to be included are dependent on local agency needs.

Examples include:

- human caused ignition patterns and problems,
- fire investigation policies and procedures,
- closures/restricted access process,
- burn permit systems,
- law enforcement operating procedures and agreements,
- community involvement,
- Firewise,
- annual meetings with public, other agencies and local fire districts,
- education programs,
- community grant programs and assistance,
- CWPPs,
- Memorandum of Understanding (MOU),

- funding processes, and
- reporting requirements.

5. Monitoring and Evaluation

This chapter applies to DOI agencies only. Forest Service guidance is available separately.

The intent of this chapter is to document processes for determining whether the FMP is being implemented as planned and fire-related goals and objectives are being achieved. Information obtained from monitoring and evaluations is used to update the FMP and land management plans.

Describe monitoring processes that will be used to measure achievement of FMP objectives. Procedures to be included are dependent on local agency needs.

Processes may include:

- fire and non-fire treatment effects monitoring including broader scale long-term monitoring based on fire and land management objectives,
- collaboration with other disciplines for monitoring broader resource management objectives,
- information on annual performance (e.g. annual targets), and
- annual process to review and/or update the FMP, including triggers for major revisions.

Glossary

Use NWCG on-line glossary for common terms. Include full definition and references for agency or unit specific terminology.

References Cited (as appropriate)

Appendices – Optional