Appendix M

Trespass Fire Guidelines

United States Department of Agriculture **Forest Service** **Francis Marion & Sumter National Forests** **4931 Broad River Road Columbia, SC 29212-3530 (803)561-4000**

File Code: 5130/6530 **Date:** March 15, 2004
Route To:

Subject: Trespass Fire Policy

To: District Rangers

In November 2002, the Forest Leadership Team reviewed and affirmed our policy concerning trespass fire. Our policy is to take aggressive action to collect costs arising from fire trespass where the responsible party has criminal intent or is negligent.

A law enforcement investigation will be the basis for initiating any trespass fire cost collection. If law enforcement issues a citation to the responsible person or persons, a bill for collection will be issued. If law enforcement has identified the responsible party but does not issue a citation, a Forest panel will review the case. The review panel will make a recommendation to the Forest Supervisor as to whether the responsible party should be held liable for the costs. The panel may also make a recommendation concerning the amount of liability. A letter of warning may be issued to the responsible party if they are not held financially liable.

In situations where we incur costs when a fire is burning on adjacent private lands, but does not reach National Forest System lands, we will not collect suppression costs from the responsible party.

The remainder of this memo and the attached flow chart outline the process.

Preparing Fire Trespass Bill for Collection

1) The District Ranger is responsible for preparing and submitting the initial bill for collection, along with all the supporting documentation, to the Forest Fire, Lands and Minerals (FLM) Staff Officer for review and processing.

- The bill for collection will include all appropriate fire suppression costs through the time of **fire containment** (end of shift), and may include damages to National Forest resources or property as well as other costs.
- Appropriate fire suppression costs to be included in a bill are those set forth in FSH 6509.11h, section 21.11c.
- Further direction on damages to resources and property is described in FSH 6509.11h, section 21.12

2) The Forest Fire Management Officer (FMO) and Budget and Finance (B&F) Officer will review the bill for appropriate charges and adequate documentation.

3) The final bill for collection is prepared by B&F.

4) The Public Affairs Officer is notified of the case.

5) The Forest Supervisor approves final bill.

6) The District Ranger will make a personal contact with the responsible party prior to sending the bill.

7) A prevention message and/or news release may be issued.

Documentation

Good supporting documentation is essential prior to preparing a bill for review and submittal to the responsible party. At a minimum, the following documentation should accompany any bill submitted for review by the District Ranger:

- FS-5100-29 Individual Fire Report
- Incident Dispatch Card
- Transaction Registers with costs highlighted
- An itemized list of the costs to be included in the bill
- Accurate map of the fire perimeter with NF boundary, private property and fire point of origin identified
- Acreage calculation
- Law Enforcement Report and/or Violation Notice

If resource and/or property damages are to be included in the bill, there should be supporting documentation identifying these damages and how values have been determined (see FSH 6509.11, section21.12c).

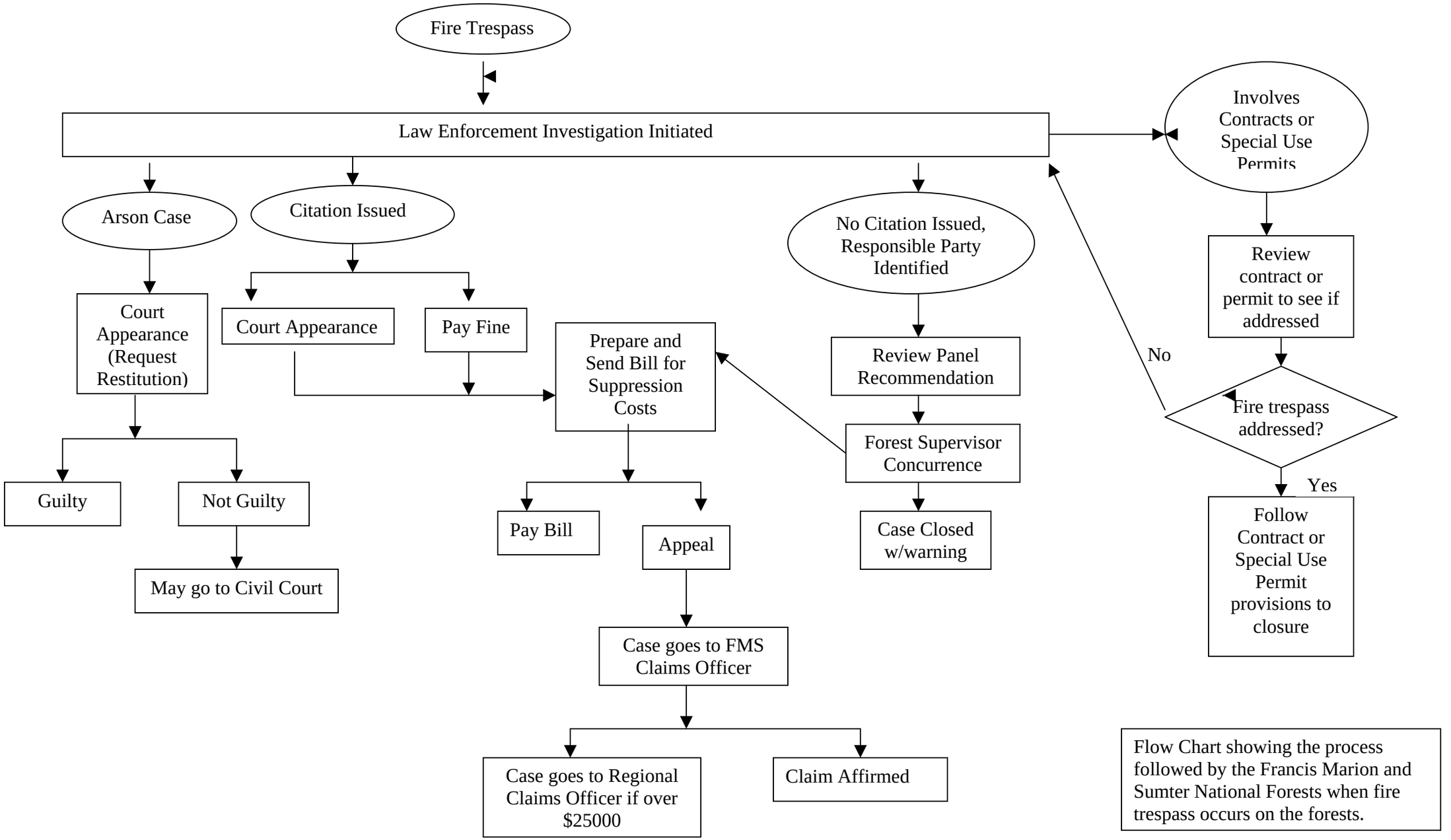
Review Panel

At a minimum, the review panel will include the District Ranger, Incident Commander or District FMO, and FLM Staff Officer or Forest FMO. Other support staff such as a law enforcement officer or B&F representative may be included as needed.

Any questions concerning implementation of this policy should be directed to the Fire, Lands and Minerals Staff Officer.

/s/ Jerome Thomas
JEROME THOMAS
Forest Supervisor

cc: Andy Sadler, Claudette R Bryant, Charlie Kerr, FMS Staff Officers, District Fire Program Mgrs



Flow Chart showing the process followed by the Francis Marion and Sumter National Forests when fire trespass occurs on the forests.

Appendix N

Process for Prescribed Fire Variances

United States Department of Agriculture **Forest Service** **Southern Region** **1720 Peachtree Road, NW Atlanta, Georgia 30309**

File Code: 5140 **Date:**
Route To: (5140)

Subject: Process for Prescribed Fire Variances from Regional Parameters

To: Directors, Forest Supervisors, District Rangers, Experiment Station Directors

OPTIONAL REPLY DUE NOVEMBER 21, 2003

DRAFT

For many years National, Regional, and local prescribed fire parameters have been in place to guide our prescribed fire program and reduce the risk of a catastrophic escape. Over this period of time our forests have led the nation in prescribed fire accomplishments and are to be commended.

In rare situations or unusual circumstances a Regional Parameter may unnecessarily impact our ability to conduct prescribed fire operations without good reason. To address this situation a process is under development to allow requests for a variance from a Regional prescribed fire parameter. Please review the attached draft process document and provide suggestions or feedback to Dan Olsen, Assistant Director for Fire Planning and Fuels Management. He can be reached at 404-347-2347.

Once finalized, requests for variances or exceptions to Regional Prescribed Fire parameters should follow the process being described. Exceptions should not be last minute requests, but rather be based upon an analysis of historic weather conditions and burn unit properties, such as location, topography, special conditions, special goals or purpose outside of the norm, or other exceptional need outside of or beyond normal prescribed burning conditions.

Requests should be formulated by individuals with fire qualifications and experience commensurate with a Type 1 Burn Boss.

ROBERT T. JACOBS
Regional Forester

Draft

Process to Request a Variance or Exception from Regional Prescribed Burn Parameters

Background

Prescribed fire parameters were established to ensure prescribed fire operations are conducted in a safe manner, and that the risk and frequency of escaped fires with catastrophic consequences is minimized. These parameters limit the use of prescribed fire during dangerous periods of drought, extreme burning conditions, extreme fire occurrence, or when conditions are not conducive to smoke management objectives. It must be recognized that National, Regional, and Forest prescribed fire parameters have been in place for many years, during which time our forests have led the nation in prescribed fire accomplishments.

Current Regional Parameters

1) Smoke Dispersion

Transport Wind Speed Meters/Second	Mixing Height Minimum Meters
3.0	850
3.1	790
3.2	740
3.3	700
3.4	660
3.5	630
3.6	600
3.7	570
3.8	550
3.9	520
4.0	500

2) 10 Hour Fuel Moisture no less than 7% (no less than 9% under canopy)
3) Wind speed no more than 18mph
4) Night burning predicted Rh no more than 79%
5) No unmitigated smoke sensitive targets within predicted plume impact area
6) No prescribed fire without Agency Administrator approval during periods of high preparedness, such as Regional or National PL4 or PL5 levels. (Note: This is an operational parameter whereby a case-by-case waiver can be requested without the thorough analysis described herein.)

Rationale for Requesting a Waiver

The case for requesting a waiver for a Regional prescribed fire parameter must be based upon a thorough analysis of site-specific conditions as they relate to burn objectives. The management risks and associated consequences of not conducting the

treatment outside of regional parameters should be the driving rationale for requesting a waiver.

Management actions leading to the request

In situations where fire management recognizes a longstanding and frequent issue, generally localized to one portion of the district or a particular situation, they should analyze the situation to determine if the problem is real or perceived. To accomplish this task an analysis of burn days available currently (with the existing parameter) should be conducted. If an analysis reveals that a situation is inconvenient, however there are still plenty of acceptable weather days this particular unit could be burned, no waiver should be necessary. In contrast, if following an analysis it is determined that a Regional Parameter severely limits a unit's ability to accomplish fuel reduction goals, a waiver can be requested. Waivers are to be requested well in advance of any prescribed fire project and will not be considered for approval on the day of the burn.

Example 1:

The goals and objectives of the burn call for stand replacing fire behavior and FBAN analysis shows that Regional Rh limits would not allow a burn to occur with the intensity needed for a stand replacement fire. In this case, the forest would make a case for a waiver for stand replacement burns on a particular district or site(s) to allow firing outside of Regional Rh thresholds.

Example 2:

One burn area on the forest meets air dispersion requirements for 99% of the area, however one unpopulated and unroaded knob rises high enough to routinely exceed minimum mixing height parameters. An analysis shows that more than half of the burning days are lost due to this situation, which is unfortunate, since no one would be affected by smoke due to the knob.

Process for requesting a waiver

The request must include:

- Specific goals and objectives of the burn
- Management risks and consequences of not approving the waiver
- Site specific analysis of expected results in relation to goals
- Climatological analysis of the probabilities of occurrence of the desired weather or climate conditions
- FBAN predicted fire behavior
- Completed risk analysis
- Mitigation to be conducted
- Contingency Plans

Requests for a waiver should be addressed to the Director of Fire and Aviation.

Appendix O

Prevention Team

United States Department of Agriculture | **Forest Service** | **Francis Marion and Sumter National Forests** | **4931 Broad River Road Columbia, SC 29212-3530**

File Code: 5120 **Date:** April 2, 2004
Route To:

Subject: Delegation of Authority

To: Rich Olsen, Team Leader

You are designated as team leader for the National Fire Prevention Education Team (NFPT) assigned to work on the Witherbee/Wambaw Ranger District of the Francis Marion National Forest. As the team leader, you will have authority and responsibility to carry out the delegated duties on the Francis Marion National Forest.

The following individuals are the agency contacts for the duration of the NFPT activities under this delegation:

1. Orlando Sutton, District Ranger, 843-336-3248.
2. Stephanie Johnson, Forest PAO, 803-561-4091.
3. Steve Wells, Fire Staff Officer, 803-561-4061.
4. Charlie Kerr, Fire Management Officer, 803-561-4054.
5. Calvin Bailey, South Carolina Forestry Commission, 843-538-3708.

These people will be the primary contacts for assistance to the NFPT. They will:

- Identify key public contacts and cooperators including Sheriffs, County Officials, and other elected officials at the county, state, and federal levels.
- Provide other reports (e.g. McCourt Report), maps, and documents that may be of help to the Team.
- Help arrange media contacts.
- Help with logistics and other operating needs
- Assist with any public meetings, if warranted.
- Review media releases, posters, publications, and other communications to ensure consistency with agency requirements.
- District Ranger, Orlando Sutton will provide assistance with financial matters.

The Francis Marion National Forest has had a history of many human caused fires on a year round basis. Most of these have been by arson. This current fire season most of the human

caused fires are the result of escaped debris and prescribed fire from private lands. Several of these fires were classified as large fires.

The NFPT Duties include:

1. Coordinating closely with District Ranger Orlando Sutton on all costs related to the Team assignment, including purchasing and expenditures related to this assignment. An initial cost cap of $50,000 has been established. This cap can be re-visited if necessary.
2. Coordinating closely with PAO Stephanie Johnson on all media, public and print contacts.
3. Keeping Calvin Bailey informed of actions involving the media and public meetings. This will be done after coordination with Stephanie Johnson.
4. Keeping Francis Marion National Forest Law Enforcement Officers informed of prevention plans and actions. Contact numbers to be provided.
5. Conducting all prevention and education programs with sensitivity to the feelings of our good neighbors, some of whom may have been in trespass with their fires.

The objectives for the NFPT are:

1. Prioritize locations for fire prevention education efforts
2. Working with local contacts, identify key community leaders to begin the education process.
3. Design and implement prevention education programs to address the risk of human caused fires.
4. Develop and include fire education messages with fire information, mitigation, and prevention messages and programs. Including, where the potentially affected interests will have an understanding of the seriousness of the fire problem on National Forest System lands and the surrounding forest area.
5. Make obvious that arson is a crime and has serious consequences.

6. Promote fire hazard mitigation as a means to prevent losses in the event of wildfire.
7. Educate the public of their responsibilities for fires escaping from their property onto federal lands.
8. Communicate and interpret fire restrictions, bans and closures to relevant public segments.
9. Document NFPT efforts and prepare a report to be submitted at the end of the assignment describing prevention education efforts and effects.

Work of the NFPT will be conducted with efficiency and effectiveness with an emphasis on personal safety of team members and the public. All federal, state, and local laws, regulations and ordinances will be adhered to.

/s/ Jerome Thomas
JEROME THOMAS
Forest Supervisor

/s/ Rich Olsen
RICH OLSEN
NFPT Leader

Fire Prevention Education Team Assignment Evaluation

Team Leader: Location:

Assignment:

1.	Did the Team accomplish the objectives described in the Team Agreement and the Agency Administrator Briefing (if available)?	☐Yes ☐No
2.	Was the Team cost effective in their management of the assignment?	☐Yes ☐No
3.	Was the Team sensitive to resource limits and environmental concerns?	☐Yes ☐No
4.	Was the Team sensitive to political and social concerns?	☐Yes ☐No
5.	Was the Team professional in the manner in which they assumed management of the assignment, managed the total assignment and returned it to the hosting agency?	☐Yes ☐No
6.	Did the Team anticipate and respond to changing conditions in a timely and effective manner?	☐Yes ☐No
7.	Did the Team activate and manage the demobilization in a timely, cost-effective manner?	☐Yes ☐No
8.	Did the Team attempt to use local resources and trainees to the extent practical?	☐Yes ☐No
9.	Was the Team Leader an effective manager of the Team and its activities?	☐Yes ☐No
10.	Was the Team Leader obviously in charge of the Team and incident? Was the Team Leader performing a leadership role?	☐Yes ☐No
11.	Was the Team Leader aggressive in assuming responsibility for the assignment and initiating appropriate action?	☐Yes ☐No
12.	Did the Team Leader express a sincere concern and empathy for the hosting unit and local conditions?	☐Yes ☐No
13.	Other comments:	

_____ _____

Agency Administrator or Agency Representative Date

_____ _____

Team Leader Date

HOST UNIT

AND

WILDLAND FIRE PREVENTION/EDUCATION TEAM (WFPE)

INTERACTION GUIDE

TABLE OF CONTENTS

HOST UNIT
AND
WILDLAND FIRE PREVENTION and EDUCATION TEAM
INTERACTION GUIDE

The purpose of this guide is to facilitate the interaction between units requesting Wildland Fire Prevention/Education (WFPE) Team support and the team as it relates to the different aspects of business and finance.

OBJECTIVE:

The Wildland Fire Prevention and Education Team supports geographical fire prevention and wildland fire prevention and educational needs preceding and during periods of high wildland fire danger or prescribed fire activity.

The team's purpose is to reinforce local fire prevention/education resources and to bring special prevention/education planning, logistics, and operations expertise to bear in larger, complex severity situations that exceed the capabilities of local organizations. Their roles in fire prevention/education are similar to the roles of Type I and Type II Incident Management Teams in large and complex incident management situations.

The agreement that authorizes and supports the use of teams is the master agreement between the United States Department of Interior and the United States Department of Agriculture. A copy of the agreement is found in the National Interagency Mobilization Guide, NFES 2092, Chapter 40. In addition to these Departments, the 2001 Federal Wildland Fire Management Policy contains recommendations to interact with other Departments and Cooperators broadening the potential use of Prevention/Education teams.

Mobilization procedures for teams can be found in the National Interagency Mobilization Guide:

Chapter 20, Section 22.9.10.

Chapter 7, Preparedness Level Action Items, Severity Fund Guidance – Fire Prevention Team Request

Chapter 7, Wildland Fire Mitigation/Education

WILDLAND FIRE PREVENTION/EDUCATION TEAM INTERACTIONS

HOST UNIT RESPONSIBILITIES

- Determine need for a wildland fire prevention/education team
  - Severe burning conditions
  - Unusually high fire occurrence
  - Heavy resource commitment
  - Preparedness Level II
  - Wildland/urban interface issues

- The host unit will provide:

  - Team leader with an approved Delegation of Authority
  - Source, type, and amount of funds for use by the team
  - Initial briefing to the team leader and team members as to purpose of requesting the team, objectives, and expectations
  - Communication with local unit personnel of the prevention/education team's goals and objectives
  - A liaison representing the Agency Administrator to the team leader
  - Contact names and telephone numbers of key contacts:
    - Public information officer
    - Cooperators
    - Local media
    - Financial contact
    - Procurement contact
    - Computer support
    - Incident Management Team information officer (if applicable)
  - Agency documentation and cost tracking requirements
  - A copy of unit's service and supply plan
  - A copy of unit's incident business guidelines
  - Office space, with desks, chairs and operating equipment
  - Telephones
  - Access to a copy machine and copy paper
  - Connections for personal computers and printers
  - Facsimile
  - Office Supplies
  - Transportation, as need to support team activities

HOST UNIT EXPECTATIONS

- Wildland Fire Prevention/Education (WFPE) Team operations are conducted safely
- Interactions between WFPE Team and host unit are to be professional and cooperative
- WFPE Team members are to operate within the scope of all laws, regulations, and policies relative to the operations, including fiscal
- WFPE Team members are to communicate with Agency Administrator or their designate as necessary
- Host unit will provide initial briefing to the team leader and team members as to purpose of requesting the team, objectives, and expectations
- Host unit will communicate to the local unit personnel the prevention/education team's goals and objectives to create an open line of communications with the team while it is assigned to the unit
- Provide copy of the unit's incident business guidelines to the team leader
- Review all plans developed prior to implementation
- Provide funding considerations for implementation of materials required to meet the assigned objectives

PREVENTION/EDUCATION TEAM RESPONSIBILITIES

- WFPE Team operations are conducted safely
- Team leader reports to the host unit
- Establish a liaison role with the various fire protection agencies – federal, state, and local
- Obtain approvals and authority to implement the fire prevention effort area wide
- Obtain copies of host unit's service and supply plan, incident business guidelines, and key contact names and telephone numbers
- Obtain briefing from host unit and determine level of support that will be provided as well as office work area available
- Maintain contacts with agency administrative and procurement personnel to ensure fiscal integrity
- Develop area-wide prevention strategies based on fire protection assessment and evaluation of communication behavior and information needs of population demographics
- Develop and procure prevention products for use by the team and host unit
- Maintain/promote interagency approach
- Promote responsibility for fire safety and encourage self-help actions in all handouts
- Leave documentations with host unit

- Report accomplishments
- Obtain action plan/local and national operational procedures, if available
- Identify agency issues, concerns, and barriers
- Identify barriers to an effective prevention program and offer solutions
- Leave positive solutions/suggestions for a sustainable program in fire prevention with area liaison
- Document all work on agency forms for inclusion in summary report
- Conduct organized exit interviews and information sharing based on documentation

WILDLAND FIRE PREVENTION/EDUCATION TEAM EXPECTATIONS – The team will be provided with the following:

- Information and documentation as source, type, and amount of funds for the assignment
- Initial briefing from the host unit that includes the purpose of requesting the team, objectives, and expectations
- Delegation of Authority
- Assurance that the host unit has communicated with local unit personnel of the prevention/education team's goals and detailed objectives and expectations from the team
- Telephone numbers for the Agency Administrator designated liaison
- Contact names and telephone numbers of key contacts:
    - Public information officer
    - Cooperators: federal, state, and local
    - Local media
    - Financial contact
    - Procurement contact
    - Computer support
    - Incident Management Team information officer (if applicable)

- A copy of unit's service and supply plan
- A copy of unit's incident business guidelines
- Office space, desks, telephones, copy machine access, computers and or connections, printers, and other office needs
- The opportunity to meet with agency representatives and cooperators to review proposed operating plans and strategies
- The opportunity to meet host unit personnel and interact with them in a professional and cooperative atmosphere
- Receive and understand host unit documentation and cost tracking requirements
- Receive exit briefing and performance review

WILDLAND FIRE PREVENTION/EDUCATION TEAM PROGRAM AREAS

FIRE PREVENTION ORGANIZATION

In order to organize a fire prevention education response to meet a wildland fire prevention objective, it is necessary to define an organizational structure. The basic fire prevention/education team consists of:

- Team Leader
- Fire Prevention Specialist
- Fire Prevention Team Member
- Public Affairs Officer

Other positions may be added, depending on the extent and complexity of the assignment. The requesting unit may perform some duties or one person on the team may cover multiple duties. Additional positions are:

- Agency Representative
- Finance Specialist
- Logistics Specialist
- Administrative Support
- Operations Specialist

POSITION DESCRIPTIONS

o Team Leader – provides overall fire prevention planning, implementation, evaluation, and monitoring of the area-wide interagency program. The team leader reports directly to the requesting unit and has a primary mission to serve as leader and liaison to the various fire prevention specialists in the area. This individual also maintains a liaison role for the various agencies, both federal and state levels in fire prevention.

o Fire Prevention Specialist – implements the fire prevention and education programs and activities. This is the key role for implementation of a fire prevention/education program and may consist of more than one person depending on the workload of the area. This person, or persons, reports and receives work assignments directly from the Team Leader or designate.

o Fire Prevention Team Member – works under the direction of an experienced fire prevention specialist. Applies basic fire prevention techniques and have a working knowledge of fire prevention as the incumbent carries out various assignments. Assignments are in support of the implementation of the prevention/education plan.

- Public Affairs Officer – provides overall coordination, implementation, and monitoring of the area-wide interagency fire prevention/education communication program while coordinating and assisting with the production of tangible products. The Public Affairs Officer reports to the Team Leader.

- Agency Representative – is assigned to a prevention team and may be from a cooperating or assisting agency. Works with the team leader in order to accomplish the mutually agreed upon mission and goals of the team.

- Finance Specialist – provides overall budget tracking coordination for the team, assisting in business management, clerical, travel, computer, timekeeping and purchasing.

- Logistics Specialist – provides for facilities, services, and materials in support of the team.

- Administrative Support – responsible for clerical and other administrative assistance.

- Operations Specialist – responsible for the management of all operations directly applicable to the primary mission.

FIRE PREVENTION ASSESSMENT

The two elements of assessment are the gathering of information and its evaluation. Wildland fire prevention programs are directed toward risks that pose the greatest potential for fires that will result in unacceptable damage or loss.

The assessment elements are:

- Gathering Information
  - Collect information from local agencies, groups, and individuals
  - Host unit will identify what and where the problem is
  - Fire statistics
  - Collect any existing prevention plans

- Evaluating Information
  - Assess the risk
  - Assess the hazard
  - Assess the Values
  - Fire occurrence evaluation

- Assessment Actions
    - Determine method(s) to treat the risk
    - Determine method(s) to treat the hazard
    - Determine what fire cause prevention actions should target

- Developing a Wildland Fire Prevention Plan
    - Analyzes the situation
    - Identifies the opportunities and problems facing wildland fire prevention
    - Identifies goals and actions required
    - Defines a prevention strategy
    - Includes a communication plan
    - Provides a contingency plan to deal with developments which would have an impact on the host unit

- Purpose of Wildland Fire Prevention Planning
    - The plan must produce results
    - The plan should enable the fire manager to exercise some control and discipline over the wildland fire prevention effort
    - The plan should communicate

- Wildland Fire Prevention Strategy – Two Categories
    - General Actions – include prevention activities that have application throughout the unit
    - Specific Actions – target a specific compartment or area and fire cause

- Presenting the Wildland Fire Prevention Plan
    - Create and follow an agenda
    - Clearly state purpose of the presentation
    - Limit objectives to no more than two at presentation
    - Obtain action or response in order to proceed to the next stage of planning

SOCIAL CONSIDERATIONS

The United States is a diverse country – geographically and demographically. The team will be sensitive to the local agency's existing programs and the many cultural differences in the region of operation.

The fire prevention/education team will gain awareness and understanding of local audiences and what, if any, prevention and education programs currently exist. Adaptation of current programs or creation of new ones to meet the situation should be tailored for the communication needs of the local audiences.

- Identifying Cultures and Lifestyles
    - Learn about the demographics of where the assignment is
    - Learn about the target audience

- Learning About a New Population
    - Host unit should assist with identifying target audience, cultural diversity, political considerations
    - Local Public Affairs Officer should assist
    - Identify sensitive issues
    - Be knowledgeable about the community when attending public meetings

MATERIALS

Support and reference materials are used to assist in developing a neighborhood, community, or residential fire prevention program. The host unit will provide guidelines and authority to produce and/or procure needed materials.

- Brochures/Pamphlets
- Videotapes
- Publications/Documents
- Wildland Fire Prevention Training Courses
- Targeted PSA's both audio and video
- On site visits for assessments

HOST UNIT
AND
PREVENTION/EDUCATION TEAM
INTERACTION GUIDE

APPENDICIES

APPENDIX 1

WILDLAND FIRE PREVENTION/EDUCATION TEAM CHECKLIST

- ☐ Develop area-wide prevention strategies, based on a fire protection assessment and evaluation of communication behavior and information needs of different segments of the population
- ☐ Develop talking points to ensure a unified message
- ☐ Develop prevention products for use
- ☐ Maintain/promote interagency approach (use of logos)
- ☐ Promote responsibility for fire safety and encourage self-help actions in all handouts
- ☐ Leave documentation with others
- ☐ Report accomplishments
- ☐ Action plan/local and national operational procedures, are they available?
- ☐ Assess the situation, gather information, and plan for the future
- ☐ Conduct organized exit interviews and information sharing based on documentation
- ☐ Identify agency issues, concerns, and barriers
- ☐ Planning barriers, statistical information, and policy available
- ☐ Leave positive solutions/suggestions for a sustainable program in fire prevention with area liaison
- ☐ Document all work on agency forms – all contacts, etc., for inclusion in summary report
- ☐ Identify barriers to an effective prevention program and offer solutions

APPENDIX 2

BRIEFING FOR INCOMING TEAM MEMBERS CHECKLIST

The orientation should be given by team leader or operations specialist, and, if possible, previous prevention specialist.

- ☐ Welcome
- ☐ Team mission, goals, objectives
- ☐ Team organization
- ☐ Orientation to office and introductions
- ☐ Ethics of time and money
- ☐ Area organization and management
- ☐ Upper level politics, cultural sensitivities, interagency concept
- ☐ Importance of documentation, e.g., conversation records, expenditures, activities
- ☐ Make contact with all agency representatives and all field going people (prevention and others) – provide a key contact list if possible
- ☐ Orientation packet
- ☐ Area Maps

APPENDIX 3

LIST OF REFERENCES

National Interagency Mobilization Guide, NFES 2092

Interagency Incident Business Management Handbook, NFES 2160

Federal Acquisition Regulations

Government Printing Office

Administratively Determined Pay Plan

Wildfire Prevention Analysis & Planning Guide, NIFC, BLM

Wildfire Prevention-Event Management Guide, NFES 1253

Introduction to Wildfire Prevention, P-101

NWCG Web Site (www.nwcg.gov)

NIFC Web Site (www.nifc.gov)

Participating on Wildland Fire Prevention/Education Teams Field Guide

National Wildland Fire Prevention/Education Team Member Training

National Wildland Fire Prevention/Education Team Leader Training

Standards for Fire and Aviation Operations 2003

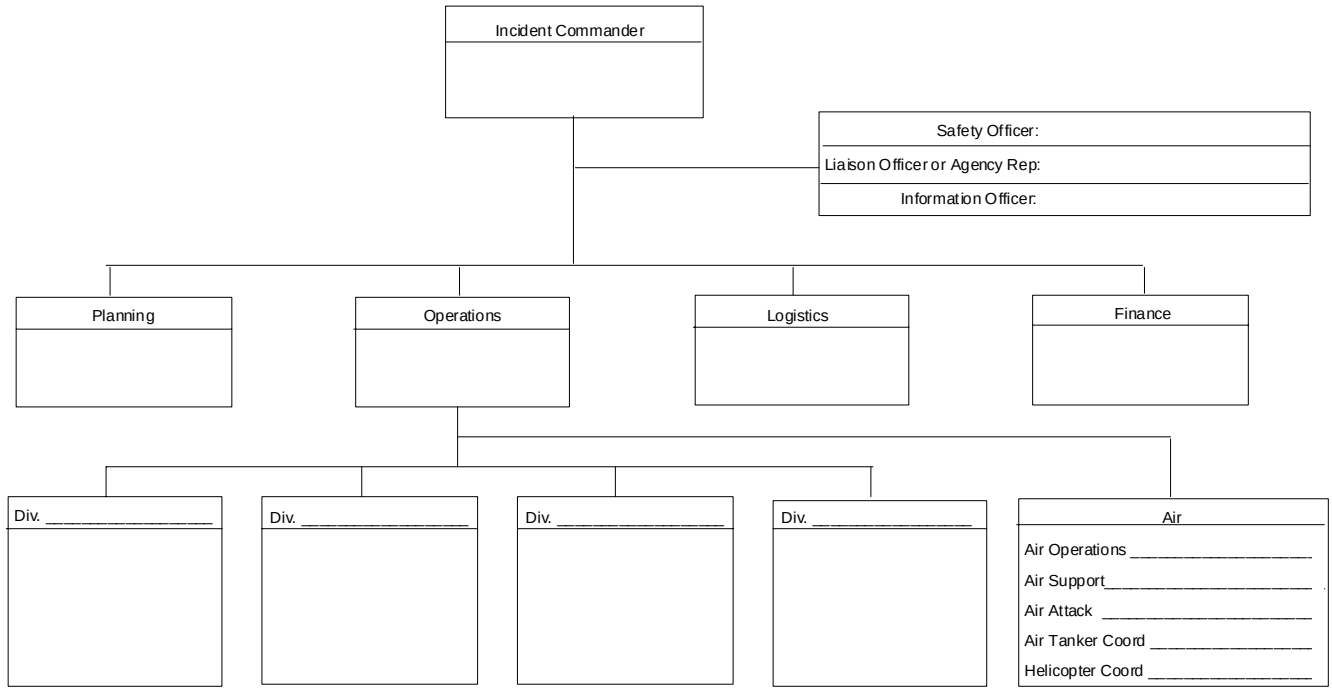
Appendix P

ICS Forms

INCIDENT BRIEFING	1. Incident Name	2. Date	3. Time

4. Map Sketch

5. Current Organization



Page 1 of	6. Prepared by (Name and Position)

6. Resources Summary			
Resources Ordered	Resource Identification	ETA On Scene	Location/Assignment

7. Summary of Current Actions

Page 2 of	

INCIDENT OBJECTIVES	1. Incident Name	2. Date	3. Time

4. Operational Period

5. General Control Objectives for the Incident (include alternatives)

6. Weather Forecast for Period

7. General Safety Message

8. Attachments (mark if attached)

- ☐ Organization List - ICS 203
- ☐ Div. Assignment Lists - ICS 204
- ☐ Communications Plan - ICS 205
- ☐ Medical Plan - ICS 206
- ☐ Incident Map
- ☐ Traffic Plan
- ☐ (0ther)
- ☐

9. Prepared by (Planning Section Chief)	10. Approved by (Incident Commander)

ORGANIZATION ASSIGNMENT LIST

1. Incident Name	
2. Date	3. Time
4. Operational Period	

Position	Name
5. Incident Commander and Staff	
Incident Commander	
Deputy	
Safety Officer	
Information Officer	
Liaison Offier	
6. Agency Representative	
Agency	Name
7. Planning Section	
Chief	
Deputy	
Resources Unit	
Situation Unit	
Documentation Unit	
Demobilization Unit	
Technical Specialists	
Human Resources	
Training	
8. Logistics Section	
Chief	
Deputy	
Supply Unit	
Facilities Unit	
Ground Support Unit	
Communications Unit	
Medical Unit	
Security Unit	
Food Unit	

9. Operations Section

Chief		
Deputy		
a. Branch I - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
b. Branch II - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
c. Branch III - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
d. Air Operations Branch		
Air Operations Branch Director		
Air Attack Supervisor		
Air Support Supervisor		
Helicopter Coordinator		
Air Tanker Coordinator		

10. Finance Section	
Chief	
Deputy	
Time Unit	
Procurement Unit	
Compensation/Claims Unit	
Cost Unit	

Prepared by (Resource Unit Leader)

DIVISION ASSIGNMENT LIST	1. Branch	2. Division/Group
3. Incident Name	4. Operational Period Date: Time:	

5. Operations Personnel			
Operations Chief		Division/Group Supervisor	
Branch Director		Air Attack Supervisor No.	

6. Resources Assigned this Period

Strike Team/Task Force/ Resource Designator	Leader	Number Persons	Trans. Needed	Drop Off PT./Time	Pick Up PT./Time

7. Control Operations

8. Special Instructions

9. Division/Group Communication Summary

Function	Frequency	System	Channel	Function	Frequency	System	Channel
Command		King NIFC		Logistics		King NIFC	
Tactical Div/Group		King NIFC		Air to Ground		King NIFC	

Prepared by (Resource Unit Leader)	Approved by (Planning Section Chief)	Date	Time

INCIDENT RADIO COMMUNICATIONS PLAN	1. Incident Name	2. Date/Time Prepared	3. Operational Period Date/Time

4. Basic Radio Channel Utilization

Radio Type/Cache	Channel	Function	Frequency/Tone	Assignment	Remarks
King NIFC					
King NIFC					
King NIFC					
King NIFC					
King NIFC					
King NIFC					
King NIFC					
King NIFC					

5. Prepared by (Communications Unit)

MEDICAL PLAN	1. Incident Name	2. Date Prepared	3. Time Prepared	4. Operational Period

5. Incident Medical Aid Station

Medical Aid Stations	Location	Paramedics Yes	Paramedics No

6. Transportation

A. Ambulance Services

Name	Address	Phone	Paramedics Yes	Paramedics No

B. Incident Ambulances

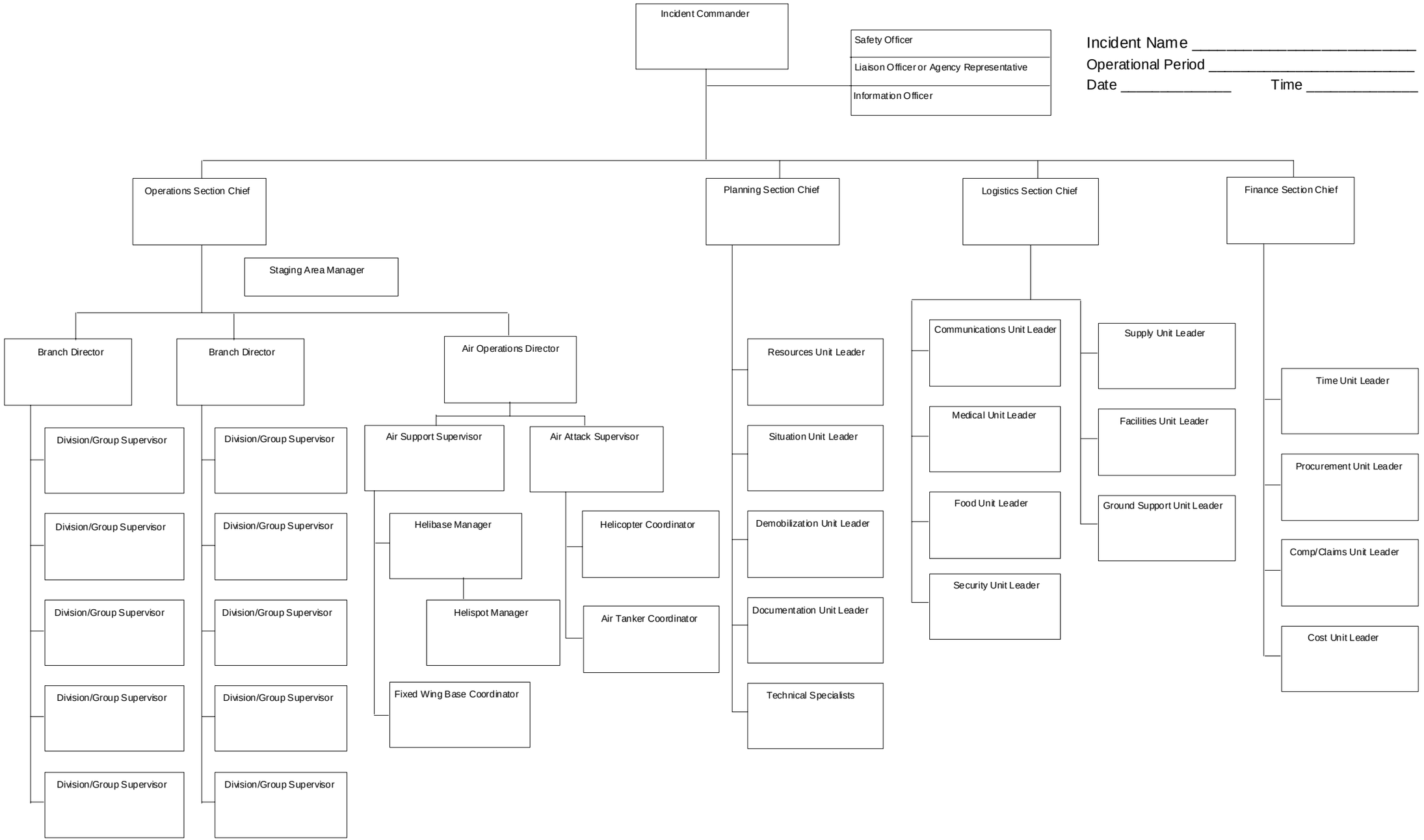
Name	Location	Paramedics Yes	Paramedics No

7. Hospitals

Name	Address	Travel Time Air	Travel Time Ground	Phone	Helipad Yes	Helipad No	Burn Center Yes	Burn Center No

8. Medical Emergency Procedures

Prepared by (Medical Unit Leader)	10. Reviewed by (Safety Officer)



ICS 207

NFES 1332

INCIDENT STATUS SUMMARY
FS-5100-11

1. Date/Time	2. Initial ☐ Update ☐ Final ☐	3. Incident Name	4. Incident Number

5. Incident Commander	6. Jurisdiction	7. County	8. Type Incident	9. Location	10. Started Date/Time

11. Cause	12. Area Involved	13. % Controlled	14. Expected Containment Date/Time	15. Estimated Controlled Date/Time	16. Declared Controlled Date/Time

17. Current Threat	18. Control Problems

19. Est. Loss	20. Est Savings	21. Injuries	Deaths	22. Line Built	23. Line to Build

24. Current Weather	25. Predicted Weather	26. Cost to Date	27. Est. Total Cost
WS Temp WD RH	WS Temp WD RH		

28. Agencies

29. Resources																						TOTALS	
Kind of Resource	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST	SR	ST
ENGINES																								
DOZERS																								
CREWS Number of Crews:																								
Number of Crew Personnel:																								
HELICOPTERS																								
AIR TANKERS																								
TRUCK COS.																								
RESCUE/MED.																								
WATER TENDERS																								
OVERHEAD PERSONNL																								
TOTAL PERSONNEL																								

30. Cooperating Agencies

31. Remarks

32. Prepared by	33. Approved by	34. Sent to: Date Time By

General Instructions

Completion of the Incident Status Summary will be as specified by Agency or municipality. Report by telephone, teletype, computer, or facsimile to the local Agency or municipality headquarters by 2100 hours daily on incidents as required by Agency or municipality (reports are normally required on life threatening situations, real property threatened or destroyed, high resource damage potential, and complex incidents that could have political ramifications). Normally, wildland agencies require a report on all Class D (100 acres plus) and larger incidents (unless primarily grass type in which case report Class E (300 acres or larger). The first summary will cover the period from the start of the incident to 2100 hour the first day of the incident, if at least four hours have elapsed; thereafter the summary will cover the 24 hour period ending at 1900 (this reporting time will enable compilation of reporting data and submission of report to local agency or municipality headquarters by 2100 hours) daily until incident is under control. Wildland fire agencies will send the summary to NIFC by 2400 hours Mountain Time.

1. Enter date and time report completed (mandatory).
2. Check appropriate space (mandatory).
3. Provide name given to incident by Incident Commander or Agency (mandatory).
4. Enter number assigned to incident by Agency (mandatory).
5. Enter first initial and last name of Incident Commander (optional).
6. Enter Agency or Municipality (mandatory).
7. Enter County where incident is occurring (optional).
8. Enter type of incident, e.g. wildland fire (enter fuel type), structure fire, hazardous chemical spill, etc. (mandatory).
9. Enter legal description and general location. Use remarks for additional date if necessary (mandatory).
10. Enter date and zulu time incident started (mandatory - maximum of six characters for date and four characters for time).
11. Enter specific cause or under investigation (mandatory).
12. Enter area involved, e.g. 50 acres, top three floors of building, etc. (mandatory).
13. Enter estimate of percent of containment (mandatory).
14. Enter estimate of date and time of total containment (mandatory).
15. Enter estimated date and time of control (mandatory).
16. Enter actual date and time fire was declared controlled (mandatory).
17. Report significant threat to structures, watershed, timber, wildlife habitat or other valuable resources (mandatory).
18. Enter control problems, e.g. accessibility, fuels, rocky terrain, high winds, structures (mandatory).
19. Enter estimated dollar value of total damage to date. Include structures, watershed, timber, etc. Be specific in remarks (mandatory).
20. Enter estimate of values saved as result of all suppression efforts (optional).
21. Enter any serious injuries or deaths which have occurred since the last report. Be specific in remarks (mandatory).
22. Indicate the extent of line completed by chains or other units of measurement (optional).
23. Indicate line to be consturcted by chains or other units of measurement (optional).
24. Indicate current weather conditions at the incident (mandatory).
25. Indicate predicted weather conditions for the next operational period (mandatory).
26. Provide total incident cost ot date (optional).
27. Provide estimated total cost for entire incident (optional).
28. List agencies which have resources assigned to the incident (mandatory).
29. Enter resource information under appropriate Agency column by singe resource or stike team (mandatory).
30. List by name those agencies which are providing support (e.g. Salvation Army, Red Cross, Law Enforcement, National Weather Service, etc. mandatory).
31. The Remarks space can be used to (1) list additional resources not covered in Section 28/29; (2) provide more information on location; (3) enter additional information regarding threat control problems, anticipated release or demobilization, etc.(mandatory).
32. This will normally be the Incident Situation Status Unit Leader (mandatory).
33. This will normally be the Incident Planning Section Chief (mandatory).
34. The ID of the Agency entering the report will be entered (optional).

INCIDENT CHECK-IN LIST

Check one:

☐ Personnel ☐ Handcrew ☐ Misc.
☐ Engines ☐ Dozers
☐ Helicopters ☐ Aircraft

1. Incident Name

2. Check-In Location (complete all that apply)

☐ Base ☐ Camp ☐ Staging Area ☐ ICP Restat ☐ Helibase

3. Date/Time

Check-In Information

4. List Personnel (overhead) by Agency & Name -OR- List equipment by the following format: Agency	Single	Kind	Type	I.D. No/Name	5. Order/Request Number	6. Date/ Time Check-In	7. Leader's Name	8. Total No. Personnel	9. Manifest Yes	9. Manifest No	10. Crew or Individual's Weight	11. Home Base	12. Departure Point	13. Method of Travel	14. Incident Assignment	15. Other Qualifications	16. Sent to RESTAT Time/Int

Page 2 of				17. Prepared by (Name and Position) *Use back for remarks or comments*													

GENERAL MESSAGE		
TO:	POSITION:	
FROM:	POSITION:	
SUBJECT:	DATE:	TIME:
MESSAGE:		
SIGNATURE:	POSITION:	
REPLY:		
DATE:	TIME:	SIGNATURE/POSITION:

UNIT LOG	1. Incident Name	2. Date Prepared	3. Time Prepared
4. Unit Name/Designators	5. Unit Leader (Name and Position)		6. Operational Period

7. Personnel Roster Assigned

Name	ICS Position	Home Base

8. Activity Log

Time	Major Events

9. Prepared by (Name and Position)

OPERATIONAL PLANNING WORK SHEET

1. Incident Name	2. Date Prepared Time Prepared	3. Operational Period (Date/Time)

4. Division/ Group or Other Location	5. Work Assignments		Resource by Type (Show Strike Team as ST)																			6. Reporting Location	7. Requested Arrival Time
			Engines				Water Tenders		Hand Crews		Dozers			Helicopters				Air Tankers			Other		
			1	2	3	4	1	2	1	2	1	2	3	1	2	3	4	1	2	3			
		Req																					
		Have																					
		Need																					
		Req																					
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		Have																					
		Need																					
		Req																					
		Have																					
		Need																					
9. Total Resources - Single		Req																					
		Have																					
		Need																					
Total Resources - Strike Teams		Req																				Prepared by (Name and Position)	
		Have																					
		Need																					

INCIDENT ACTION PLAN SAFETY ANALYSIS	1. Incident Name	2. Date	3. Time

LCES* Analysis of Tactical Applications **L**ookouts **C**ommunications **E**scape routes **S**afety zones												Other Risk Analysis						
Division/Group	Indirect Fireline	Downhill Fireline	Understung Fireline	Mid-slope Fireline	Frontal Assault	Anchor Points	Extreme Conditions (Spotting, Wind-driven)	Reburn Potential			LCES Mitigations	Hazard Materials	Transportation, 1 Hr +	Communications	Structure Protection			Other Risk Mitigations

Prepared by (Name and Position)

RADIO REQUIREMENTS WORKSHEET

1. Incident Name	2. Date	3. Time

4. Branch	5. Agency	6. Operational Period	7. Tactical Frequency

8. Division/Group	Division/Group	Division/Group	Division/Group
Agency	Agency	Agency	Agency

9. Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements	Agency	ID No.	Radio Requirements

Page 1 of	10. Prepared by (Name and Position)

SUPPORT VEHICLE INVENTORY (Use separate sheet for each vehicle category)	1. Incident Name	2. Date Prepared	3. Time Prepared

Vehicle Category: ☐ Buses ☐ Dozers ☐ Engines ☐ Lowboys ☐ Pickups/Sedans ☐ Tenders ☐ Other

Vehicle/Equipment Information

Resource Order No. "E" Number	Incident ID No.	Vehicle Type	Vehicle Make	Capacity Size	Agency/Owner	Vehicle License Rig Number	Location	Release Time

Page ___of ____	5. Prepared by (Ground Support Unit)

AIR OPERATIONS SUMMARY		1. Incident Name		Helibases Fixed Wing Bases	
4. Personnel and Communications	Name	Air/Air Frequency	Air/Ground Frequency	5. Remarks (Spec. Instructions, Safety Notes, Hazards, Priorities)	
Air Operations Director					
Air Attack Supervisor					
Helicopter Coordinator					
Air Tanker Coordinator					

6. Location/Function	7. Assignment	8. Fixed Wing		9. Helicopters		10. Time		11. Aircraft Assigned	12. Operating Base
		No.	Type	No.	Type	Available	Commence		
13. Totals									

14. Air Operations Support Equipment	15. Prepared by *(include Date and Time)*

DEMOBILIZATION CHECKOUT

1. Incident Name/Number	2. Date/Time	3. Demob. No.

4. Unit/Personnel Released

5. Transportation Type/No.

6. Actual Release Date/Time	7. Manifest? ☐ Yes ☐ No Number
8. Destination	9. Notified: ☐ Agency ☐ Region ☐ Area ☐ Dispatch Name: Date:

10. Unit Leader Responsible for Collecting Performance Rating

11. Unit/Personnel

You and your resources have been released subject to sign off from the following:
Demob. Unit Leader check the appropriate box

Logistics Section

- ☐ Supply Unit
- ☐ Communications Unit
- ☐ Facilities Unit
- ☐ Ground Support Unit Leader

Planning Section

- ☐ Documentation Unit

Finance Section

- ☐ Time Unit

Other

- ☐
- ☐

12. Remarks

13. Prepared by (include Date and Time)

Instructions for completing the Demobilization Checkout (ICS form 221)

Prior to actual Demob Planning Section (Demob Unit) should check with the Command Staff (Liaison Officer) to determine any agency specific needs related to demob and release. If any, add to line Number 11.

Item No.	Item Title	Instructions
1.	Incident Name/No.	Enter Name and/or Number of Incident.
2.	Date & Time	Enter Date and Time prepared.
3.	Demob. No.	Enter Agency Request Number, Order Number, or Agency Demob Number if applicable.
4.	Unit/Personnel Released	Enter appropriate vehicle or Strike Team/Task Force ID Number(s) and Leader's name or individual overhead or staff personnel being released.
5.	Transportation	Enter Method and vehicle ID number for transportation back to home unit. Enter N/A if own transportation is provided. *Additional specific details should be included in Remarks, block # 12.*
6.	Actual Release Date/Time	To be completed at conclusion of Demob at time of actual release from incident. *Would normally be last item of form to be completed.*
7.	Manifest	Mark appropriate box. If yes, enter manifest number. *Some agencies require a manifest for air travel.*
8.	Destination	Enter the location to which Unit or personnel have been released. *i.e. Area, Region, Home Base, Airport, Mobilization Center, etc.*
9.	Area/Agency/ Region Notified	Identify the Area, Agency, or Region notified and enter date and time of notification.
10.	Unit Leader Responsible for Collecting Performance Ratings	Self-explanatory. *Not all agencies require these ratings.*
11.	Resource Supervision	Demob Unit Leader will identify with a check in the box to the left of those units requiring check-out. Identified Unit Leaders are to initial to the right to indicate release. Blank boxes are provided for any additional check, (unit requirements as needed), i.e. Safety Officer, Agency Rep., etc.
12.	Remarks	Any additional information pertaining to demob or release.
13.	Prepared by	Enter the name of the person who prepared this Demobilization Checkout, including the Date and Time.

CREW PERFORMANCE RATING	Instructions: This rating is to be used only for determining an individual's fire fighting qualifications. All blocks must be completed. Crew will be rated by the immediate supervisor, not crew representative. If deficiencies are indicated for items 9 and 10, explain in item 11.	
1. Crew Name and Number	2. Fire Name and Number	3. Crew Boss *(name)*
4. Crew Home Unit and Address	5. Location of Fire *(complete address)*	
6. Crew Representative	7. Dates on Fire	8. Number of Shifts Worked

9. Crew Evaluation					11. Areas Needing Improvement
Rating Factors	Excellent	Satisfactory	Deficient	Needs To Improve	
Physical Condition					
Hot Line Construction					
Mop-Up					
Off Line Conduct					
Use of Safe Practices					
Crew Organization and Equipment					
Other (specify)					
10. Supervisory Performances					
Crew Boss					
Squad Bosses					
Crew Representative					

12. Names of Outstanding Workers *(comment)*	13. Names of Individuals Needing Improvement *(indicate area(s))*

14. Remarks

15. Crew Boss *(signature)* This rating has been discussed with me.			16. Date
17. Rated By *(signature)*	18. Home Unit *(address)*	19. Position of Fire	20. Date

INCIDENT PERSONNEL PERFORMANCE RATING	*INSTRUCTIONS:* The immediate job supervisor will prepare this form for each subordinate. It will be delivered to the planning section before the rater leaves the fire. Rating will be reviewed with employee who will sign at the bottom.

THIS RATING IS TO BE USED ONLY FOR DETERMINING AN INDIVIDUAL'S PERFORMANCE

1. Name	2. Fire Name and Number
3. Home Unit *(address)*	4. Location of Fire *(address)*

5. Fire Position	6. Date of Assignment From: To:	7. Acres Burned	8. Fuel Type(s)

9. Evaluation

Enter **X** under appropriate rating number and under proper heading for each category listed. Definition for each rating number follows:

0 - Deficient. Does not meet minimum requirements of the individual element.

DEFICIENCIES MUST BE IDENTIFIED IN REMARKS.

1 - Needs to improve. Meets some or most of the requirements of the individual element.

IDENTIFY IMPROVEMENT NEEDED IN REMARKS.

2 - Satisfactory. Employee meets all requirements of the individual element.

3. - Superior. Employee consistently exceeds the performance requirements.

Rating Factors	Hot Line				Mop-Up				Camp				Other specify)			
	0	1	2	3	0	1	2	3	0	1	2	3	0	1	2	3
Knowledge of the job																
Ability to obtain performance																
Attitude																
Decisions under stress																
Initiative																
Consideration for personnel welfare																
Obtain necessary equipment and supplies																
Physical ability for the job																
Safety																
Other *(specify)*																

10. Remarks

11. Employee *(signature)* This rating has been discussed with me			12. Date
13. Rated By *(signature)*	14. Home Unit *(address)*	15. Position of Fire	16. Date

ORGANIZATION ASSIGNMENT LIST

1. Incident Name	
2. Date	3. Time
4. Operational Period	

Position	Name
5. Incident Commander and Staff	
Incident Commander	
Deputy	
Safety Officer	
Information Officer	
Liaison Offier	
6. Agency Representative	
Agency	Name
7. Planning Section	
Chief	
Deputy	
Resources Unit	
Situation Unit	
Documentation Unit	
Demobilization Unit	
Technical Specialists	
Human Resources	
Training	
8. Logistics Section	
Chief	
Deputy	
Supply Unit	
Facilities Unit	
Ground Support Unit	
Communications Unit	
Medical Unit	
Security Unit	
Food Unit	

9. Operations Section

Chief		
Deputy		
a. Branch I - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
b. Branch II - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
c. Branch III - Division/Groups		
Branch Director		
Deputy		
Division/Group		
Division/Group		
Division/Group		
Division/Group		
d. Air Operations Branch		
Air Operations Branch Director		
Air Attack Supervisor		
Air Support Supervisor		
Helicopter Coordinator		
Air Tanker Coordinator		

10. Finance Section	
Chief	
Deputy	
Time Unit	
Procurement Unit	
Compensation/Claims Unit	
Cost Unit	

Prepared by (Resource Unit Leader)

Appendix Q

R-8 Prescribed Fire Plan
&
Prescribed Fire Complexity Analysis

Section A. Review, concurrences, changes

Burn Name (compartments/stands or burn unit reference): _____

Forest: _____ Ranger District: _____ Complexity: _____

Prepared by: _____ Date: _____
RXPL, RXB1, or RXB2 (circle appropriate QUAL)

Resource Coordination: _____ Date: _____
Timber, Silviculture
_____ Date: _____
Wildlife
_____ Date: _____
Rec, lands, minerals, spec uses
_____ Date: _____
CRM-Heritage
_____ Date: _____
NEPA coordinator

Reviewed by: _____ Date: _____
RXPL, RXB1, or RXB2 (circle appropriate QUAL)

Approved by: _____ Date: _____
Approved Line Officer (signatory also concurs with risk assessment and complexity rating)

Change Approval: _____ Date: _____ Time: _____
Approved Line Officer (signatory also concurs with risk assessment and complexity rating)

Nature of change approval:
_____
_____
_____

All elements of the RxBP are as prescribed and are predicted to remain in prescription during the expected life of the burn (day of the burn go/no-go decision).

_____ _____ _____
RXB1, RXB2, RXB3 (cirlce appropriate QUAL) Date Time

Date/time lines checked	Who checked	Method (air/ground)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Prescribed burn declared out: _____ _____ _____
RXB1, RXB2, or RXB3 Date Time

B. Location and Administrative Information:

Lattitude (middle of burn): _____
Longitude (middle of burn): _____
Quadrangle name(s): _____ _____ _____ _____

Township: _____ Township: _____	Range: _____ Range: _____	Sections: _____ Sections: _____

Job Code: _____ Job Code: _____ Job Code: _____ Job Code: _____	Acres: _____ Acres: _____ Acres: _____ Acres: _____ Total Ac: _____	Objective/Purpose: _____ Objective/Purpose: _____ Objective/Purpose: _____ Objective/Purpose: _____

FY of Treatment:

C. History of Previous Burn:

D. Description of Burn Unit:

1. Overstory:

2. Understory:

3. Fuels:

4. Topography:

5. Chains of line on burn unit: Total perimeter ____ chs, hand line ____chs, dozer ____chs, creek ____chs, existing road ____chs, bladed road ____chs, wet line ____ chs, open line ____ chs, black line ____ chs

6. Complexity Level: LOW _____ MODERATE ____ HIGH _____

E. Specific Objectives:

F. Special Considerations:

1. Public Notification	Name	Contact Method	Completion date/whom
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

2. Coordination with other Resources**:**

3**.** Hazard Analysis**:**

4**.** Contingency Area Description-Plan of Action If Conditions Change**:**

G. Prescribed Burn Execution

1. Organization**:**

2. Firing, Containment, Mop-up and Patrol Procedure**:**

H. Smoke Management

1. R-8 Screening System (Smoke Screening Map Required Attachment)

a. Targets with existing Visibility or Air Quality Problems Identified:

b. Targets to be Mitigated Identified:

(1) Mitigating Measures to be taken:

c. Targets Requiring Patrol Identified:

(1) Mitigating Measures to be Taken:

I. State Burning Permit Number and Date: _____

J. Prescribed Parameters and On Site Observations: (Table on next page)

Closest RAW Station # _____ Name: _____

1/-- All prescription items to be completed at planning time.
2/-- General forecast items to be completed on the day of the burn; secured general & spot wx forecasts are to be attached to RxBP
3/--Test fire required and post fire weather parameters must be taken on-site
4/-- RH predicted between 25-29% requires FMSO or Forest Supervisor approval
5/--Sliding scale based on transport wind speed (5144-exhibit 02)
6/--Forest Supervisor change approval (see 5140.42-exhibit 01)
7/--Dispersion index 21 or greater or use of category day (2 through 4)

K. Required attachments to each RxBP

a. **Risk assessment**
b. **Wildland & Rx fire complexity rating worksheet**
c. **Monitoring format**
d. **Fire use briefing & tailgate safety checklist**
e. **Organizational chart and aerial ignition org chart if applicable**
f. **Smoke screening map (1/2" per mile)**
g. **RxBP map (1:24000 RF)**
h. **Fire wx and spot weather forecasts**
i. **Prescribed fire report (FS-5100-29) template**

L. Notes:

_____
_____
_____
_____

J. Prescribed Fire Parameters and On-Site Observations (Table):

	Regional or Forest Standard	RxBP Prescrip-Tion 1/	General Forecast 2/	Test Fire 3/	Post Fire 3/	Post Fire 3/	Post Fire 3/
DATE/TIME	----------	----------					
FUEL MODELS (FBPS)	----------		----------				
1 HR FUELS %	----------		----------				
10 HR FUELS %	>=7% open site		----------				
LIVE FUEL MOISTURE (herb) %			----------				
LIVE FUEL MOISTURE (woody) %			----------				
TEMPERATURE (F)							
RELATIVE HUMIDITY %	>=25% 4/						
20 ft WIND (mph)	<=18 mph						
20 ft WIND DIRECTION	----------						
MIDFLAME WIND SPEED (mph)			----------				
MIDFLAME WIND SPEED DIRECTION	----------		----------				
TRANSPORT WIND SPEED (m/s)	3-4 m/s 5/						
TRANSPORT W/S DIRECTION	----------						
MIXING HEIGHT (m)	500-850 meters 5/						
SMOKE DISPERSION	>21 DI 7/						
BURNING INDEX (NFDRS)	<=mid D 6/						
IGNITION PROB %							
KBDI					------	-----	-----
DAYS SINCE RAIN			----------		------	-----	-----
AMOUNT (inches)			----------		------	-----	-----
FIRING TECHNIQUE	----------		----------				
IGNITION METHOD	----------		----------				
SLOPE (AVERAGE) %			----------				
EFFECTIVE WINDSPEED (mph)			----------				
FLAME LENGTH (ft)			----------				
RATE OF SPREAD (chs/hr)			----------				
HEAT PER UNIT AREA (btu/sqft)			----------				
FIRELINE INTENSITY (btu/ft/sec)			----------				

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Sponsored by
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United States
Department of Interior

National Association of
State Foresters

PRESCRIBED FIRE COMPLEXITY RATING SYSTEM GUIDE

PMS 424 **Jan 2002**
NFES 2474

PRESCRIBED FIRE COMPLEXITY RATING SYSTEM

Purpose

The Prescribed Fire Complexity Rating System was developed to assist personnel in determining a relative complexity of any single prescribed fire project. The system was designed for interagency application and provides the local prescribed fire manager the opportunity to include local considerations in the decision process. The first edition was published in 1995. Based on the experience gained working with this document, an update was needed to help clarify how and when to use the document and to provide descriptors for the factors of Potential Consequences and Technical Difficulty.

The purpose of the complexity rating process is to provide:

- Management and implementation personnel a relative ranking as to the overall complexity of a specific prescribed fire project.

- A process that can be used to identify prescribed fire plan elements or characteristics that may pose special problems or concerns and where prescribed fire plan changes may be prudent to mitigate or eliminate these problems or concerns.

The analysis can be used at any of the various stages during the planning process, initial project identification level to a late stage draft of the prescribed fire plan.

The "Risk" and "Potential Consequences" ratings can be used to help determine an overall management risk associated with the project; the "Technical Difficulty" ratings can be used to facilitate the planning process and help identify prescribed fire positions and skill levels necessary to safely and successfully implement the prescribed fire.

The process is intended to serve as an aid in evaluating common elements and components of prescribed fires that contribute to their level of difficulty. Numerical rating scales were purposely avoided because these may lead to a distorted perception of the project, and different agencies and geographic areas place different values on similar resources and objects on or near the prescribed fire location. Documentation may be required at various decision points to support conclusions reached by evaluating the complexity elements.

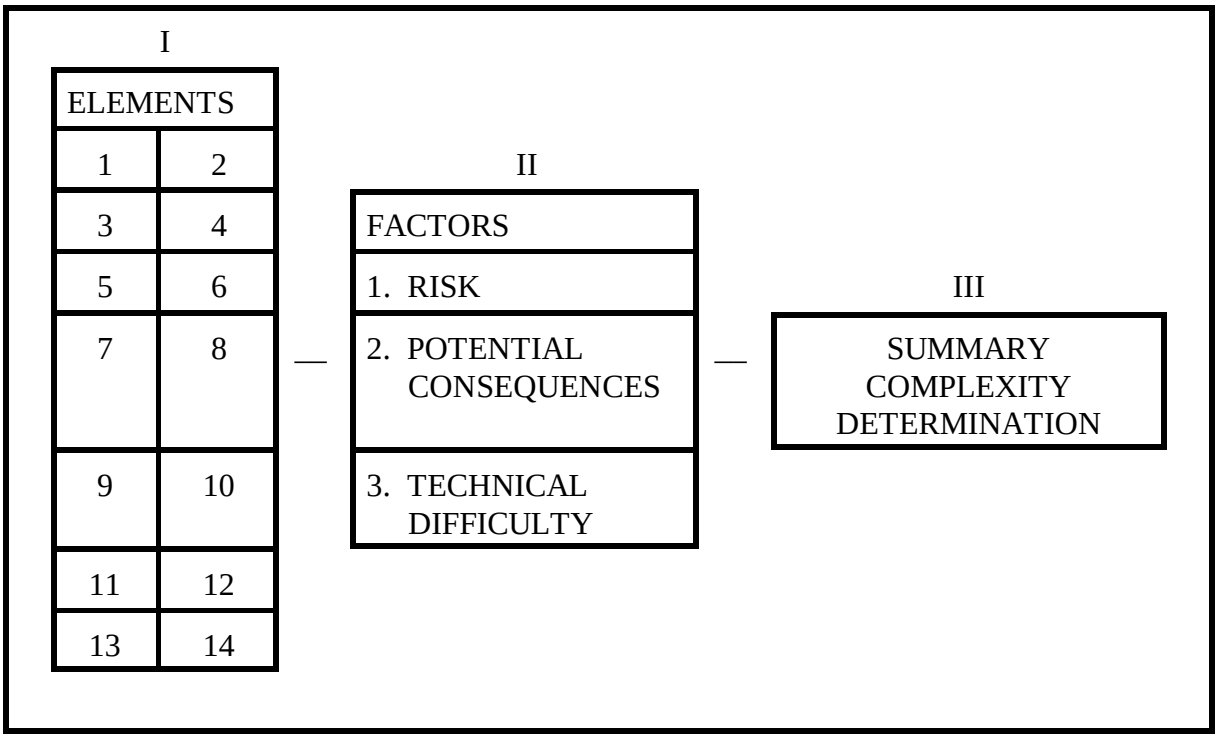
Many state and Federal agencies and geographic areas may have additional analysis criteria. These should be used to supplement the NWCG complexity rating system. The rating system is for a single prescribed fire project and is not intended to rate other stand alone operational procedures where safety and/or operational measures are in place as a normal course of business (e.g., Alaska, where most activities require significant aviation operations just to get to the site and separate standards exist that provide safety and operational procedures along with personnel qualifications).

Overview

The broad concept is to consider three fire complexity factors: (1) Risk (the probability or likelihood that an adverse event or situation will occur); (2) Potential Consequences (some measure of the cost or result of an adverse event or situation occurring); and, (3) Technical Difficulty (which indicates the skills needed to implement the project and deal with unexpected or adverse events). The system uses 14 elements that are common to most prescribed fire projects. Each element rating is determined by assigning a Low, Moderate, or High value. A rating descriptor is given for each rating level and for all elements. Each element is evaluated individually in the complexity analysis process by reading the criteria and selecting the most appropriate descriptor. The rating is documented on the Complexity Rating Worksheet. A rationale section is provided to document the decision process.

A summary rating is provided to assist in assigning an overall project complexity rating. The working part of the analysis assigns relative values to Risk, Potential Consequences, and Technical Difficulty to each of the complexity elements.

Illustration #1 - Flow Chart



Process

This process is be used to identify prescribed fire plan elements or characteristics that may pose special problems or concerns and where prescribed fire plan changes may be prudent to mitigate or eliminate these problems or concerns. It is recommended that a preliminary rating be completed during the project development stage *prior* to the development of the prescribed fire plan. In this way problem areas identified may be mitigated during the prescribed plan preparation process. When determining the complexity rating, areas outside of the project boundaries that could be impacted if the fire escaped or could be impacted by smoke should be considered. Once the prescribed fire plan is near completion, the final complexity rating is made. The final rating should take into account any mitigation included in the plan. This process should be completed on the original form with additional narration to describe the mitigation taken. Items or issues which cannot be mitigated should be clearly identified and will be highly influential in the complexity determination.

The elements and factors are not independent. Mitigating one frequently alters several others, i.e., adding more holding resources to mitigate the probability of escape increases the number and dependence of activities and project logistics.

Instructions

Step #1 - Preliminary Review of the Element Descriptors

A review of the rating descriptors prior to going on site will help to identify the elements that will be of most concern. Alternatives and/or mitigation measures that will help to reduce the final complexity rating can be considered early in the planning process.

Step #2 - Preliminary Rating Determination

The Complexity Rating Worksheet contains the 14 elements for the Risk, Potential Consequences, and Technical Difficulty factors and provides a place to record the rating. Rate the level for each element by selecting the most appropriate descriptor. Circle the low, moderate, or high rating on the worksheet and identify the rationale for that rating. In addition, if mitigation is desirable and opportunities are available, briefly identify them for further development in the planning process. This is the point where local management judgement and experience is most important. The documentation is critical to the process in that it lets the reviewer understand the thinking behind the rating and that mitigation is possible.

Some elements may not apply and should be noted on the work sheet as "N/A" to indicate they were considered, but did not apply to this project. The 14 elements may not be adequate for all or unique situations. Local issues which are not properly addressed by the standard elements can be added to the rating system. Additional elements can be added at the field office or

geographic area. If additional elements are added, specific definitions for the low, moderate and high levels of Risk, Potential Consequences, and Technical Difficulty should be prepared.

Individual element Technical Difficulty ratings provide skill position information (i.e., Prescribed Fire Burn Boss, Ignition Specialist, Fire Effects Monitor, Fire Behavior Analyst, Safety Officer, holding, etc.). Those that appear as high may indicate that high levels of skill are needed, or may be reviewed and found to be routine business for local fire managers, allowing the fire to be ranked lower than its highest individual entry.

The analysis may be halted at this point and the results used to prepare or revise the prescribed fire plan to mitigate or remove unnecessarily higher complexity issues.

Step #3 - Final Rating Determination

Near completion of the planning phase, the elements are again rated against the Risk, Potential Consequences, and Technical Difficulty factors on the same form using the same process and circling the final rating in the space provided. Again, local management judgement and experience are called for. Short justification statements are recommended to substantiate the assignment of the rating. Items rated higher than the overall average should be re-analyzed to see if mitigation opportunities were overlooked or have become available because of other actions during the plan development, changes in operational procedures, or on-the-ground preparation. Of primary concern in this step is the documentation of those items that have been changed from the preliminary rating because of the planned mitigation, site conditions, or other situations that have occurred. Again, the rationale is very important in that it documents for the manager how the rating was determined. The ratings here will provide the foundation for the Summary Rating.

Step #4 - Summary Rating Determination

Generally, since all mitigating measures have been applied, the highest rating from any single element will provide the foundation for the individual rating of Risk, Potential Consequences, and Technical Difficulty. The highest of those will provide the Summary Complexity Rating and this rating is the overall project complexity rating. This rating should take into account agency policies. The rationale for this rating should be brought forward from those elements that established that rating level, e.g., if all elements for Risk and Technical Difficulty and most for Potential Consequences are rated as low, but two elements under Potential Consequences are rated moderate, the project would normally have a moderate Summary Rating. In another situation, if one element was rated as high, the summary rating would be high.

If there is anything unique or abnormal about a project, it is recommended the agency administrator be briefed prior to submitting for approval.

Step #5 - Agency Administrator Approval

The Summary Complexity Rating and rationale for the project provides the administrator critical facts to make a decision. The administrator reviews the rating material and if in concurrence approves and dates the document.

PRESCRIBED FIRE COMPLEXITY RATING DESCRIPTORS

1. POTENTIAL FOR ESCAPE - RISK

LOW: Ranges from no potential for escape up to the likelihood of some spot fires, each comprising small areas that are readily detected, accessed, and controlled by modest holding forces available on the burn. No dangerous ladder fuels or concentrations are near critical holding points. Ignition procedures do not create intense fire. Probability of ignition in fuels outside the unit is below 60% or doesn't apply due to isolation of the unit. There is no residual fire expected beyond the day of ignition.
MODERATE: Potential for multiple spot fires that can propagate at moderate rates of spread but can be held by skilled and prompt holding actions. The fire has some limited potential to cross burn unit perimeters or allowable area boundaries and exceed the capability of holding forces to suppress it. Some fuel concentrations exist near critical holding points. The probability of ignition in fuels outside of the unit is between 60% and 80%. Some ladder fuels may be present but are mostly well inside the unit. Residual burning may last up to three days, with a moderate potential to cause escapes.
HIGH: There is a possibility of multiple spot fires or slop-overs that exceed the capability of the holding force to detect and suppress. Concentrations of dangerous fuels near critical holding points including ladder fuels that hamper holding operations. Expected fire line intensities in the primary fuel type are known to challenge standard fire lines or to produce abundant spotting. Probability of ignition in fuels outside the unit is over 80%. Residual burning may last for several days to several weeks with potential to flare up and escape the unit.

1. POTENTIAL FOR ESCAPE - POTENTIAL CONSEQUENCES

LOW: An escape could result in little damage to natural resource values or to improvements. No structures are expected to be involved. Any damage can be quickly repaired. There will be minimal impact to the public or users. Few social or political concerns from an escape are expected.
MODERATE: An escape could result in moderate damage to vegetation, habitat, or improvements. No residences are expected to be involved, but other structures might be involved. The fire could burn onto private or other agency lands. Damages to improvements would take some time to repair. There would be moderate impact to the public or users. Some social or political concerns from an escape could be expected.

HIGH: An escape could result in severe damage to vegetation, critical habitat, critical watersheds, or improvements. Residences may be involved. The fire is likely to burn onto private or other agency lands. Damages to improvements would take significant time to repair. Claims for damage to private property or resource damage on other agency lands may be expected. Restoration work or salvage of natural resources could be required to repair damage. There would be significant impact to the public or users. Considerable social or political concerns from an escape could be expected.

1. POTENTIAL FOR ESCAPE - TECHNICAL DIFFICULTY

LOW: Holding operations would normally be supervised at the Single Resource Boss level. The burn unit and allowable area is easily accessible to the holding resources identified in the plan. Weather conditions as identified in the Prescribed Fire Plan are normal for the area and season. All of the key implementation personnel from the local area.
MODERATE: Holding activities require supervision at the Strike Team/Task Force Leader level. Several types of resources are involved in the holding operation. Portions of the burn unit and allowable area are not easily accessible to the holding resources. Some key implementation personnel are from outside the local area.
HIGH: Holding activities require supervision at or above the Division Supervisor level. Several portions of the burn unit and allowable area are not easily accessible or some portions are inaccessible to the holding resources. Several types of holding resources are required. Most key implementation personnel are from outside the local area.

2. NUMBER AND DEPENDANCE OF ACTIVITIES - RISK

LOW: Activities are generally independent or only loosely dependent on other activities.
MODERATE: Several activities depend on successful achievement of previous or concurrent actions. The failure of one or more call for remedial measures within the capabilities of the management team.
HIGH: Activities are complex and highly interactive. The failure of single key activities can prevent the implementation of many subsequent actions and lead to a failure to successfully complete the project. Few opportunities to remedy failures exist and require highly skillful actions to be taken.

2. NUMBER AND DEPENDANCE OF ACTIVITIES - POTENTIAL CONSEQUENCES

LOW: Coordination issues do not result in an increased risk of escape, threaten the completion of the project, failure to meet project objectives, or create a safety issue.
MODERATE: Coordination problems could result in an increased risk of escape, threaten the completion of the project, failure to meet some project objectives, or create a safety issue. Some delay in implementation would be expected.
HIGH: Coordination failure(s) could result in a high risk of escape, failure to complete the project, failure to meet the project objectives, or serious safety issues for implementation personnel or the public. A significant delay in implementation would be expected.

2. NUMBER AND DEPENDANCE OF ACTIVITIES - TECHNICAL DIFFICULTY

LOW: Minimal difficulty in coordinating the required activities. Coordination problems or communication failures or issues will not affect the completion of the project.
MODERATE: Coordination activities require a moderate skill level. Continuous communication is necessary for successful project completion.
HIGH: Requires a highly skilled team to successfully complete the project. Continuous coordination and communication is critical to the success of the project.

3. OFF-SITE VALUES - RISK

LOW: There are few values at risk or the values identified are generally considered low or minimal or the project is expected to take place during periods of low visitor use. Minimal risk to improvements, private or other agency lands.
MODERATE: Some limited areas of high value are located adjacent or near the project area or the project is expected to take place during periods of moderate visitor use. Moderate risk to improvements, private or other agency lands. One critical protection area has been identified.
HIGH: Several areas of high value are located adjacent or near the project area or the project is expected to take place during periods of high visitor use. Substantial risk to improvements, private or other agency lands. More than one critical protection area has been identified.

3. OFF-SITE VALUES - POTENTIAL CONSEQUENCES

LOW: The vegetation potentially affected generally has rapid recovery rates or the expected fire behavior should would cause minimal or no damage to off-site values, improvements, private or other agency lands. No restrictions on visitor use are expected during project implementation.
MODERATE: Some negative impacts are expected in the event of spot fires, slopovers, and escapes. The vegetation potentially affected generally has moderate recovery rates or the expected fire behavior may cause limited damage or some other limited serious consequences to off-site values, improvements, private or other agency lands. Visitor use may be restricted during project implementation for a short period of time.
HIGH: The vegetation potentially affected generally has slow recovery rates or the expected fire behavior could cause serious damage or destruction to off-site values, improvements, private or other agency lands. Visitor use will be restricted during project implementation for an extended period of time.

3. OFF-SITE VALUES - TECHNICAL DIFFICULTY

LOW: Protection of the off-site values requires no special management, equipment or skills.
MODERATE: Protection of the off-site values requires some special management, a moderate skill level and good team coordination, particularly at the critical holding points.
HIGH: Protection of the off-site values requires special management, a high skill level and a high level of team coordination, particularly at the critical holding points.

4. ON-SITE VALUES (SPECIAL FEATURES) - RISK

LOW: Few or no special internal features are present that require special attention in planning or implementation. There are few on-site values at risk or the values identified are generally considered low or minimal.
MODERATE: Special features may be present within the unit that may need to be addressed in planning, strategies and briefings, and during project implementation. Some limited areas of high value are located within the project area.
HIGH: Special features are present within the unit. Several areas of high value are located within the project area. Strategies must address details in planning, at pre-burn briefings, and during project implementation.

4. ON-SITE VALUES (SPECIAL FEATURES) - POTENTIAL CONSEQUENCES

LOW: Implementation problems will not damage special features or adversely affect on-site resource values.

MODERATE: Implementation problems or failures will result in moderate damage to special features and some reduction or loss of on-site resource values.
HIGH: Implementation problems or failures will result in substantial damage to, or destruction of special features or on-site resource values.

4. ON-SITE VALUES (SPECIAL FEATURES) - TECHNICAL DIFFICULTY

LOW: No special skills or operating procedures are required. Resource values within the unit are easy to protect.
MODERATE: Protection of special features or on-site resource values requires the development of special ignition OR holding plans. Some pre-burn preparation work may be required.
HIGH: Protection of special features or on-site resource values requires the development of special ignition AND holding plans. Special or additional equipment will be needed. Considerable pre-burn preparation work is required.

5. FIRE BEHAVIOR - RISK

LOW: Fuels are uniform and/or loading is light and can be characterized using a single fuel model. Terrain is mostly flat or the slope and aspect are uniform, leading to a relatively unvarying fire. Winds, microclimate, and other fire conditions are relatively uniform. Fire behavior is highly predictable. Fire is primarily a two-dimensional surface fire and any vertical development is isolated and insignificant.
MODERATE: Fuels vary moderately within the unit, both in loading and arrangement. Medium loadings with some high concentrations are present. More than one fuel model may be present on significant portions of the area. Variable terrain features may significantly affect fire behavior and present moderate ignition and control problems. Local winds and burning conditions may vary enough to cause notable shifts in fire behavior. Periodic torching can be expected either as isolated points or limited areas at one time. Spotting is expected to be short-range.
HIGH: Major variations in the fuel complex require the use of several fuel models to account for the fire behavior. High fuel loadings and/or concentrations are present. Terrain encompasses a wide range in slope steepness, abrupt changes in slope, and several directional aspects that lead to widely variable and unpredictable local winds and microclimate differences. High intensity fire behavior may be expected with high rates of spread, torching, possible crown fire runs, and possible long-range spotting. The resulting variations in fire behavior may present major control challenges.

5. FIRE BEHAVIOR - POTENTIAL CONSEQUENCES

LOW: Fire behavior outside of the primary unit boundary would be less than the fire behavior within the unit. For landscape level projects a large “allowable area” (MMA) has been identified.

MODERATE: Fire behavior outside of the primary unit boundary would be about the same as that experienced within the unit. For landscape level projects an “allowable area” (MMA) has been identified.
HIGH: Fire behavior outside of the primary unit boundary would be higher than that experienced within the unit. For landscape level projects an “allowable area” (MMA) has not been identified, or is limited in size.

5. FIRE BEHAVIOR - TECHNICAL DIFFICULTY

LOW: Standard fire safety precautions are adequate to ensure personnel safety. The number or size of spot fires and slopovers would not require additional suppression resources. Fire behavior is such that holding forces can control most or all spot fires and slopovers using direct attack tactics. No on-site operational fire behavior assessments or calculations are needed.
MODERATE: Some special provisions for safety are needed to protect personnel. At least one barrier or containment opportunity exists. Fire behavior is such that holding resources may need to use indirect tactics to control some spot fires and slopovers. Occasional on-site fire behavior assessments or calculations are needed and can be performed as a collateral duty.
HIGH: Fire behavior may create unique safety problems or the need for special escape routes or other safety measures. Limited containment opportunities exist. Fire behavior is such that additional holding resources would be required along with indirect attack tactics. Systematic fire behavior assessments and calculations are needed by a dedicated skill position. (FBAN or LTAN suggested for short or long duration prescribed fire operation respectively)

6. MANAGEMENT ORGANIZATION - RISK

LOW: A small number of qualified people are required to implement the prescribed fire. A single person may fill several positions. A single level of supervision is all that is needed (i.e. Burn Boss plus lighters and holders).
MODERATE: May require staffing of a majority of the prescribed fire positions with qualified personnel. A single person may fill more than one position. Two levels of supervision are needed (i.e. Burn Boss, Ignition Specialist and/or Holding Specialist plus lighters and holders).
HIGH: Requires staffing of all primary prescribed fire positions by qualified persons. Multiple divisions, groups, or units may be necessary to maintain an acceptable span of control. Three levels of supervision may be needed (i.e. Burn Boss, Ignition Specialist, Holding Specialist, plus Squad Leaders and Squads) or multiple teams are needed to cover multiple shifts or a long-duration project. Other staff and technical specialists may be needed.

6. MANAGEMENT ORGANIZATION - POTENTIAL CONSEQUENCES

LOW: Problems related to supervision or communication are expected to be minimal.
MODERATE: Problems related to supervision or communication may cause failure to meet some objectives, an increased chance of escaped fire, or violation of safety standards.
HIGH: Problems related to supervision or communication will likely cause failure to meet objectives, high probability of an escaped fire, or violation of safety standards.

6. MANAGEMENT ORGANIZATION - TECHNICAL DIFFICULTY

LOW: All team members are available within the local unit and are familiar with local factors affecting project implementation. Several qualified personnel are available. No special supervision required.
MODERATE: At least one primary team member will need to come from outside of the local unit and may not be familiar with local factors. The numbers of qualified personnel available on the local unit are limited. Special skills or supervision required for one function. (RXB2 suggested)
HIGH: Numerous and varied resources, multiple ignition methods, and/or a large team of specialized positions are needed. The burn has difficult assess, complicated logistics, potentially conflicting objectives, unusual fuel complexes, and is proximate to smoke sensitive/non-attainment areas or wildland urban interface, and/or large scale/long duration. The Burn Boss and/or two or more primary team members will need to be ordered from outside the local unit and may not be familiar with local factors. Certain skills and qualified personnel are not available on the local unit. Special skills or supervision required for more than one function. (RXB1 suggested)

7. PUBLIC AND POLITICAL INTEREST - RISK

LOW: The prescribed fire is in an isolated or remote area and/or small in size. There has been little or no public or political controversy related to the project and little or no news media interest.
MODERATE: The prescribed fire is visible to some portions of the public and/or moderate in size. There has been some public or political concern about the project or the program. There is some media interest in the project.
HIGH: The prescribed fire is highly visible to the public. Public or political interest is high in either the project or the program causing high management interest in the day-to-day preparation necessary to carry out the project. Media are interested in the project and may desire to be present on-site during some phases of the project.

7. PUBLIC AND POLITICAL INTEREST - POTENTIAL CONSEQUENCES

LOW: Unexpected or adverse events would attract little public, political, or media attention.
MODERATE: Unexpected or adverse events would attract some public, political, or media attention and may delay implementation of other projects. News releases and local news briefings would be required.
HIGH: Unexpected or adverse events would attract significant public, political, or media attention and may cause a shut-down of the program. Calls for investigations into the unexpected or adverse events could be expected from the public or politicians. Heads may roll.

7. PUBLIC AND POLITICAL INTEREST - TECHNICAL DIFFICULTY

LOW: Requires no special fire information function. Routine media releases needed. No special notifications of the public are needed.
MODERATE: Requires dedicated time from the unit public affairs officer and or Agency Administrator. Public information stations or public meetings may be warranted. May require special media releases or field trips. Some specific members of the public or political entities may need to be notified directly.
HIGH: Requires a fire information officer. A political liaison may be assigned to the project. Requires considerable involvement from the Agency Administrator. Public information stations and door-to-door contacts are warranted. Extensive pre-burn public meetings may be needed. Media is expected to be on site during implementation. Multiple direct notifications are needed prior to project implementation.

8. FIRE TREATMENT OBJECTIVES - RISK

LOW: Objectives are limited to easily achieved fuel reduction or ecosystem maintenance. The necessary fire behavior is easily created, managed, and monitored.
MODERATE: Objectives may include changes in two or more strata of vegetation for ecosystem restoration or maintenance. Objectives are judged to be moderately hard to achieve. Basic monitoring of fire behavior and weather is needed to determine if prescribed fire objectives are being met.
HIGH: Objectives include changes in several strata of vegetation for ecosystem restoration or hazardous fuels reduction. Objectives are judged to be hard to achieve and may require specialized monitoring of fire behavior and weather.

8. FIRE TREATMENT OBJECTIVES - POTENTIAL CONSEQUENCES

LOW: Other opportunities to meet objectives will be available. Other management activities are not dependant on the completion of the project. Failure to meet objectives would have few or no adverse impacts on natural resources.
MODERATE: Other opportunities to meet objectives are very limited in a given year. Other management activities are dependant on the completion of the project but other management options are available. Failure to meet objectives could have short-term adverse impacts on natural resources.
HIGH: Opportunities to meet objectives are not available every year or may not be available at all. Other management activities are dependant on the success of this project and other management options are limited. Failure to meet objectives could have long-term adverse impacts on natural resources.

8. FIRE TREATMENT OBJECTIVES - TECHNICAL DIFFICULTY

LOW: Measures to achieve the objectives are easy to complete and there are few or no restrictions on techniques. Limited pre-burn monitoring is needed to determine if the unit is in prescription.
MODERATE: Measures to achieve the objectives are either 1) easy to complete but there are restrictions on the techniques or 2) moderately difficult to complete and there are few or no restrictions on techniques. Moderately intense fire behavior is needed to meet the resource objectives. Pre-burn monitoring is needed to determine when the unit is in prescription. During-burn monitoring is necessary to determine if the prescribed fire objectives are being met.
HIGH: Measures to achieve the objectives are both moderately difficult/difficult to achieve and there are restrictions on the techniques. High intensity fire or a combination of fire intensities are needed to meet resource objectives. Success depends on precise timing and sequence of ignition. Extensive pre-burn monitoring is required to determine when the unit is in prescription. Qualified Fire Effects Monitors are needed to determine if prescribed fire objectives are being met.

9. CONSTRAINTS - RISK

LOW: No constraints related to access, water sources, firelines, specific tactics, or equipment and aircraft use exist. There are few or no scheduling restrictions.
MODERATE: Some constraints exist on access to parts of the project area, use of some water sources or the amount of water that can be taken, types of fireline, specific tactics, heavy equipment, or aircraft use. Ignition may be restricted during some portions of the potential burn window to minimize impacts to special events or seasonal activities.

HIGH: Significant constraints exist on access to parts of the project area, use of some water sources or the amount of water that can be taken, types of fireline, specific tactics, heavy equipment, or aircraft use. Ignition will be restricted, potentially for long periods, during the potential burn window to minimize impacts to special events and seasonal activities.

9. CONSTRAINTS - POTENTIAL CONSEQUENCES

LOW: Project can be implemented whenever it is in prescription. Tactics and burn activities are not limited.
MODERATE: Some burn windows may be unavailable due to the constraints, and may cause the project to be implemented under less than optimal conditions, reducing the ability to meet resource objectives. Limitations on the available tactics may increase the risk of unexpected or adverse events.
HIGH: The constraints result in a very narrow burn window and are likely to cause the project to be implemented under less than optimal conditions, reducing the ability to meet resource objectives. Limitations on the available tactics will increase the risk of unexpected or adverse events.

9. CONSTRAINTS - TECHNICAL DIFFICULTY

LOW: Constraints do not increase the difficulty of completing the project.
MODERATE: Constraints moderately increase the difficulty of completing the project. The length of time to complete the project and the size of the organization needed may increase.
HIGH: Constraints significantly increase the difficulty of completing the project. The length of time to complete the project and the size of organization will increase and project feasibility may be in doubt.

10. SAFETY - RISK

LOW: Safety issues are easily identifiable and mitigated. Potential hazards are typical and easily addressed in briefings. There is little or no potential for adverse impacts to public health and safety. Activities can be characterized as high frequency/low risk. Fatigue and exposure to safety risks are limited.
MODERATE: Significant safety issues have been identified. Detailed briefings are needed to raise safety consciousness of all involved. Most safety hazards have been mitigated, but some remain that require special caution. There could be adverse impacts to public health and safety. At least one activity can be characterized as low frequency/high risk. Fatigue and prolonged exposure to safety risks may occur.

HIGH: Complex safety issues exist. Special safety briefings are required. Several safety hazards remain that require special cautions. Potential adverse impacts to public health and safety require special mitigation. Several activities can be characterized as low frequency/high risk. Fatigue and prolonged exposure to safety risks require special mitigation or consideration.

10. SAFETY - POTENTIAL CONSEQUENCES

LOW: Minimal potential for serious accidents/injuries to firefighters or the public.
MODERATE: Moderate potential exists for more serious accidents/injuries to firefighters or the public.
HIGH: High potential exists for serious accidents/injuries or multiple accidents/injuries to firefighters or the public.

10. SAFETY - TECHNICAL DIFFICULTY

LOW: Safety concerns can be easily mitigated through LCES. A standard safety briefing as part of the project briefing should be sufficient to cover the safety concerns. Special mitigation to protect public health and safety are not needed.
MODERATE: Most safety concerns can be easily mitigated but some remain that require extra caution during project operations. Special emphasis is needed for some elements of LCES. The project briefing will include a safety briefing with special issues or emphasis areas. Limited mitigation to protect public health and safety are needed.
HIGH: Extra caution is needed during project mitigation to manage several safety concerns. Careful attention to all elements of LCES is required. The implementation team may include a qualified fire Safety Officer. A special safety briefing with special issues or emphasis areas is needed as part of the project briefing. Special mitigation are required to protect public health and safety.

11. IGNITION PROCEDURES/METHODS - RISK

LOW: Firing sequence and timing is not critical to meet project objectives. The entire project area is readily visible to the Ignition Specialist/Burn Boss.
MODERATE: Firing sequence and timing are somewhat critical to meet project objectives. Most of the project area is readily visible to the Ignition Specialist or Burn Boss.
HIGH: Firing sequence and timing are critical to meet project objectives. Portions of the project area are not readily visible to the Ignition Specialist and Burn Boss.

11. IGNITION PROCEDURES/METHODS - POTENTIAL CONSEQUENCES

LOW: Firing methods and procedures do not pose a safety concern to personnel, compromise project objectives, or increase the risk of an unexpected or adverse event.
MODERATE: Firing methods and procedures must be coordinated to provide for adequate safety, meet project objectives, and reduce the risk of an unexpected or adverse event. Opportunities for remedial actions or corrections are available in the event of problems.
HIGH: Firing methods and procedures must be carefully planned and well coordinated to address safety concerns, meet project objectives, and reduce the risk of an unexpected or adverse event. Opportunities for remedial actions or corrections are limited in the event of problems.

11. IGNITION PROCEDURES/METHODS - TECHNICAL DIFFICULTY

LOW: There is no need for special firing equipment, techniques, or patterns. Firing procedures are simple and ignition team is small. Use of only one type of ignition device is planned. The ignition pattern requires minimal supervision of the lighters to achieve project objectives and manage safety concerns.
MODERATE: The need for special firing equipment, techniques, or patterns has been identified. Firing procedures are somewhat complex in at least some portions of the project area and the ignition team may be broken into two or more squads. Use of two different types of ignition devices are planned. The ignition pattern requires direct control of the lighters to achieve project objectives and manage safety concerns. (RXI2 suggested)
HIGH: The need for special firing equipment, or different techniques, or firing patterns has been identified. Firing procedures are complex and the ignition function may be broken into multiple teams with more than one Ignition Specialist used. Simultaneous ignitions will occur. Use of several different ignition devices (aerial and ground) is planned. The ignition patterns and techniques to manipulate fire behavior are used and require tight control of the lighters to achieve project objectives and manage safety concerns. (RXI1 suggested)

12. INTERAGENCY COORDINATION - RISK

LOW: The project does not involve another land management agency or jurisdiction. No concerns or issues associated with interagency partners have been identified. Restrictions related to National and regional preparedness levels are not expected.

MODERATE: The project involves another land management agency or jurisdiction but project completion is not dependent on coordinated implementation. One or more interagency partners have interest or concerns with the project that are easily addressed and satisfied. Restrictions related to National and regional preparedness levels may cause minor delays in project implementation.
HIGH: The project involves other land management agencies or jurisdictions and project completion is dependent on coordinated implementation. Several interagency partners have interest or concerns with the project that may require additional attention. Restrictions related to National and regional preparedness levels may cause significant delays in project implementation or project cancellation in a given burn window.

12. INTERAGENCY COORDINATION - POTENTIAL CONSEQUENCES

LOW: Project can be completed as planned.
MODERATE: Interagency coordination issues may delay project implementation or require minor modifications to the prescribed fire plan.
HIGH: Interagency coordination issues may cause significant delays in project implementation, may cause project cancellation in a given burn window, or may require major modifications to the project.

12. INTERAGENCY COORDINATION - TECHNICAL DIFFICULTY

LOW: No interagency issues. No special agreements needed. No unusual communication or coordination issues. Interagency resources are readily available with few or no restrictions on their use.
MODERATE: Project requires use of one or two special agreements. Implementation may require special attention to certain interagency details, such as communications and standards for operations. Interagency resources are generally available but some restrictions on their use may be present.
HIGH: Project requires use of several special agreements. Implementation requires special attention to certain interagency details, such as communications and standards for operations. Interagency resources are limited in availability and several restrictions on their use may be present.

13. PROJECT LOGISTICS - RISK

LOW: The project requires minimal logistical support with no specific logistic function assigned. Supplies needed to conduct the burn are readily available and no special transportation or storage needs have been identified. No special equipment or communications needs have been identified. Project duration is 2 days or less.

MODERATE: The project requires some logistical support in certain areas, such as communications, ground transportation, or personnel support. Most supplies are readily available. Some special transportation or storage needs may exist for burning equipment. One to two pieces of special equipment or communication equipment requiring more intensive logistical support may be needed to complete the project. Project duration requires at least one resupply trip to support remotely stationed personnel.
HIGH: The project requires extensive logistical support in several areas. Certain key supplies are limited in availability or require special transportation and storage. Several pieces of equipment or a communications network is needed that require intensive logistical support. Project duration requires several resupply trips to support remotely stationed personnel.

13. PROJECT LOGISTICS - POTENTIAL CONSEQUENCES

LOW: Problems related to logistics will not increase the risk of escape, affect the completion of the project or create a safety concern.
MODERATE: Problems or failures related to logistical support will increase the risk of escape, or affect the completion of the project or create a safety concern
HIGH: Problems or failures related to logistical support will substantially increase the risk of escape, and/or affect the completion of the project and/or create a serious safety concern

13. PROJECT LOGISTICS - TECHNICAL DIFFICULTY

LOW: No special logistical support issues. Supervisors normally handle their own support needs. Supplies and personnel are readily available and easy to obtain.
MODERATE: Project implementation requires a small logistical support operation. Logistical support may be combined with other functions. Securing, transporting, or storing some supplies or equipment may require additional effort. Obtaining some personnel may require additional contacts and advanced scheduling. Additional support may be needed for out-of-area personnel.
HIGH: Project implementation requires a large logistical support operation. Logistical support will operate as a separate function. Securing, transporting, or storing several supplies and equipment requires additional effort. Obtaining the necessary personnel requires at least some additional contacts and does require careful scheduling. Additional support will be needed for out-of-area personnel.

14. SMOKE MANAGEMENT - RISK

LOW: Smoke concerns are generally few or easily mitigated. The project will produce smoke for only a short period of time or is barely visible to the public. Smoke exposure or amounts are not expected to cause health or safety concerns to project personnel or the public. Members of the public have expressed few or no concerns about smoke.
MODERATE: Smoke concerns are moderate and some concerns require special mitigation. The project will produce smoke visible to the public over several days. Smoke exposures or amounts may cause some health or safety concerns over a short period of time. Members of the public have expressed some concerns about smoke.
HIGH: Smoke concerns are high and require special and sometimes difficult mitigation. Smoke will be readily visible to the public and last several days to weeks. Smoke exposures or amounts are likely to cause some health and safety concerns that will require special mitigation. Large segments of the public are concerned about smoke.

14. SMOKE MANAGEMENT - POTENTIAL CONSEQUENCES

LOW: No impacts OR minor impacts to isolated residences, remote roads or other facilities are expected. Firefighter exposure to smoke is expected to be minimal and not cause health and safety concerns.
MODERATE: Vistas, roads, and some residences may experience short-term decreases in visibility. A few health related complaints may occur. Minor smoke intrusions may occur into smoke sensitive areas, but below levels that trigger regulatory concern. Project personnel may be exposed to dense smoke for short periods of time.
HIGH: Vistas, roads, and residences may experience longer-term decreases in visibility OR significant decreases in visibility over the short-term. Major smoke intrusions may occur into smoke sensitive areas, such as Class I airsheds, non-attainment areas, hospitals, and or major airports, at levels that trigger regulatory concern. Project personnel may be exposed to dense smoke for prolonged periods of time.

14. SMOKE MANAGEMENT - TECHNICAL DIFFICULTY

LOW: No special operational procedures are required. Limitations on wind direction, season, etc. may be present in the plan.

MODERATE: Some considerations are needed in the prescription OR ignition portions of the plan. Burn window/opportunities are reduced by the required weather/dispersion conditions. Normal coordination with air quality officials is required. Some mitigation measures or additional smoke modeling may be needed to address potential concerns with smoke impacts. Specific smoke monitoring may be required to determine smoke plume heights and directions. Rotating project personnel out of dense smoke is necessary but easy to accomplish.
HIGH: Special considerations are needed in the prescribed fire plan. Special smoke management techniques will be used. Burn window/opportunities are limited by the required weather/dispersion conditions. Special coordination with air quality officials is required. Accelerated mop up may be planned to reduce smoke impacts. Some mitigation measures or additional smoke modeling are required to address potential concerns with smoke impacts. Specific smoke monitoring is required to determine smoke plume heights and directions. Rotating project personnel out of dense smoke is necessary but may be difficult to accomplish.

Complexity Rating Worksheet

Instructions: This worksheet is designed to used with the Prescribed Fire Complexity Rating descriptors on Page 6.

Project Name _____ Number _____

Complexity elements:

1. Potential for Escape

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

2. The Number and Dependency of Activities

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**

Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

3. Off-Site Values

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

4. On-Site Values

Risk	Rationale
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

5. Fire Behavior

Risk	Rationale
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**

Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

6. Management Organization

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

7. Public and Political Interest

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**

Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

8. Fire Treatment Objectives

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

9. Constraints

Risk	**Rationale**

Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

10. Safety

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	

Final Rating: ***Low Moderate High***	

11. Ignition Procedures/Methods

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

12. Interagency Coordination

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	

Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

13. Project Logistics

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

14. Smoke Management

Risk	**Rationale**
Preliminary Rating: ***Low Moderate High***	

Final Rating: ***Low Moderate High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low Moderate High***	
Final Rating: ***Low Moderate High***	

COMPLEXITY RATING SUMMARY

RISK OVERALL RATING _____

POTENTIAL CONSEQUENCES OVERALL RATING _____

TECHNICAL DIFFICULTY OVERALL RATING _____

SUMMARY COMPLEXITY RATING _____

RATIONALE:

Prepared by: _____ Date: _____

Approved by: _____ Date: _____
(Agency Administrator)

EXAMPLE
Complexity Rating Worksheet

Instructions: This worksheet is designed to be used in conjunction with the Prescribed Fire Complexity Rating System Descriptors on page 6.

GOOSEBERRY — Project Name

XXXX — Number

Complexity elements:

1. **Potential for Escape**

Risk	**Rationale**
Preliminary Rating: ***[Low]*** ***Moderate*** ***High***	The 1986 Anderson Creek fire served to break up fuel continuity on the landscape, limiting the potential spread of any escapes. While access into certain parts of the unit is minimal, generally these areas have sparse fuels outside the unit or change over to a significantly wetter aspect for a spring burn. Most ladder fuel situations occur in patches away from points of concern and critical holding points. The prescription calls for a maximum flame length of 6-7 feet. Little or no residual fire is expected.
Final Rating: ***[Low]*** ***Moderate*** ***High***	No change**.**
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***[High]***	An escape is likely to result in moderate damage to vegetation on north aspects. Up to three residences and several outbuildings could be affected, but these lie in an adverse direction from the prevailing winds. The fire could also burn onto Boise Cascade private timberlands, but these also lie in an adverse direction to the prevailing winds. Upslope, land is administered by the U.S. Forest Service. An agreement is in place for participation and identification of allowable areas should slopover or an escape occur. Some social or political concerns could be expected due to the high visibility of the project area to Crouch and Garden Valley. Some impact to the public or users can be expected should a escape occur near April 15, the open day of bear and turkey hunting seasons. Some mitigation can occur by not burning within two or three days of the 15, signing access roads, and placing notifications at local facilities.
Final Rating: ***Low*** ***[Moderate]*** ***High***	Prescribed fire plan does not authorize operations during the period April 12-18. Patrols and lookouts will be placed at key location on and adjacent private property. See map.
Technical Difficulty	**Rationale**

Preliminary Rating: ***Low*** ***Moderate*** ***High***	Because of the separation of holding personnel into 3 distinct crews in order to deal with the size of the area, holding operations will be supervised at the Single Resource Boss level. The occasions when one or both engine crews would be working directly with the hand crew are most likely to occur away from the road such that the engine crews become additional hand crew members. Portions of the burn unit are not easily accessible, but the top and bottom of the unit are accessed by roads. Expected weather conditions should be normal for the area and season and all key implementation personnel are expected to be from the local area.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

2. The Number and Dependency of Activities

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Other than the initial burnout along the road at the top of the unit, burning of the unit will be with the use of a helitorch and requires a moderate level of coordination between the ignition specialist and the holding crews to maintain safety and hold the fire along the flanks. The Burn Boss should be stationed at a lookout point within the unit in order to see the unit well enough to direct operations.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Coordination failure(s) could result in a high risk of escape, failure to complete the project, failure to meet the project objectives, or serious safety issues for implementation personnel or the public. A significant delay in implementation would be expected. Burn Boss will need to assure all communication equipment is ready and operational prior to ignition.
Final Rating: ***Low*** ***Moderate*** ***High***	Prescribed fire plan has radio operations and checks built in.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Continuous or nearly continuous communication between the Burn Boss, Ignition Specialist, and Holding Bosses is needed to manage the risk of escape and firefighter safety.
Final Rating: ***Low*** ***Moderate*** ***High***	Communication procedures are identified.

3. Off-Site Values

Risk	Rationale
Preliminary Rating: ***Low*** ***[Moderate]*** ***High***	Four parcels of private land are located either adjacent or near the project area. Three parcels have primary residences and outbuildings. However all parcels are located downhill from the project area and in an adverse direction from the prevailing winds. Several tree plantations are scattered throughout the entire area. Turkey season may be open during part or all of the project life, but the project area is small enough that hunters can easily avoid the area.
Final Rating: ***Low*** ***[Moderate]*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***[Moderate]*** ***High***	If fire were to reach any of the private parcels, at minimum claims for various types of fire damage could be filed. Loss of plantations would require replanting with a subsequent delay in full recovery of the sites intensely burned in 1986. Shrubs adjacent to the project area are generally strong resprouters or have long-lived, soil stored seed. Dominant tree species are typically considered fire resistant and burning is scheduled to take place before bud burst.
Final Rating: ***Low*** ***[Moderate]*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***[Low]*** ***Moderate*** ***High***	Protection of the private parcels should require no special management, equipment or skills. Since these parcels are located downhill, backing fire spread is expected in the direction of these parcels should an escape occur. The closest plantations are accessible by engines.
Final Rating: ***[Low]*** ***Moderate*** ***High***	No change.

4. On-Site Values

Risk	Rationale
Preliminary Rating: ***[Low]*** ***Moderate*** ***High***	No special features are present within the project area.
Final Rating: ***[Low]*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**

Preliminary Rating: ***Low*** ***Moderate*** ***High***	There are no special features within the project area and on-site resources will not be adversely affected as long as the project stays within the prescribed fire behavior.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Resource values within the unit are easy to protect.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

5. Fire Behavior

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Fuels vary moderately within the unit between fuel models 8 and 9, with 9 dominant. Multiple aspects are involved with resulting changes in winds, microclimate and other fire conditions, but fire behavior is highly predictable. Some torching can be expected near slope breaks and at the head of the main draw at the northern tip of the ignition area, but little spotting outside the unit is anticipated.
Final Rating: ***Low*** ***Moderate*** ***High***	No change**.**
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Fire behavior outside the unit should be similar to that inside the unit on west and south aspects and less than inside the unit on north and east aspects.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Care must be taken to ensure that the Burn Boss and lighters in the interior of the unit are adequately protected. The number and size of slopovers should not require additional suppression resources as long as conditions remain within prescription. Both Anderson Creek and Smith Creek Roads provide containment opportunities and most main ridge lines are sparsely fueled with rocky areas. Direct attack tactics should be successful on most spot fires and slopovers.

Final Rating: ***Low*** ***Moderate*** ***High***	No change.

6. Management Organization

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Medium*** ***High***	A majority of the prescribed fire positions must be staffed with fully qualified personnel with separate personnel filling the positions of Burn Boss, Ignition Specialist, and Holding Boss. Media personnel will be positioned outside the unit.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Problems related to communications may cause violations of safety standards or an increased risk of an escaped fire. Checking communications frequently will be necessary.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	At least one primary team member will need to come from outside of the local unit and may not be familiar with local factors. The numbers of qualified personnel available on the local unit are limited. Special skills or supervision required for one function. (RXB2 suggested)
Final Rating: ***Low*** ***Moderate*** ***High***	Communication checks are built into the prescribed fire plan.

7. Public and Political Interest

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The project is moderate in size for this plant community type. Smoke will be visible to residents of Crouch and Garden Valley and if the wind was from the north or northeast it would be in town. Limit the prescription to not accept the north or northeast wind to prevent this problem.
Final Rating: *Low* ***Moderate*** *High*	The issue has been resolved, thus lowering the rating, by not allowing a north or northeast wind in the prescription and if weather conditions change, suppressing remaining areas of fire.
Potential Consequences	**Rationale**

Preliminary Rating: ***Low*** ***Moderate*** ***High***	Unexpected or adverse events would attract some public attention due to the proximity of the burn to Crouch and Garden Valley but may not attract political and media attention unless a large escaped fire occurred. Local briefings of community leaders would be required at minimum.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	During normal operations no media releases will be needed. Three homeowners and Boise Cascade need to be notified when ignition is projected to begin and kept current on fire status. An information board may be needed in Garden Valley, Crouch, or both over the life of the project.
Final Rating: ***Low*** ***Moderate*** ***High***	A media person will be placed at the road fork near the bridge near the forks in the river to talk with local area folks and hunters.

8. Fire Treatment Objectives

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The prescribed fire objectives only require low to moderate intensity fire behavior to achieve. Both weather and fire behavior monitoring are expected to be easily conducted.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Several opportunities will exist to meet these objects. This particular burn is the last installment on a larger project. Failure to complete this particular unit will have minimal effects on overall project success.
Final Rating: ***Low*** ***Moderate*** ***High***	No change
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Measures to achieve the project objects are both easy to complete with few restrictions on the techniques. What restrictions exist are designed to mitigate any threats to the adjacent and nearby private lands. Pre-burn monitoring is needed to determine if the unit appears to be in prescription. Some during burn monitoring of fire behavior is needed to assure the limitations on large tree mortality are being met.

Final Rating: ***Low*** ***Moderate*** ***High***	No change.

9. Constraints

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Use of heavy equipment is prohibited in many areas due to slope steepness and soil type. Other that weather-related, no constraints exist on access, use of water sources, specific tactics, or aircraft use. Ignition is not expected to be restricted during any portion of the burn window or to minimize impacts to any special events or seasonal activities.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Project can be implemented whenever it is in prescription with exception of the period April 12-18. The only limitations on tactics is that use of heavy equipment to construct fireline is prohibited on slopes greater than 25%.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The limitations on use of heavy equipment should have no impact on project difficulty.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

10. Safety

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Special caution will be needed to protect the safety of the Burn Boss while on the lookout point while working around the center ridge line, and holders at the head of the draw at the northern tip of the unit. The risk to the Burn Boss is mitigated by sparse fuels on the center ridge line, continuous communication and the aerial platform provided by the helicopter. No firing should occur down wind of the Burn Boss's lookout location until he has been removed. Fatigue must be managed due to long drive times, the steep and narrow road accessing the top of the unit, and potentially long hours on steep slopes within unit.

Final Rating: ***Low*** ***Moderate*** ***High***	These mitigation measures have been built into the plan.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Moderate potential exists for more serious accidents related to fatigue, such as vehicle accidents, and prolonged walking on steep slopes, such as strains and sprains. Escape routes and safety zones must be constantly updated as burning progresses.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Some extra caution is needed to manage the safety risks to lighters while within the interior of the unit and for the Burn Boss while at the lookout point; special emphasis will be needed for communications and escape routes. Safety zones will be a special emphasis for holders on the flanks on the unit, particularly at the head of the draw on the northern tip and along the eastern flank. Special mitigation to protect public health and safety are not anticipated.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

11. Ignition Procedures/Methods

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The firing sequence and timing are somewhat critical to meet project objectives and manage safety risks through the center of the unit on the interior ridge. The Burn Boss can see most of the project area from the center ridge. The Ignition Specialist or the Holding Boss can usually be positioned to see those portions of the unit that the Burn Boss cannot and still perform those duties.
Final Rating: ***Low*** ***Moderate*** ***High***	
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	Firing methods and procedures must be coordinated across the center ridge to provide for adequate safety and meet project objectives. In the event of problems, firing could be halted in either draw or along the center ridgeline.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

Technical Difficulty	Rationale
Preliminary Rating: *Low* ***Moderate*** *High*	There is no need for special firing patterns, but coordination is needed when firing out the center ridge. Otherwise, standard strip-firing techniques from the upper elevation downward will be employed.
Final Rating: *Low* ***Moderate*** *High*	No change.

12. Interagency Coordination

Risk	Rationale
Preliminary Rating: *Low* ***Moderate*** *High*	This particular project is entirely on BLM-managed lands. Although the overall project involves the Forest Service, there has been excellent cooperation and coordination. Both National and regional preparedness levels are expected to be no higher than 2 and likely to be 1 at the time the burn is planned for completion.
Final Rating: *Low* ***Moderate*** *High*	No change.
Potential Consequences	**Rationale**
Preliminary Rating: *Low* ***Moderate*** *High*	An agreement is in place with the U.S. Forest Service and no interagency coordination issues are anticipated.
Final Rating: *Low* ***Moderate*** *High*	No change.
Technical Difficulty	**Rationale**
Preliminary Rating: *Low Moderate High*	There are no interagency issues, special agreements needed, or communication or coordination issues. Interagency resources should be readily available.
Final Rating: ***Low*** *Moderate High*	No change.

13. Project Logistics

Risk	Rationale
Preliminary Rating: ***Low*** *Moderate High*	No logistical support is anticipated. Supplies are readily available and no special transportation or storage needs exist. Ignition is expected to be completed in one day with rapid burnout of ignited fuels.

Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The primary potential logistical problem that might affect ignition completion in a single day is would be centered around the helicopter, PSD unit or the operator.
Final Rating: ***Low*** ***Moderate*** ***High***	No change
Technical Difficulty	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	No logistical support operation is anticipated.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

14. Smoke Management

Risk	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The project is expected to produce readily noticeable smoke for 1-2 days; afterwards, nighttime smoke may be noticed by the 3 residences closest to the burn for an additional 2-3 days. Smoke exposure or amounts are not expected to cause health or safety concerns for either firefighters or the public. Procedures have been identified in the plan to deal with any possible smoke impacts to the Middle Fork Road and Payette River Highway.
Final Rating: ***Low*** ***Moderate*** ***High***	No change**.**
Potential Consequences	**Rationale**
Preliminary Rating: ***Low*** ***Moderate*** ***High***	The Middle Fork Road or Payette River Highway may experience nighttime reductions in visibility for the first 1-2 days of the project should strong nighttime inversions develop.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.
Technical Difficulty	**Rationale**

Preliminary Rating: ***Low*** ***Moderate*** ***High***	Wind directions are limited in the burn plan to address both smoke concerns and escaped fire risk. Special coordination would be needed with Idaho State Police should the weather forecast call for strong nighttime inversions during the period of highest smoke production (first 1-2 days), but no special coordination is needed with the South Idaho Airshed Group.
Final Rating: ***Low*** ***Moderate*** ***High***	No change.

SUMMARY COMPLEXITY RATING

RISK OVERALL RATING Moderate

POTENTIAL CONSEQUENCES OVERALL RATING Moderate

TECHNICAL DIFFICULTY OVERALL RATING Moderate

SUMMARY COMPLEXITY RATING Moderate

RATIONALE: This project rates a moderate complexity due to the higher than average degree of coordination and communications needed to safely conduct the ignition operations. This higher level of coordination and communication is driven by the presence of multiple aspects and a ridge through the center of the unit. While the risk of escaped fire in the direction of private lands is considered low, the consequences range from moderate to high in the highly unlikely event of a high intensity fire reaching either the Boise Cascade timberlands or the 3 residences closest to the project area. Risk to hunters has been mitigated through notifications. Both the safety risk and the escaped fire risk are mitigated by low fuel loadings, an early spring burn timing, generally low intensity prescribed fire behavior, and ability to safely halt burning at three different locations within the unit.

Prepared by: _____ **Date:** _____

Approved by: _____ **Date:** _____
(Agency Administrator)

Appendix R

Wildland Fire Situation Analysis (WFSA)

WILDLAND FIRE SITUATION ANALYSIS

Wildland Fire Situation Analysis (WFSA) is a decision-making process in which the Agency Administrator or representative describes the situation, establishes objectives and constraints for the management of the fire, compares multiple strategic wildland fire management alternatives, evaluates the expected effects of the alternatives, selects the preferred alternative, and documents the decision. The format and level of detail required is dependent on the specific incident and it's complexity. The key is to document the decision.

WFSA INITIATION

FIRE NAME	
JURISDICTION(S)	
DATE AND TIME INITIATED	

VI. DECISION

The selected alternative is:

RATIONALE:

AGENCY ADMINISTRATOR SIGNATURE _____

DATE/TIME _____

I. WILDLAND FIRE SITUATION ANALYSIS

A. JURISDICTION(S):	B. GEOGRAPHIC AREA:

C. UNIT(S):	D. WFSA #:
E. FIRE NAME:	F. INCIDENT #:
G. ACCOUNTING CODE:	
H. DATE/TIME PREPARED:	

I. ATTACHMENTS:

- ☐ COMPLEXITY MATRIX/ANALYSIS[1]
- ☐ RISK ASSESSMENT[1]
- ☐ PROBABILITY OF SUCCESS[1]
- ☐ CONSEQUENCES OF FAILURE[1]
- ☐ MAPS[1]
- ☐ DECISION TREE[2]
- ☐ FIRE BEHAVIOR PROJECTIONS[1]
- ☐ CALCULATIONS OF RESOURCE REQUIREMENTS[1]
- ☐ OTHER (SPECIFY)

[1] Required
[2] Required by the USFS

Section II. Objectives and Constraints

The Agency Administrator completes this page.

II.A. Objectives: Specify criteria that should be considered in the development of alternatives.

Safety objectives for firefighters, aviation, and public must receive the highest priority, Suppression objectives must relate to resource management objectives in the unit resource management plan.

Economic objectives could include closure of all portions of an area, thus impacting the public, or impacts to transportation, communication and resource values.

Environmental objectives could include management objectives for airshed, water quality, wildlife, etc.

Social objectives could include any local attitudes toward fire or smoke that might affect decisions on the fire, safety, etc.

Other objectives might include legal or administrative constraints which would have to be considered in the analysis of the fire situation, such as the need to keep the fire off other agency lands, etc.

II.B. Constraints: List constraints on wildland fire action. These could include constraints to designated wilderness, wilderness study areas, environmentally or culturally sensitive areas, irreparable damage to resources or smoke management/air quality concerns. Economic constraints such as public and Agency cost could be considered here.

II. OBJECTIVES AND CONSTRAINTS

A. OBJECTIVES (must be specific and measurable):

1. *SAFETY:*
   Public

   Firefighter

2. *ECONOMIC:*

3. *ENVIRONMENTAL:*

4. *SOCIAL:*

5. *OTHER:*

B. CONSTRAINTS:

Section III. Alternatives

The FIRE MANAGER/and or INCIDENT COMMANDER complete(s) this page.

III.A. Wildland Fire Management Strategy: Briefly describe the general wildland fire strategies for each alternative. Alternatives must meet resource management plan objectives.

III.B. Narrative: Briefly describe each alternative with geographic names, locations, etc., that would be used when implementing a wildland fire strategy. For example, “Contain within the Starvation Meadows’ watershed by the first burning period”.

III.C. Resources Needed: Resources listed must be reasonable to accomplish the tasks described in Section III.B. It is critical to also look at the reality of the availability of these needed resources.

III.D. Estimated Final Fire Size: Estimated final size for each alternative at time of containment.

III.E. Estimated Contain/Control Date: Estimates for each alternative shall be made based on predicted weather, fire behavior, resource availability and the effects of wildland fire management efforts.

III.F. Cost: Estimate all fire costs for each alternative. Consider mopup, rehabilitation, and other costs as necessary.

III.G. Risk Assessment: Probability of success/Consequences of failure: Describe probability as a % and associated consequences for success and failure. Develop this information from models, practical experience or other acceptable means. Consequences described will include fire size, days to contain, days to control, costs and other information such as park closures and effect on critical habitat. Include fire behavior and long-term fire weather forecasts to derive this information.

III.H. Complexity: Assign the complexity rating calculated in the Guide for Assessing Fire Complexity.

III.I. Maps: A map for each alternative must be prepared. The map shall be based on the “Probability of success/Consequences of Failure” and include other relative information.

III. ALTERNATIVES

	A	B	C
A. WILDLAND FIRE STRATEGY:			
B. NARRATIVE:			
C. RESOURCES NEEDED: HANDCREWS			
ENGINES			
DOZERS			
AIRTANKERS			
HELICOPTERS			
D. ESTIMATED FINAL FIRE SIZE:			
E. ESTIMATED CONTAIN/ CONTROL DATE			
F. COSTS:			
G. RISK ASSESSMENT: PROBABILITY OF SUCCESS/ CONSEQUENCES OF FAILURE			
H. COMPLEXITY:			
I. ATTACH MAPS FOR EACH ALTERNATIVE			

Section IV. Evaluation of Alternatives

The Agency Administrator(s), FMO and/or Incident Commander(s) completes this page.

IV.A. Evaluation Process: Conduct an analysis for each element of each objective and each alternative. Objective shall match those identified in section II.A. Use the best estimates available and quantify whenever possible. Provide ratings for each alternative and corresponding objective element. Fire effects may be negative, cause no change or may be positive. Examples are: 1) a system which employs a "-" for negative effect, a "0" for no change, and a "+" for positive effect; 2) a system which uses a numeric factor for importance of the consideration (soils, watershed, political, etc.) and assigns values (such as -1 to +1, -100 to +100, etc.) to each consideration, then arrives at a weighted average. If you have the ability to estimate dollar amounts for natural resource and cultural values this data is preferred. Use those methods which are most useful to managers and most appropriate for the situation and agency. To be able to evaluate positive fire effects, the area must be included in the resource management plan and be consistent with prescriptions and objectives of the Fire Management Plan.

Sum Of Economic Values: Calculate for each element the net effect of the rating system used for each alternative. This could include the balance of: pluses (+) and minuses (-), numerical rating (-3 and +3), or natural and cultural resource values in dollar amounts. (Again resource benefits may be used as part of the analysis process when the wildland fire is within a prescription consistent with approved Fire Management Plans and in support of the unit's Resource Management Plan.)

IV. EVALUATION OF ALTERNATIVES

A. EVALUATION PROCESS	A	B	C
SAFETY			
Firefighter			
Aviation			
Public			
Sum of Safety Values			
ECONOMIC			
Forage			
Improvements			
Recreation			
Timber			
Water			
Wilderness			
Wildlife			
Other (specify)			
Sum of Economic Values			
ENVIRONMENTAL			
Air			
Visual			
Fuels			
T & E Species			
Other (specify)			
Sum of Environmental Values			
SOCIAL			
Employment			
Public Concern			
Cultural			
Other (Specify)			
Sum of Social Values			

Section V. Analysis Summary

The Agency Administrator(s), FMO and/or Incident Commander(s) complete this page.

V.A. Compliance with Objectives: Prepare narratives that summarize each alternative's effectiveness in meeting each objective. Alternatives that do not comply with objectives are not acceptable. Narratives could be based on effectiveness and efficiency. For example: "most effective and least efficient", "least effective and most efficient", "or "effective and efficient". Or answers could be based on a two-tiered rating system such as "complies with objective" and "fully complies with or exceeds objective". Use a system that best fits the manager's needs.

V.B. Pertinent Data: Data for this section has already been presented and is duplicated here to help the Agency Administrator(s) confirm their selection of an alternative. Final Fire Size is displayed on page three, section III.D. Complexity is calculated in the attachments and displayed on page three, section III.H. Costs are displayed on page three, section III.F. Economic Values have been calculated and displayed on page four. Probability of Success/Consequences of Failure are calculated in the attachments and displayed on page three, section III.G.

V.C. External and Internal Influences: Assign information and data occurring at the time the WFSA is signed. Identify the Preparedness Index (1 through 5) for the National and Geographic levels. If available, indicate the Incident Priority assigned by the MAC group. Designate the Resource Availability status. This information is available at the Geographic Coordination Center and needed to select a viable alternative. Designate "yes" indicating an up-to-date weather forecast has been provided to, and used by, the Agency Administrator(s) to evaluate each alternative. Assign information to the "other" category as needed by the Agency Administrator(s).

Section VI. Decision

Identify the alternative selected. Must have clear and concise rationale for the decision, and a signature with date and time. Agency Administrator(s) signature is mandatory.

V. ANALYSIS SUMMARY

ALTERNATIVES	A	B	C
A. COMPLIANCE WITH OBJECTIVES: *SAFETY* *ECONOMIC* *ENVIRONMENTAL* *SOCIAL* *OTHER*			
B. PERTINENT DATA:			
FINAL FIRE SIZE			
COMPLEXITY			
COST			
RESOURCE VALUES			
PROBABILITY of SUCCESS			
CONSEQUENCES of FAILURE			
C. EXTERNAL/INTERNAL INFLUENCES:			
NATIONAL AND GEOGRAPHIC PREPAREDNESS LEVEL			
INCIDENT PRIORITY			
RESOURCE AVAILABILITY			
WEATHER FORECAST (LONG-RANGE)			
FIRE BEHAVIOR PROJECTIONS			

Section VII. Daily Review

The Agency Administrator(s), or designate complete(s) this page.

The date, time and signature of reviewing officials are reported in each column for each day of the Incident. The status of Preparedness Level, Incident Priority, Resource Availability, Weather Forecast, and WFSA Validity is completed for each day reviewed. Ratings for the Preparedness Level, Incident Priority, Resource Availability, Fire Behavior, and Weather Forecast are addressed on page five, section V.C. Assign a “yes” under “WFSA Valid” to continue use of this WFSA. A “no” indicates this WFSA is no longer valid and another WFSA must be prepared or the original revised.

VII. DAILY REVIEW

SELECTED ALTERNATIVE TO BE REVIEWED DAILY TO DETERMINE IF STILL VALID UNTIL CONTAINMENT OR CONTROL

DATE	TIME	BY	PREPAREDNESS LEVEL	INCIDENT PRIORITY	RESOURCE AVAILABILITY	WEATHER FORECAST	FIRE BEHAVIOR PROJECTIONS	WFSA VALID

IF WFSA IS NO LONGER VALID, A NEW WFSA WILL BE COMPLETED

WFSA COMPLETION/FINAL REVIEW

THE SELECTED ALTERNATIVE ACHIEVED DESIRED OBJECTIVES ON (DATE/TIME):	
THE SELECTED ALTERNATIVE DID NOT ACHIEVE THE DESIRED OBJECTIVES AND A NEW WFSA WAS PREPARED ON (DATE/TIME):	
AGENCY ADMINISTRATOR OR REPRESENTATIVE SIGNATURE:	

A GUIDE FOR ASSESSING FIRE COMPLEXITY

The following questions are presented as a guide to assist the Agency Administrator and staff in analyzing the complexity or predicted complexity of a fire situation. Because of the time required to assemble or move an Incident Management Team to a fire, this checklist should be completed when a fire escapes initial attack and be kept as part of the fire records. This document is prepared concurrently with the preparation of and attached to a new or revised Wildland Fire Situation Analysis. It must be emphasized that this analysis should, where possible, be based on predications to allow adequate time for assembling and transporting the ordered resources.

Use of the Guide:

1. Analyze each element and check the response yes or no.

2. If positive responses exceed, or are equal to, negative responses within any primary factor (A through G), the primary factor should be considered as a positive response.

3. If any three of the primary factors (A through G) are positive response, this indicates the fire situation is or is predicted to be Type I.

4. Factor H should be considered after all above steps. If more than two of these iter there are fewer than three positive responses in the primary factors (A-G) a Type II team should be considered. If the answers to all questions in H are negative, it may be advisable to allow the existing overhead to continue action on the Fire.

GLOSSARY OF TERMS

Potential for blow-up conditions - **Any combination of fuels, weather and topography excessively endangering personnel.**

Threatened and endangered species - **Threat to habitat of such species, or in the case of flora, threat to the species itself.**

Smoke Management - **Any situation which creates a significant public response, such as smoke in a metropolitan area or visual pollution in high-use scenic areas.**

Extended exposure to unusually hazardous line conditions - **Extended burnout or backfire situations, rock slides, cliffs extremely steep terrain, abnormal**

fuel situations such as frost killed foliage, etc.

Disputed Fire Management responsibility - **Any wildland fire where responsibility for management if not agreed upon due to lack of agreements or different interpretations, etc.**

Disputed fire policy - **Differing fire policies between suppression agencies when the fire involves multiple ownership is an example.**

Pre-existing controversies - **These may or may not be fire management related. Any controversy drawing public attention to an area may present unusual problems to the fire overhead and local management.**

Have overhead overextended themselves mentally or physically - **This is a critical item that requires judgment by the responsible agency. It is difficult to write guidelines for this judgment because of the wide differences between individuals. If, however, the Agency Administrator feels the existing overhead cannot continue to function efficiently and take safe and aggressive action due to mental or physical reasons, assistance is mandatory.**

FIRE COMPLEXITY ANALYSIS

A. FIRE BEHAVIOR: Observed or Predicted	Yes/No
1. Burning Index (from on-site measurement of weather conditions). Predicted to be above the 90% level using the major fuel model in which the fire is burning.	___ ___
2. Potential exists for "blowup" conditions (fuel moisture, winds, etc).	___ ___
3. Crowning, profuse or long-range spotting.	___ ___
4. Weather forecast indicating no significant relief or worsening conditions.	___ ___
Total	___ ___

B. RESOURCES COMMITTED:	
1. 200 or more personnel assigned.	___ ___
2. Three or more divisions.	___ ___
3. Wide variety of special support personnel.	___ ___
4. Substantial air operation which is not properly staffed.	___ ___
5. Majority of initial attack resources committed.	___ ___
Total	___ ___

C. RESOURCES THREATENED:	
1. Urban interface.	___ ___
2. Developments and facilities.	___ ___
3. Restricted, threatened or endangered species habitat.	___ ___
4. Cultural sites.	___ ___
5. Unique natural resources, special designation zones or wilderness.	___ ___
6. Other special resources.	___ ___
Total	___ ___

D. SAFETY:	
1. Unusually hazardous fire line conditions.	___ ___
2. Serious accidents or fatalities.	___ ___
3. Threat to safety of visitors from fire and related operations.	___ ___
4. Restrictions and/or closures in effect or being considered.	___ ___
5. No night operations in place for safety reasons.	___ ___
Total	___ ___

E. OWNERSHIP: Yes/No

1. Fire burning or threatening more than one jurisdiction. ___ ___
2. Potential for claims (damages). ___ ___
3. Different or conflicting management objectives. ___ ___
4. Dispute over fire management responsibility. ___ ___
5. Potential for unified command. ___ ___

Total . . . . . ___ ___

F. EXTERNAL INFLUENCES:

1. Controversial wildland fire management policy. ___ ___
2. Pre-existing controversies/relationships. ___ ___
3. Sensitive media relationships. ___ ___
4. Smoke management problems. ___ ___
5. Sensitive political interests. ___ ___
6. Other external influences. ___ ___

Total . . . . . ___ ___

G. CHANGE IN STRATEGY

1. Change in strategy (from lower to higher intensity management). ___ ___
2. Large amounts of unburned fuel within planned perimeter. ___ ___
3. WFSA invalid or requires updating. ___ ___

Total . . . . . ___ ___

H. EXISTING OVERHEAD:

1. Worked two operational periods without achieving initial objectives. ___ ___
2. Existing management organization ineffective. ___ ___
3. Overhead/IMT overextended mentally and/or physically. ___ ___
4. Incident actions plans, briefings, etc., missing or poorly prepared. ___ ___

Total . . . . . ___ ___

Signature	
Date	Time

WFSA INSTRUCTIONS

Section I. WFSA Information Page

The Agency Administrator completes this page.

I.A. Jurisdiction(s): Assign the agency that have or could have fire protection responsibility, e.g., USFWS, Forest Service, BLM, etc.

I.B. Geographic Area: Assign the recognized "Geographic Coordination Area" in which the fire is located, e.g., Northwest, Northern Rockies, etc.

I.C. Unit: Designate the local administrative unit, e.g., Hart Mountain Refuge Area, Flathead Indian Reservation, etc.

I.D. WFSA #: Identify the number assigned to the most recent WFSA for this fire.

I.E. Fire Name: Self-explanatory.

I.F. Incident Number: Identify the agency number assigned to the fire, e.g., BOD 296, BNF 001.

I.G. Accounting Code: Insert the local unit's accounting code.

I.H. Date/Time Prepared: Self-explanatory.

I.I. Attachments: Check here to designate attachments used in the completion of the WFSA. "Other" could include data or models used in the development of the WFSA. Briefly describe the "other" items used.

Appendix S

5100-29 Fire Report

1. Fire Name					2. Local Fire Number (Local use only)	
3. Location	4. Township	Range	Section	Sub-section	Principal Meridian	

IDENTIFICATION

5. Region	6. Forest	7. District	8. Fire Number	9. Protecting Agency at Origin	10. Ownership at Origin	11. State at Origin	12. County at Origin	13. Fire Mgnt Zone

OCCURRENCE

14. Point of Origin		15. Time of Ignition				16. Time of Discovery			
Latitude	Longitude	Mo.	Day	Year	HHMM	Mo.	Day	Year	HHMM

17. Detection Method	18. Statistical Cause	19. General Cause	20. Specific Cause	21. Class of People

ACTION

22. Initial Strategy: ☐ Suppression ☐ Wildland fire used for resource benefits. 23. Escaped Fire: ☐

24. Time of Initial Action				25. Time Final Suppression Strategy Attained				26. Time Fire Out			
Mo.	Day	Year	HHMM	Mo.	Day	Year	HHMM	Mo.	Day	Year	HHMM

27. Forces Used:	Resource Type / Agency Group (F or C) /	Quantity	Resource Type / Agency Group (F or C) /	Quantity	Resource Type / Agency Group (F or C) /	Quantity
Up to Time of	/ /		/ /		/ /	
Attainment of	/ /		/ /		/ /	
Initial Strategy	/ /		/ /		/ /	
or Escape	/ /		/ /		/ /	

DESCRIPTION

28. Estimated FS FFF Cost (whole dollars)	29. FS Acres (All Forests)	30.Non-FS Acres Protected by FS	31. Non-FS Acres Not Prot by FS	**Total Acres**	32. Acres Managed for Resource Benefit
	.	.	.	.	.

33. FMZ NVC/ Acre ($)	34. Fire Intensity Level	35. Rep Weather Station	36. NFDRS Fuel Model	37. Cover Class	38. Slope Pct	39. Aspect	40. Elevation (feet)

OPTIONS

41. Special Codes ____/____ ____/____ ____/____ ____/____ ____/____ ____/____

42. Remarks

43. Submitted by:	44. Date	45. Approved by:	46. Date

SUPPLEMENT FOR LARGE FIRE ACRES BURNED

47. Prot Agency	48. FS Unit /	49. Land Ownership	50. Acres .	47. Prot Agency	48. FS Unit /	49. Land Ownership	50. Acres .
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