DEPARTMENT OF THE ARMY
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT
600 ARMY PENTAGON
WASHINGTON DC 20310-0600

DAIM-ZA (200-3)

SEP 0 4 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Wildland Fire Policy Guidance

1. References:

a. AR 420-90, 10 Sep 97, Fire and Emergency Services.

b. AR 200-3, 28 Feb 95, Natural Resources - Land, Forest and Wildlife Management.

2. The enclosed policy guidance is effective immediately. Resource-dependent requirements should be included in budget strategies and implemented as soon as possible, but not later than the end of FY 07. Implementation is necessary to address safety, land management, and environmental compliance. This guidance supplements references 1a and 1b and applicability is the same as those regulations. Army wildland fire policy guidance is compatible with Transformation of Installation Management.

3. Where this guidance impacts bargaining unit employees' condition of employment, statutory and contractual labor relations' obligations must be met prior to its implementation.

4. Responsible organization for all fire and emergency services is Director of Facilities and Housing supported in wildland fire management by Director of Environmental Programs. The points of contact are Mr. Bruce Park, (703) 428-6174 and Mr. Bill Woodson, (703) 693-0680, respectively.

Encl
as

for J C Meng
LARRY J. LUST
Major General, GS
Assistant Chief of Staff
for Installation Management

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SUBJECT: Army Wildland Fire Policy Guidance

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ARMY WILDLAND FIRE POLICY GUIDANCE

1.0 Integrated Wildland Fire Management Policy. The Army adopts the following policies and standards:

1.1 Review and Update of the 1995 Federal Wildland Fire Management Policy, Jan 01.

1.2 National Wildfire Coordinating Group (NWCG) Wildland and Prescribed Fire Qualification System Guide (PMS 310- 1/NFES 1414), Jan 00.

1.3 National Fire Protection Association (NFPA) Standard 295 – *Standard for wildfire control*, Standard 299 – *Protection of life and property from wildfire*, and Standard 1051- *Wildland firefighter professional qualification standard.*

1.4 DoD Instruction 6055.6, 10 Oct 00, DoD Fire and Emergency Services Program.

2.0 Applicability. This policy guidance has the same applicability as AR 420-90, Fire and Emergency Services and AR 200-3, Natural Resources - Land, Forest and Wildlife Management. This policy guidance supplements both of these Army Regulations. In addition, it is applicable under Transformation of Installation Management.

3.0 Planning. Installations with unimproved grounds that present a wildfire hazard and/or installations that utilize prescribed burns as a land management tool will develop and implement an Integrated Wildland Fire Management Plan (IWFMP) that is compliant and integral with the Integrated Natural Resources Management Plan (INRMP), the installations' existing fire and emergency services program plan(s), and the Integrated Cultural Resources Management Plan (ICRMP).

4.0 Program Authority

4.1 The Assistant Chief of Staff for Installation Management (ACSIM) is responsible for oversight of the program, updating policy, and resolving policy questions through the Facilities and Housing Directorate in coordination with the Environmental Programs Directorate.

4.2 The ACSIM, through the HQ Installation Management Agency, Regions and the Headquarters, National Guard Bureau (HQ, NGB) will provide information to installations necessary to perform wildland fire management in accordance with this guidance. The ACSIM and HQ, NGB will assure that wildland fire program reviews are incorporated into Fire and Emergency Services Operational Readiness Inspections and Environmental Compliance Assessment Screenings.

4.3 The garrison commander, or appropriate designee, defines the roles and responsibilities for wildland fire management on the installation, plans and programs resources, and will designate

an installation Wildland Fire Program Manager in either the Fire and Emergency Services or Natural Resources organization.

4.4 The garrison commander, or appropriate designee, approves the installation IWFMP.

4.5 The garrison commander approves the deployment of Army civilian firefighters to any off installation incident.

4.6 The installation Wildland Fire Program Manager is responsible for development of the IWFMP. Additionally, the Wildland Fire Program Manager reviews and approves burn plans for prescribed fires to insure consistency with the IWFMP, the INRMP, and other applicable operating instructions such as State and local regulations.

4.7 The Director of Military Support is responsible for deployment of military firefighters and equipment.

5.0 Wildland Fire Standards. Army organizations involved in wildland fire activities will incorporate NWCG organizational standards into their organizational structure when necessary to accommodate cooperation and integration with other federal, state, and local wildland fire organizations across jurisdictional boundaries.

6.0 Certification, Training, and Fitness Standards for Wildland Fire Management Personnel.

6.1 Certification Standards. All civilian, contractor, and emergency services personnel involved in wildland fire management must possess certifications appropriate for their expected level of involvement in the wildland fire organization. All Army personnel must meet the NFPA or NWCG Standards for certification or be certified by the State in which the installation is located as a Prescribed Burn Manager. This certification does not apply to military personnel deployed by orders from the Director of Military Support.

6.1.1 Personnel in the GS-081 job series, 51M career paths, and contractors will meet the certification standards specified in NFPA Standard 1051 – Standard for Wildland Fire Fighter Professional Qualifications and NFPA Standard 1002 – Standard for Fire Apparatus Driver/Operator Professional Qualifications. All other Army personnel with jobs requiring wildland fire responsibilities may use the NWCG Wildland Fire Qualification Subsystem Guide (PMS 310-1/NFES 1414) to attain the required NFPA certification. Personnel who have learned skills from sources outside wildfire suppression, such as agency specific training programs or training and work in prescribed fire, structural fire, law enforcement, search and rescue, etc., may not be required to complete specific courses in order to qualify in a wildfire position. However, position task books must be completed for documentation of certification.

6.1.2 Personnel mobilized to participate in wildland fire management activities on properties not under DoD jurisdiction, either through mutual aid agreement or other means, must be certified for the expected level of involvement under NWCG standards. GS-081 job series, Army contractor, and 51M personnel that seek certifications other than the NFPA Job Levels must

comply with the appropriate NWCG criteria. Deployment of civilian or military personnel by national request and reimbursement procedures is contained in Appendix A.

6.1.3 Position descriptions for new hires that will participate in wildland fire activities will reflect the expected level of involvement and required certifications. Position descriptions with wildland fire management duties must state if the position qualifies the position holder as a primary or secondary wildland firefighter, as described in Chapter 46 of the Office of Personnel Management Civil Service Retirement System and Federal Employees Retirement System Handbook for Personnel and Payroll Offices. Personnel not classified as a primary or secondary wildland firefighter will perform duty in wildland fire management activities as qualified.

6.1.4 Primary and secondary wildland firefighters will be certified, as a minimum requirement, in Cardio-Pulmonary Resuscitation (CPR) and Standard First Aid by the American Red Cross or comparable certification authority.

6.1.5 HQ Air Force Civil Engineering Support Agency/Civil Engineering Fire Protection is the executive agent for the DoD Fire Fighter Certification Program (FFCP) and is responsible for issuing, maintaining, and tracking of NFPA wildland firefighter certifications. The ACSIM, Facilities and Housing Directorate, is responsible for maintaining and annually updating a list of NWCG certified wildland firefighters for the Army. The installation Wildland Fire Program Manager is responsible for issuing, signing, maintaining, and tracking of NWCG Qualification Card/Incident Command System (also known as "Red Cards") for installation personnel.

6.2 Physical Fitness Standards.

6.2.1 The installation IWFMP will describe a measurable and objective evaluation test (medical exam, step-test, pack test, etc.) that will be used to establish physical fitness standards for personnel that participate in wildland fire management activities. All required exams will be paid for by the Government. DoD 6055.6-M Department of Defense Fire and Emergency Services Certification Program, and NWCG Publications Management System (PMS) 310-1/National Fire Equipment System (NFES) 1414 – *Wildland and Prescribed Fire Qualification System Guide*, NFES 1596-*Fitness and Work Capacity*, and NFES 2071 – *Fit to Work, Fatigue and the Firefighter* provide guidance for establishing physical fitness standards for wildland fire management activities.

6.2.2 Personnel whose job description requires participation in wildland fire management activities as a primary or secondary firefighter on Army installations will meet the pre-employment medical and physical criteria contained in NFPA 1500 – *Standard on Fire Department Occupational Safety and Health Program* and receive a physical examination as specified in NFPA 1582 – *Standard on Medical Requirements for Fire Fighters*. Medical and physical requirements for personnel not classified as primary/secondary wildland firefighters shall be as specified in the installation IWFMP.

7.0 Integrated Wildland Fire Management Plan. The Installation IWFMP should be developed to reduce wildfire potential, effectively protect and enhance valuable natural resources, integrate applicable state and local permit and reporting requirements, and implement

ecosystem management goals and objectives on Army installations. It should be reviewed and updated annually and revised at a minimum once every five years. The IWFMP will directly support installation missions and be consistent with installation emergency operations plans, while being integrated with the INRMP, the installation's fire and emergency services plan, and the ICRMP, if they exist. The IWFMP may be included in the INRMP or the fire and emergency services program plan(s). Regional IWFMPs under the Transformation of Installation Management are acceptable but must be supplemented locally as needed. The IWFMP will ensure integration by including in its development all organizations having fire responsibility on the installation, and it will be coordinated with installation mission operations and other appropriate installation organizations. Response to wildland fire will be based on the IWFMP and in accordance with land management objectives. Installations with minor wildfire hazard and/or prescribed burning activities may be exempted from the IWFMP requirement by the ACSIM, Facilities and Housing Directorate or HQ, NGB with concurrent notification of the ACSIM, Facilities and Housing Directorate. As a minimum, the installation IWFMP will include the following components:

7.1 Goals and Objectives. The Plan shall establish goals and objectives for the wildland fire management program on the installation.

7.2 Organizational Structure and Responsibilities. The IWFMP will describe the wildland fire management organizational structure, and will indicate its position within the installation command structure. The organizational structure for wildland fire activities will be consistent with NWCG Incident Command System (ICS) standards. The plan will describe responsibilities for all installation personnel involved in fire and emergency response.

7.3 Interagency Cooperation and Mutual Aid Agreements. The IWFMP will identify procedures for cooperative management, emergency assistance, and mutual aid off the installation. Installations are encouraged to develop regional partnerships through reciprocal agreements among DoD installations and other federal, state, local, and private entities to share planning/management strategies and resources (e.g. human, logistical, and operational resources). These reciprocal agreements must be in place if emergency assistance is planned off the installation. Emergency assistance and mutual aid agreements will conform to the guidelines stated in DODI 6055.6 – DoD Fire and Emergency Services Program and AR 420-90, Fire and Emergency Services. Place copies of interagency agreements or mutual aid agreements in the appendix to the IWFMP.

7.4 Smoke Management and Air Quality. Describe the mission, environmental, human health, and safety factors as well as applicable state and local permit reporting requirements specific to the installation and region that affect smoke management and identify necessary mitigation practices. Refer to NWCG publication PMS 420-2/NFES 1279 – *Prescribed Fire Smoke Management Guide* for guidance on factors to consider.

7.5 Safety and Emergency Operations. Identify installation-specific safety and emergency operations protocols. Identify safety procedures for unexploded ordnance in wildfire situations. Identify areas where quality, quantity, or types of unexploded ordnance render the area inappropriate for fire fighting, such as 40 mm. grenade impact areas. Establish appropriate

specialized procedures when ammunition or hazardous materials storage areas might be involved. Use NFPA 1977 – *Standard on Protective Clothing and Equipment for Wildland Fire Fighting*, which establishes the requirements for protective clothing. The IWFMP must reflect that firefighter and public safety is the highest priority in every wildland fire management activity.

7.6 Risk Assessment/Decision Analysis Processes. Sound operational risk management will be the foundation for all wildland fire management plans and activities. Identify the indices and/or fire danger rating systems that must be considered before conducting wildland fire activities to determine fire hazard, severity, intensity, and other significant factors affecting the protection of life and property. Identify the environmental factors that will be measured prior to ignition of a prescribed fire treatment. Identify normal and unique weather patterns that affect fire behavior on the installation.

7.7 Wildland Fire History. Include an appendix that provides an analysis of both recent and long-term wildland fire history.

7.8 Natural and Cultural Resource Considerations. Identify sensitive natural and cultural resources that should be given consideration before conducting any wildland fire management activity. Consider development of a comprehensive, interagency strategy for fire management to help achieve ecosystem sustainability. Incorporate mitigation, burned-area rehabilitation, and fuels reduction and restoration activities that contribute to ecosystem management. Consider use of maintained, vegetated firebreaks to protect sensitive areas.

7.9 Mission Considerations. Identify mission requirements and potential impacts to the installation and tenant unit missions (positive and negative) that may occur as a result of implementation of the IWFMP.

7.10 Wildland Fuel Factors. Identify the effects of installation and community wildland fuel types and fuel loads on fire behavior. Display data on fuel types and fuel loading by maps or other means. Conduct fuel surveys to collect wildland fire fuels data if necessary.

7.11 Monitoring Requirements. Identify the environmental factors that will be monitored and the frequency of monitoring required for both a wildfire and prescribed fire. Identify post-fire assessment protocols for both wildfire and prescribed fires.

7.12 Public Relations. Identify a protocol for notifying the media or other affected public for wildfire incidents and prescribed burning activities. Incorporate wildland fire, both protection and ecological aspects, into installation and public awareness programs.

7.13 Funding Requirements. Identify the funding requirements to train and equip wildland fire management personnel to ensure safe, effective, and cost-efficient operations in support of the IWFMP. Identify the appropriate sources of funding for wildland fire activities.

7.14 Personnel Training and Certification Standards and Records.

7.14.1 Identify the staffing requirements, according to specific certification and training requirements, for the tasks associated with wildland fire management activities on the installation. Current training and qualification records will be maintained for all personnel involved in wildland fire management activities. The garrison commander or designee will assure the maintenance of training records (e.g. through the Civilian Personnel Office, Wildland Fire Program Manager, or Fire Chief (see also paragraph 6.1.5)).

7.14.2 Provide opportunities for maintenance of current knowledge on the science of fire and fire management and to take advantage of new technology.

7.15 Programmatic Environmental Assessment. Implementation of the IWFMP requires an assessment of the environmental effects as required by AR 200-2, *Environmental Analysis of Army Actions*, dated 29 Mar 02.

8.0 Funding.

8.1 Funding for IWFMP implementation, wildland fire prevention, fuels management for hazard reduction, wildland fire suppression, prescribed burning, and other wildland fire management is an installation operations and maintenance responsibility. Resource planning and programming responsibility should be addressed in the next Program Objective Memorandum cycle.

8.2 The Integrated Training Area Management funds may be used for construction and maintenance of fire/fuel breaks, or other fuel removal directly associated with ranges/training areas.

8.3 Proceeds from the sale of forest products may be used for protection of forests on land in forestry reimbursable programs in accord with Memorandum, DAIM-ED-N, 17 Aug 99, subject: Army Regulatory Guidance for Reimbursable Agricultural/Grazing and Forestry Programs.

8.4 Wildland fire management activities conducted for the purpose of compliance with environmental laws and regulations will be supported by environmental conservation funds.

8.5 Mission activities, e.g. training and testing, may support wildland fire management and suppression as required and agreed to by the participating organizations. The garrison commander or designee will mediate and organize such arrangements.

9.0 Prescribed Fires.

9.1 Use of Prescribed Fire on Army Installations. Prescribed fire may be used as a management tool to support mission needs and to attain the goals and objectives of the INRMP. The Army recognizes two types of prescribed fires: 1) those ignited by qualified personnel in accordance with an approved prescribed burn plan, and 2) wildfires managed under prescribed conditions as addressed in an approved IWFMP.

9.2 Site Specific Burn Plans. A site specific burn plan will be developed for each prescribed burn conducted on Army property. The installation IWFMP will identify the required components for site-specific burn plans. At a minimum, burn plans will include the following:

- Burn objectives
- Acceptable weather and fuel moisture parameters
- Required personnel and equipment resources
- Burn area map
- Smoke management plan
- Safety considerations
- Pre-burn authorization/notification checklist
- Coordination to consider wildlife, endangered species, cultural resources, and noxious weed effects.
- Alternative plan to cover plan of action if wind direction changes during prescribed burn.
- Plan for analysis of burn success and identification of lessons learned.

9.3 Use of Fire Breaks. When planning for prescribed fires, and when suppressing wildfire, utilize natural and existing man-made features whenever possible. Fire breaks must be constructed, maintained, or rehabilitated to prevent erosion.

10.0 Mutual Aid.

10.1 Following proper coordination with the office of the Deputy Chief of Staff, G-3, military assistance (both military and civilian personnel) may be furnished to the National Interagency Fire Center (NIFC) in national fire emergencies pursuant to the Memorandum of Understanding between the Department of Defense and The Departments of Agriculture and the Interior dated 1975. Support to NIFC is reimbursable under the Economy Act. Procedures for deployment of civilian or military personnel by national request are provided in Appendix A.

10.2 Local area assistance included in existing agreements (paragraph 7.3) may be authorized by the garrison commander.

11.0 Labor Relations. In the implementation of this policy guidance, activities should ensure compliance with their statutory labor relations obligations.

APPENDIX A. DEPLOYMENT AND REIMBURSEMENT PROCEDURES (not applicable outside the Continental US)

1.1 Preparedness Levels 1 – 5 (Non-Military). Army civilian firefighters may be deployed if requested by the National Interagency Fire Center (NIFC) and coordinated with the Director of Military Support (DOMS). The request will be channeled from NIFC through the Geographic Area Coordination Center (GACC) to the Dispatch Center and finally to the specific civilian resource. Conditions for any deployment of civilian personnel include willingness of civilians to volunteer, approval by the installation or garrison commander, and coordination (through the chain of command) with DOMS. If deployed to a different set of duties than normally assigned, the assignment must be accomplished by detail. The Army will annually assemble a list of Department of Army civilians that are certified (red card), their level of certification, and dates of availability. It is from this list that NIFC, through the GACCs, requests appropriate civilian resources. This list is provided to each of the GACCs and to the DOMS annually. This procedure is different than the procedure for deployment of other military assets as outlined below. It is designed to accommodate national requirements for specific civilian expertise to be integrated with other Federal and State agencies.

1.2 Preparedness Level 5 (Military). Army military firefighters may be deployed if requested by the National Interagency Fire Center (NIFC) through (DOMS).

2.0 Fiscal and Entitlement Support. Support to NIFC is fully reimbursable under the Economy Act. Volunteers will continue to be paid from their current payroll offices. All actual costs, including base salary, overtime, TDY travel, and per diem will be paid IAW paragraph 2.2. Employees selected for these assignments would be detailed to a set of duties and placed on TDY. NIFC will report employee work hours and leave to each employee's timekeeper weekly.

2.1 Benefits and Entitlements. All current enrollments in Federal benefit coverage will continue, i.e., Federal Employees Health Benefits, Federal Employee Group Life Insurance, Thrift Savings Plan, Workers Compensation, etc. Individuals with private insurance should check with their respective carriers to determine coverage. Firefighters identified for deployment should be advised to update their designation of beneficiaries, emergency contacts, and medical allergies statements. If required, components would submit a request for waiver of the biweekly maximum earnings limitation for approval.

2.2 Reimbursement. Local resource managers should establish a local automatic reimbursable account. At the conclusion of the mission, components will prepare and forward a SF 1080 billing for all actual expenses incurred to NIFC. For fires located west of the Mississippi River, this should be done through the coordinating activity at 5th Continental U.S. Army, Ft. Sam Houston, TX. The POC for reimbursement can be reached at DSN, 471-2566, commercial, (210) 221-2566. For fires located East of the Mississippi River, the coordinating activity is the 1st Continental U.S. Army, Ft. Gillem, GA. The POC for reimbursement can be reached at DSN, 797-7560, commercial, 404-469-7560.