

# INDIAN AFFAIRS DIRECTIVES TRANSMITTAL SHEET

(modified DI-416)

DOCUMENT IDENTIFICATION NUMBER 90 IAM 3	SUBJECT Wildland Fire Management, Fire Management Programs	RELEASE NUMBER #85
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**EXPLANATION OF MATERIAL TRANSMITTED:**

Wildland fire management programs are comprised of wildland fire preparedness, wildland fire prevention, emergency operations, hazardous fuel reduction, and rehabilitation of burned areas. Within these, consideration is given to personnel requirements, equipment, action plans, fire suppression, and stabilization to minimize threats to life or property and prevent degradation of natural and cultural resources.

This chapter replaces 90 IAM 3, Release #99-04, 5/25/99.



William P. Ragsdale  
Director, Bureau of Indian Affairs

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**FILING INSTRUCTIONS:**

Remove: 90 IAM 3 Release #99-04, 5/25/99

Insert: 90 IAM 3

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**3.1 Wildland Fire Preparedness.** Budget requests for wildland fire preparedness are based on an approved fire program analysis. Cost categories include:

**A. Permanent personnel.** Positions must be identified in the approved fire program analysis. Allowable costs include: base salaries, benefits and support costs for those individuals with general oversight responsibilities for an integrated fire program, or specific responsibilities for programs in fire suppression, emergency stabilization, rehabilitation, fire prevention, fire planning, and hazard fuels reduction.

(1) For a position to be eligible for full funding from fire program funds, 80 percent or more of the duties must be directly related to fire management.

(2) If the position description reflects that more than 50 percent and less than 80 percent of the duties relate directly to responsibilities for fire management activities, the position may be funded to the extent of the seasonal limits or 13 pay periods, whichever is greater.

(3) Furlough positions may be funded for all pay periods during which the employee is working directly for fire management.

**B. Temporary and seasonal personnel.** Allowable costs include:

(1) Base salaries and benefits during the established fire season.

(2) Support costs such as travel, training, supplies, communications, vehicle availability, arduous duty physical examinations, and personal protective equipment.

**C. Personnel Qualifications.**

(1) Adherence to the NWCG Wildland and Prescribed Fire Qualification System Guide is mandatory for all firefighters fighting wildfires on and off their respective jurisdictions and adherence to the IFPM Guide standards are mandatory for fire program management officers, fire specialists and fire project leaders.

(2) Self-governance compact standards for qualification, physical fitness and safety will be those established by the parties to the agreement, but will not be less than NWCG and IFPM standards when mobilized off their tribal lands.

(3) Substance abuse poses an extreme threat to safety; there will be zero tolerance for illegal drug use and on-the-job substance abuse.

**D. Capitalized equipment.** Purchases, minor renovation, and maintenance of dedicated fire-program facilities will follow Federal Acquisition Regulations (FAR) and/or facility management directives.

**E. Supplemental Action Plans.** Supplemental action plans below, will be prepared in accordance with Wildland Fire and Aviation Program Management and Operations Guide. Approval will be the agency administrator and where applicable, concurred by the appropriate tribe.

(1) Wildland fire mobilization;

(2) Prevention plans;

(3) Prescribed fire plans;

(4) Wildland fire use plans; and

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- (5) Mechanical fuel reduction project plans.

**3.2 Wildland Fire Prevention.** Budget requests for wildland fire prevention are based on an approved wildland fire prevention plan. Approved plans must meet all of the requirements identified in the National Fire Prevention Handbook. This process will remain in place until FPA includes the prevention program. Current cost categories include:

**A. Permanent personnel.** Positions must be identified in the approved Wildland Fire Prevention Plan. Base salaries, benefits and program support for those individuals with responsibilities to implement the prevention program is provided for the following:

(1) For a position to be eligible for full funding from the wildland fire prevention program funds, 80% or more of the duties must be directly related to prevention activities. This includes wildland fire investigation.

(2) Furlough positions may be funded for all pay periods during which the employee is working directly for the wildland fire prevention program.

**B. Temporary and seasonal personnel.** Allowable costs include:

(1) Base salaries and benefits during the established work period.

(2) Support costs such as travel, training, supplies are limited as per the National Fire Prevention Handbook.

**C. Personnel Qualifications.** Personnel qualifications shall meet the same standards identified under 90 IAM 3.1(C), Wildland Fire Preparedness.

**3.3 Emergency Operations.** This program includes the three emergency operational activities of the Department's wildland fire program: suppression, severity, and emergency stabilization.

**A. Suppression.** This program includes the total spectrum of appropriate management actions taken on wildfires to protect resource values in a safe and cost-effective manner. Actions that are taken must consider public benefits and values to be protected and are consistent with the resource objectives and constraints identified in land management plans.

(1) Wildfires on or near trust or restricted lands administered by Indian Affairs, which threaten life or structures, or are determined to be a threat to natural resources or facilities under the jurisdiction of Indian Affairs, will be considered emergencies and suppression will be given priority over normal programs.

(2) The FireCode System will be used to generate a four-character incident code that will be used to track and compile cost information for wildfires and severity projects.

(3) Procurement necessary to accomplish wildfire suppression is authorized pursuant to Section 302(c)(2) of the Federal Property and Administrative Service Act of 1949, as amended. This section may be cited as justification for such procurement.

(4) In the absence of an approved FMP or where arson is suspected, initial attack will be taken and the wildfire suppressed.

(5) If a wildfire escapes initial suppression actions, further actions will be determined through a WFSA. Certification of spending authorizations for funding levels is based on the following dollar thresholds:

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- (a) Plans under \$2,000,000 are certified at the agency office;
  - (b) Plans between \$2,000,000 and \$5,000,000 are certified at the regional office;
- and
- (c) Plans exceeding \$5,000,000 must be certified by the Director, Bureau of Indian Affairs.
- (6) A contingency fund exists to cover costs when the funds appropriated for operational and emergency stabilization have been exhausted. The contingency funds are administered through the Bureau of Land Management.
- (7) All wildfire reports, including support action responses will be prepared in accordance with instructions issued by the Chief, Branch of Fire Management.

**B. Severity.** Support is available to improve initial attack capabilities when abnormal fire conditions occur throughout a region resulting in the fire season starting earlier than normal, lasting longer than normal, or exceeding average high fire danger ratings for prolonged periods. Typical uses of severity funds are to temporarily increase or extend firefighting staff, provide for extended or additional use of aircraft, increase fire prevention activities, and extend or increase other contractual services.

- (1) Declaration of severity must include interagency support.
- (2) Request to use emergency operations funds for severity purposes must be submitted in accordance with instructions in the Wildland Fire and Aviation Program Management and Operations Guide. Upon approval, a special project number (FireCode number) will be assigned and a funding limitation established.

**C. Emergency Stabilization.** The emergency stabilization program determines the need for and prescribes and implements emergency treatments to minimize threats to life or property or to stabilize and prevent unacceptable degradation to natural and cultural resources resulting from the effects of a wildfire.

(1) Burned Area Emergency Stabilization guidance regarding scope and content is provided in the draft Interagency Burned Area Emergency Response Guide. Approval is based on the following dollar thresholds:

- (a) Plans under \$250,000 are approved at the agency office;
- (b) Plans between \$250,000 and \$500,000 are approved at the regional office; and
- (c) Plans exceeding \$500,000 must be approved by the Chief, Branch of Fire Management.

(2) Burned Area Emergency Stabilization Funding. Project numbers will be established through the FireCode System for emergency stabilization projects. The project numbers and funding limitation will be entered in the Federal Finance System (FFS). Allowable and unallowable costs are identified in the draft Interagency Burned Area Response Guide.

(3) All emergency stabilization project reports will be prepared in accordance with instructions issued in the Wildland Fire and Aviation Program Management and Operations Guide.

**3.4 Hazardous Fuel Reduction.** The hazardous fuels program reduces the impacts of unwanted wildfires on communities, natural resources, and cultural resources.

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**A. Prescribed Fire.** Prescribed fires will be conducted according to procedures set forth in the Bureau's Fuels Management and Fuels Program Business Management Handbooks and regional directives. Prescribed fire may be used to achieve tribal land use or resource management objectives when included as an alternative in an approved FMP.

(1) Prescribed fires shall be planned and implemented only by qualified personnel, and only in accordance with an approved prescribed fire implementation plan.

(2) Prescribed fire plans must receive a technical peer review by the Bureau, tribe or other federal agency personnel independent of the preparation of the prescribed burn plan.

(3) When prescribed fires could cross boundaries between multiple jurisdictions, appropriate memoranda of agreement will be prepared.

(4) A prescribed fire that exceeds the approved limits will be reclassified as a wildfire and a WFSA will be prepared.

(5) All prescribed fire project reports will be prepared in accordance with instructions issued in the Wildland Fire and Aviation Program Management and Operations Guide.

**B. Wildland Fire Use.** Wildland fire use conducted according to procedures set forth in the Wildland Fire Use Implementation Procedures Reference Guide and the Bureau's Fuels Management Handbook, may be used to achieve tribal land use or resource management objectives when included in an approved FMP.

(1) Wildland fire use fires may be planned and implemented only by qualified personnel and in accordance with an approved WFIP.

(2) A wildland fire use fire that exceeds the approved criteria and limits of the WFIP will be reclassified as a wildfire and a WFSA will be prepared.

(3) All wildland fire use project reports will be prepared in accordance with instructions in the Wildland Fire and Aviation Program Management and Operations Guide.

**C. Hazardous Fuel Reduction Funding.** Project numbers will be established by the Chief, Branch of Fire Management when requested by a regional office and the project numbers and funding limitation will be entered in FFS. All charges to this subactivity must be made to a Project Cost Accounting Subsystem (PCAS) number.

(1) Allowable costs are identified in the Bureau's Fuels Management Handbook; and

(2) All mechanical fuels treatment project reports will be prepared in accordance with instructions in the Wildland Fire and Aviation Program Management and Operations Guide.

**3.5 Rehabilitation.** The rehabilitation program addresses long-term actions of rehabilitating burned areas that are identified in approved land management plans.

**A. Rehabilitation.** Guidance regarding scope and content is provided in the draft DOI, Interagency Burned Area Rehabilitation Guide.

(1) Approval is based on the following dollar thresholds:

(a) Plans under \$250,000 are approved at the agency level;

(b) Plans between \$250,000 and \$500,000 are approved at the regional level; and

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(c) Plans exceeding \$500,000 must be approved by the Chief, Branch of Fire Management.

(2) All rehabilitation project reports will be prepared in accordance with instructions issued in the Wildland Fire and Aviation Program Management and Operations Guide.

**B. Rehabilitation Funding.** Project numbers (PCAS) will be established by the Chief, Branch of Fire Management for rehabilitation projects when requested by a regional office. The project numbers and funding limitation will be entered in FFS. Allowable and unallowable costs are identified in the draft DOI, Burned Area Rehabilitation Guide.