

## CHAPTER 10

### INTRODUCTION

**10 – OBJECTIVES.** Adhere to National Wildfire Coordinating Group (NWCG) qualifications, and certification requirements in fire management to ensure Fire Contractors have the organization, training, and qualifications to carry out fire management contracts and programs in a safe manner.

Ensure that NWCG requirements are understood and implemented by National Wildfire Suppression Association (NWSA) certified instructors.

Maintain the integrity of the National Wildfire Suppression Association through the associations Code of Ethics and the instructors Code of Ethics.

**11 – POLICY.** NWSA members shall: Comply with the qualification requirements for the skills and knowledge unique to fire and aviation management and the Incident Command System (ICS) as established by the NWCG in the Wildland Fire Qualification System Guide, PMS 310-1. Comply with any additional Memorandum of Understanding (MOU) requirements as set forth by NWCG geographical areas; for additional training and qualifications requirements. Comply with the directions in the Instructor's Guide for the course being taught.

Each person trained will meet the physical fitness requirements, be evaluated and certified for each ICS or skill position before an Incident Qualification Card (Red Card) is issued.

Each Lead Instructor, Adjunct Instructor and Unit Instructor, will be reviewed, qualified and certified by the NWSA Training Coordinator. Lead and Unit will meet currency requirements.

**12 – RESPONSIBILITY OF NWSA INSTRUCTORS.** Maintaining high standards, providing quality training and keeping the database current is the responsibility of all instructors in the association.

The Training Coordinator, Executive Secretary and the Board of Directors are there to support all members of the association.

**13 – DEFINITIONS.** For additional definitions of terms related to ICS, refer to the Glossary of Terms for the Fireline Handbook, NWCG Handbook 3 PMS 410-1. The following information can be found in the Wildland Fire Qualification System Guide, PMS 310-1.

Certification and Recertification Certification indicates the individual is qualified to perform in a specific position. Each company owner or official is responsible for annually certifying qualifications of its personnel based upon the requirements in PMS 310-1 and their Geographical Area Coordinating Group.

Successful completion of position tasks and training courses does not guarantee an individual will be qualified to perform in a position. Certification and recertification is a subjective determination each company must make based on task evaluations, position performance, and their own judgment of the quality of an individual's experience.

To recertify a FFT2 the individual would be required to take the entry level training and pass the Work Capacity Test (WCT). To recertify a FFT1 and higher the individual would be required to take any new required training, take the Annual Fireline Safety Refresher (RT-130) course, pass the Work Capacity Test and complete a new Position Task Book (PTB).

Currency Requirement The requirement to have performed satisfactorily in a specified position within the last 5 years (or last 3 years in aviation and dispatch positions) to maintain qualification for that position. (See "Other Positions Meeting Currency Requirements.")

Certifying Official In the private sector the Certifying Official is the Company Owner or his designated representative. The Certifying Official must review and confirm the completion of the PTB and make a determination of company certification. This determination should be based on the Trainee's demonstration of position competencies and behaviors, as well as the completed tasks in the PTB, which includes a Final Evaluator's Verification. Only the Certifying Official from the company has the authority to certify an individual's qualifications.

Evaluator A person who is certified in the position in which the trainee is being evaluated and who actually observes the task(s) being performed and documents successful performance in the PTB. Responsibilities are listed in PMS 310-1.

Final Evaluator A Final Evaluator must be qualified in the position they are evaluating. Only the evaluator on the final position performance assignment (the assignment in which all remaining tasks have been evaluated and initialed) will complete the Final Evaluator's statement inside the front cover of the PTB recommending certification.

Experience Documented, satisfactory performance in specified ICS positions that is needed to qualify for another position; in the case of a trainee, satisfactory performance in the position for which the individual is qualifying.

Other Positions Meeting Currency Requirements Positions in another function, or at an equivalent or lower level in the same function, that meet the currency requirements for the position under which they are listed.

Qualified Individual An individual whose company has documented that the individual has successfully completed all requirements for training, experience, and physical fitness for a specific ICS position.

Satisfactory Performance Performance by an individual that meets or exceeds the written standards for a specific ICS position as evaluated by the individual's incident or agency supervisor.

Skill Position A position that requires specific skills and knowledge to perform on a wildland fire incident. Examples include Firefighter, Fire Behavior Analyst, Single Resource Boss, Prescribed Fire Burn Boss, or Ignition Specialist.

Trainee or Student A company approved individual who is preparing to qualify for a position through completion of training courses and on-the-job training. Also, a person who is attempting to demonstrate task evaluation or position performance of required job tasks under the direct supervision of an evaluator who is qualified in the position.

Coach A position qualified individual who provides instruction to a trainee in the classroom, on the job, or on an incident. While many of the requirements of the Coach are similar to those of an Evaluator, the roles of coaching and evaluation must remain separate. Responsibilities are listed in the PMS 310-1.

Training Specialist A person who identifies incident evaluation opportunities for trainees and ensures that the assignment is properly documented. On initial attack and extended attack incidents the Training Specialist's duties would be performed by local unit personnel.

**14 – REFERENCES.** For additional direction and information, consult the following references:

1. Forest Service World Wide Web/Internet Fire website: <http://www.fs.fed.us/fire>.
2. Fireline Handbook, NWCG Handbook 3, PMS 410-1, NFES 0065.
3. Work Capacity Test, Administrator's Guide, April 2003, PMS 307, NFES 1109.
4. Interagency Helicopter Operations Guide (IHOG), NFES 1885.
5. Interagency Incident Business Management Handbook, NWCG Handbook2 PMS 902-1, NFES 2160.
6. NWCG National Fire Equipment System CATALOG PART 2, Publications PMS 49-2 (Note this publication is revised annually and usually is available in April, updated occur throughout the year).
7. NWCG Publication Management System.  
Web site: [www.nwcg.gov/pms/pubs/pubs.htm](http://www.nwcg.gov/pms/pubs/pubs.htm)
8. NWCG Web site: [www.nwcg.gov](http://www.nwcg.gov)
9. Interagency Standards for Fire and Fire Aviation Operations, January (Yearly Updates) NFES 2724, USDA and USDI, National Interagency Fire Center, Boise, ID.
10. US Department of Agriculture, Forest Service, Fire and Aviation Management Qualification Handbook, FSH 5109.17.
11. Annual Refresher Training Reference  
Website: [www.nifc.gov/wfstar/index.htm](http://www.nifc.gov/wfstar/index.htm)
12. National Fire Training for Geographical Areas  
Web site: [www.nationalfiretraining.net/](http://www.nationalfiretraining.net/)

Information on the following training guides is located in the Appendix of this manual.

1. Field Manager's Course Guide, PMS 901-1
2. Course Coordinator's Guide, PMS 907
3. Wildland Fire Qualification System Guide, PMS 310-1