

A Publication of the  
National Wildfire  
Coordinating Group

**NATIONAL INTERAGENCY  
INCIDENT MANAGEMENT SYSTEM**

Sponsored by  
United States  
Department of Agriculture

**TASK BOOK FOR THE POSITION OF**

United States  
Department of the Interior

**TASK FORCE LEADER (TFLD)**

National Association of  
State Foresters

**(WILDFIRE ASSIGNMENT REQUIRED)**



**PMS 311-10  
NFES 2311**

**August 1993**

<p><b>TASK BOOK ASSIGNED TO:</b></p>
<p>INDIVIDUAL'S NAME, DUTY STATION, AND PHONE NUMBER</p>
<p><b>TASK BOOK INITIATED BY:</b></p>
<p>OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER</p>
<p>LOCATION AND DATE THAT TASK BOOK WAS INITIATED</p>

*The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.*

**VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK  
FOR THE POSITION OF**

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**FINAL EVALUATOR'S VERIFICATION**

I verify that all tasks have been performed and are complete with signatures. I also verify that

\_\_\_\_\_

has performed as a trainee and should therefore be considered for certification in this position.

\_\_\_\_\_  
**EVALUATOR'S SIGNATURE AND DATE**

\_\_\_\_\_  
**EVALUATOR'S PRINTED NAME, TITLE, DUTY STATION, AND PHONE NUMBER**

**AGENCY CERTIFICATION :**

I certify that \_\_\_\_\_

has met all requirements for qualification in this position and that such qualification has been issued.

\_\_\_\_\_  
**CERTIFYING OFFICIAL'S SIGNATURE AND DATE**

\_\_\_\_\_  
**CERTIFYING OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER**

Additional copies of this publication may be ordered from:

National Interagency Fire Center, ATTN: Supply  
3833 S. Development Avenue  
Boise, Idaho 83705-5354

Order NFES # 2311

## **NATIONAL WILDFIRE COORDINATING GROUP POSITION TASK BOOK**

Position Task Books (PTB) have been developed for designated positions within the National Interagency Incident Management System. Each PTB lists the performance requirements (tasks) for the specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position.

Evaluation and confirmation of the individual's performance of all the tasks may involve more than one evaluator and can occur on incidents, in classroom simulation, and in other work situations. Designated PTBs require position performance during which the majority of required tasks are demonstrated on a single incident. Some positions also required that specific tasks be performed on a wildland fire—performance of these tasks on other types of incidents are NOT qualifying. It is important that performance be critically evaluated and accurately recorded by each evaluator. All tasks must be evaluated. All bullet statements within a task which require an action (contain an action verb) must be demonstrated before that task can be signed off.

A more detailed description of this process, definitions of terms, and responsibilities are included in the Wildland Fire Qualification Subsystem Guide 310-1. A brief list of responsibilities also appears below.

### **RESPONSIBILITIES:**

1. The **Local Office** is responsible for:
  - Selecting trainees based on the needs of the local office and the geographic area.
  - Ensuring that the trainee meets the training and experience requirements included in the Wildland Fire Qualification Subsystem Guide 310-1.
  - Issuing PTBs to document task performance.
  - Explaining to the trainee the purpose and processes of the PTB as well as the trainee's responsibilities.
  - Providing opportunities for evaluation and/or making the trainee available for evaluation.
  - Providing an evaluator for local assignments.
  - Tracking progress of the trainee.
  - Confirming PTB completion.
  - Determining certification per local policy.
  - Issuing proof of certification.
  
2. The **individual** is responsible for:
  - Reviewing and understanding instructions in the PTB.
  - Identifying desired objectives/goals.

- Providing background information to an evaluator.
  - Satisfactorily demonstrating completion of all tasks for an assigned position within three years.
  - Assuring the Evaluation Record is complete.
  - Notifying local office personnel when the PTB is completed and providing a copy.
  - Keeping the original PTB in personal records.
3. The **Evaluator** is responsible for:
- Being qualified and proficient in the position being evaluated.
  - Meeting with the trainee and determining past experience, current qualifications, and desired objectives/goals.
  - Reviewing tasks with the trainee.
  - Explaining to the trainee the evaluation procedures that will be utilized and which objectives may be attained.
  - Identifying tasks to be performed during the evaluation period.
  - Accurately evaluating and recording demonstrated performance of tasks. Satisfactory performance shall be documented by dating and initialing completion of the task. Unsatisfactory performance shall be documented in the Evaluation Record.
  - Completing the Evaluation Record found at the end of each PTB.
  - Signing the verification statement inside the front cover of the PTB when all tasks have been initialed.
4. The **Training Specialist** is responsible for:
- Identifying incident evaluation opportunities.
  - Identifying and assigning an evaluator that can provide a positive experience for the trainee, and make an accurate and honest appraisal of the trainee's performance.
  - Providing PTBs to approved trainees on the incident when local agency was unable to provide them.
  - Documenting the assignment.
  - Conducting progress reviews.
  - Conducting a close-out interview with the trainee and evaluator and assuring that documentation is proper and complete.

## QUALIFICATION RECORD

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p><b><u>GENERAL</u></b></p> <p>1. <u>Obtain and assemble information and materials needed for kit.</u> Kit will be assembled and prepared prior to receiving an assignment. Kit will contain critical items needed for the assignment and items needed for functioning during the first 48 hours. Kit will be easily transportable and within agency weight limitation (per National Mobilization Guide). The basic information and materials needed are:</p> <ul style="list-style-type: none"> <li>• Resource listings.</li> <li>• Telephone directory (local, assignment specific).</li> <li>• Notification requirements.</li> <li>• Incident specific reference materials.</li> <li>• ICS 410-1 Fireline Handbook.</li> <li>• ICS 420-1 Field Operations Guide.</li> <li>• Maps.</li> <li>• Documentation materials.</li> <li>• Agency requirements and procedures for purchases of supplies, fuel, repairs, food and other items which may be needed en route, at the incident, or in demobilization.</li> </ul>	O		

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 I = task must be performed on an incident (flood, fire, search & rescue, etc.)  
 W = task must be performed on a wildfire incident  
 /R = Rare event—the evaluation assignment may not provide opportunities to demonstrate performance. The evaluator may be able to determine skills/knowledge through interview or the home office may need to arrange for another assignment or a simulation.

QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>2. <u>Establish and maintain positive interpersonal and interagency working relationships.</u></p> <p>a. Through briefings, discuss EEO, civil rights, sexual discrimination, interagency policy and other sensitive issues, with assigned personnel.</p> <p>b. Recognize cultural language difficulties as it impacts work output and expectations.</p> <p>c. Provide equal assignment opportunities based on individual skill level.</p> <p>d. Monitor and evaluate progress based on expected work standards not race, color or creed.</p> <p>e. Individual agency values and policies are addressed throughout the tenure of the incident.</p> <p>f. Differences in agency values and policies that affect the operation are arbitrated in manner that fosters continuous positive working relationships.</p> <p>g. Integrated cultural resource considerations into all management activities.</p>	O		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>3. <u>Provide for the safety and welfare of assigned personnel during the entire period of supervision.</u></p> <ul style="list-style-type: none"> <li>• Recognizes potentially hazardous situations.</li> <li>• Informs subordinates of hazards.</li> <li>• Controls positions and function of resources.</li> <li>• Ensures that special precautions are taken when extraordinary hazards exist.</li> <li>• Ensures adequate rest and hydration is provided to all operations personnel.</li> </ul>	I		
<p>4. <u>Follow the Standard Fire Orders, Watch Out Situations, and agency policy.</u></p> <ul style="list-style-type: none"> <li>• Develop plans based on safety guidelines.</li> <li>• Spot check tactical operations to ensure compliance with safety guidelines.</li> <li>• Ensures all tactical operations comply with the principles of LCES.</li> </ul>	W		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<b><u>MOBILIZATION</u></b>			
5. <u>Obtain complete information from dispatch upon initial activation to include:</u> <ul style="list-style-type: none"> <li>• Information concerning agency policy and procedures, state laws, safety and other requirements concerning transport of various equipment which may be assigned.</li> <li>• Incident order number.</li> <li>• Request number.</li> <li>• Incident name.</li> <li>• Reporting location (drop point).</li> <li>• Phone contacts.</li> <li>• Radio frequencies.</li> <li>• Transportation arrangements and routes.</li> <li>• Reporting times.</li> <li>• Weather.</li> <li>• Special equipment needed.</li> </ul>	I		
6. <u>Inspect assigned unit: appoint assistant task force leader; note qualifications of personnel.</u>	O		
7. <u>Survey assigned units for frequency and ID numbers.</u>	O		
8. <u>Report task force status to agency dispatcher or supervisor (includes any units that fail to arrive or fail readiness inspection).</u>	O		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
9. <u>Brief assigned unit leaders and determine route of travel, en route logistical needs (fuel, food, etc.).</u> Determines proper formation and communications, enroute check points.	O		
10. <u>Direct units during travel to check in point.</u> Follows correct agency procedures in event of breakdown or accident en route.	O/R		
11. <u>Report to the designated official at the check-in point and provide required information (ICS Form 211) or report directly to supervisor on the incident.</u>	I		
<b><u>INCIDENT ACTIVITIES</u></b>			
12. <u>Attend operational period briefing prior to assignment.</u>	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>13. <u>Obtain briefing from supervisor.</u></p> <p>a. Request and be briefed from supervisor. Initial instructions concerning work activities, who, what, when, where and why.</p> <p>b. Review and compare tactical assignment with incident objectives to determine feasibility of assignment. List problems that may be encountered. Discuss conclusions with supervisor.</p> <p>c. Request clarifying information or resolution from immediate supervisor as required.</p> <p>d. Obtain Incident Action Plan when available.</p>	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
14. <u>Ensure assigned resources arrive to assignment location.</u>	I		
15. <u>Size-up fire situation.</u>  a. Determine fuels and topography fire is burning in as well as fuels to be involved. b. Take on-site weather. c. Calculate rates of spread, fireline intensity. d. Analyze fireline hazards based on current and predicted fire behavior. e. Identify factors influencing line construction rates, type of line constructed, line location and techniques of line construction. f. Identify applicable methods to employ in fire construction that will facilitate rehabilitation of site. g. Identify values at risk on assigned area with Incident Action Plan. h. Plan tactical action on assigned area based on objectives of Incident Action Plan, fire behavior outputs. (1) Match resource capability with needed tasks. (2) Identify impacts on tactics of modified suppression objectives. (3) Determine situations that might modify tactics. (4) Look for effective use of combination of resources.	W		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>16. <u>When at assigned work location, brief and assign tasks to resources based on Incident Action Plan objectives and resource capabilities.</u></p> <p>a. Brief single resource bosses using information from Incident Action Plan.</p> <p>(1) Safety (standard fire orders, Watch Out Situations).</p> <p>(2) Incident Action Plan objectives.</p> <p>(3) Work standards and expectations.</p> <p>(4) Weather (in conjunction with Incident Action Plan).</p> <p>(5) Communication (in conjunction with Incident Action Plan).</p> <p>(6) Expected fire behavior.</p> <p>b. Describe mop-up practices and standards.</p> <p>c. Discuss minimum impact suppression principles if applicable.</p>	W		
<p>17. <u>Coordinate activities with adjacent strike team/task force leader and single resources.</u></p> <p>a. Contact adjoining forces.</p> <p>b. Make list of supervisors of adjoining resources.</p> <p>c. Inform adjoining forces of status.</p> <p>d. Receive status of adjoining forces.</p> <p>e. Determine communication channels with adjoining forces for Incident Action Plan.</p> <p>f. Maintain communication with assigned resources.</p>	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>18. <u>Monitor progress/work during operational period by:</u></p> <p>a. Receiving reports from subordinate supervisors, based on your briefing and work expectations.</p> <p>b. Conduct personal observation based on your work expectations.</p>	I		
<p>19. <u>Determine and identify need for assistance or for corrections of assigned work task during operational period.</u></p> <p>a. Identify needs for corrections in work tasks to meet standards and safety policy.</p> <p>b. Identify fatigue producing factors and take corrective measures.</p> <p>c. Contact division/group supervisor, etc. Review tactical observations and Incident Action Plan, etc.</p> <p>d. Evaluate by comparing objectives vs accomplishment. Adjust use of combination of resources as conditions warrant to maximize effectiveness.</p> <p>e. Identify need for additional assistance, logistical support and replacements due to slow progress or unexpected events.</p> <p>f. Determine assistance, logistical support and placements required to implement correction action. Evaluation and recommendations from subordinate supervisors, e.g., split assignment with another division.</p>	W		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>20. <u>Use tactics applied to structures, i.e., wildland/fire-ground operations.</u></p> <p>a. Identify the type of wildland urban interface.</p> <p>b. Size-up the fire-ground situation and associated risks for current assignment.            (1) Identify usable tactics for current resources.            (2) Request specialized resources if applicable.</p> <p>c. Safely and effectively utilize the resources available based on capabilities and limitations.</p> <p>d. Apply principles of sound management and fire supervision.</p>	W		
<p>21. <u>Submit situation and resource status information to supervisor.</u></p> <p>a. Inform supervisor of any change in conditions or events based on amended or adjusted work assignment or assigned resources.</p> <p>b. Request additional resources, logistical support, and/or replacements through supervisor, Incident Action Plan, briefing, discussion.</p> <p>c. Hazards or special considerations, Incident Action Plan or Unit Log.</p> <p>d. Report special events.</p>	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
22. <u>Brief relief forces on:</u>  a. Progress accomplished during operational period. b. Reference points or geographic features. c. Hazards or special considerations.	W		
23. <u>Maintain Unit Log (ICS Form 214).</u>  a. Record appropriate task force leader action on ICS Form 214; ICS Forms Manual ICS 230-2. b. Transmit required records and Unit Log to the division/group supervisor at the end of each operational period.	I		
24. <u>Establish communication links.</u>  a. Provide radios and radio frequencies for all task force increments. b. Establish communication with supervisors.	I		
25. <u>Ensure transportation needs are met as specified in the Incident Action Plan.</u>  a. Coordinate any additional transportation needs through the ground support unit leader. b. Inform supervisor if transportation needs can not be met.	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
26. <u>Brief assigned personnel on procedures for traveling to staging area.</u>	O		
27. <u>Check in with staging area manager.</u>	O		
28. <u>Obtain logistics needs (fuel, food, water, etc.) from the staging area manager. If a staging area manager is not assigned, coordinate logistics needs and dispatching procedures through the division supervisor.</u>	O		
29. <u>Maintain assigned resources required three minute dispatch status.</u>	I		
30. <u>Brief supervisors.</u> a. Meet with supervisors and establish out-of-service status and standards. b. Provide supervisors with area layout and logistic support locations.	I		
31. <u>Determine logistical support needs.</u> a. Meet with supervisors and assess logistical support needs. b. Develop written list of support needs.	I		
32. <u>Make necessary arrangements for logistical support.</u> a. Meet with logistics section to obtain special support needs.	I		

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QUALIFICATION RECORD  
Continuation Sheet

POSITION: TASK FORCE LEADER (TFLD)

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
33. <u>Contact interagency resource representative.</u>	O		
34. <u>Contact Resource unit.</u>  a. Provide update status, and location of assigned resources. b. Establish and confirm out-of-service timeframe. c. Establish contact or communication procedures.	I		
<b><u>DEMOBILIZATION</u></b>			
35. <u>Confirm demobilization instructions with supervisor at incident.</u>	I		
36. <u>Inspect units and personnel to ensure that they are ready to leave in state-of-readiness (rest, repairs, tools, fuel, etc.).</u>	O		
37. <u>Complete personnel evaluation forms and Unit Log.</u>	I		
38. <u>Complete Demobilization Check-Out (ICS Form 211).</u>	I		
39. <u>Distribute time reports to individual resources.</u>	O		
40. <u>Assemble task force for briefing and departure.</u>	I		

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## INSTRUCTIONS for EVALUATION RECORD

**There are four separate blocks allowing evaluations to be made. These evaluations may be made on incidents, by simulation in classroom, or in daily duties, depending on what the position task book indicates. This should be sufficient for qualification in the position if the individual is adequately prepared. If additional blocks are needed, a page can be copied from a blank task book and attached.**

**Evaluator's name, incident/office title & agency:** List the name of the evaluator, his/her incident position (on incidents) or office title, and agency.

**Evaluator's home unit address & phone:** self explanatory

**#:** The number in the upper left corner of the experience block identifies a particular experience or group of experiences. This number should be placed in the column labeled "Evaluation Record #" on the Qualification Record in order to indicate the circumstances under which a particular task was performed.

**Location of Incident/Simulation:** Identify the location where the tasks were performed by agency and office.

**Incident Type:** Enter type of incident, e.g., wildfire, search and rescue, flood, etc.

**Number and Type of Resources:** Enter the number of resources and types assigned to the incident pertinent to the trainee's task book position.

**Duration:** Enter inclusive dates during which the individual was evaluated. This block may indicate a span of time covering several small and similar incidents if the individual has been evaluated on that basis, i.e., several initial attack fires in similar fuel types.

**Mgt. Level:** Indicate ICS organization level, i.e., Type 4, Type 3, Type 2, Type 1 or Area Command.

**NFFL Fuel Model:** For wildfire experience, enter number (1-13) of the fuel model in which the incident occurred and under which the individual was evaluated.

- |                                 |                                |
|---------------------------------|--------------------------------|
| 1. Short Grass (1 foot)         | 8. Closed Timber Litter        |
| 2. Timber (grass & understory)  | 9. Hardwood Litter             |
| 3. Tall grass (2 1/2 feet)      | 10. Timber (litter understory) |
| 4. Chaparral (6 feet)           | 11. Light Logging Slash        |
| 5. Brush (2 feet)               | 12. Medium Logging Slash       |
| 6. Dormant brush-Hardwood Slash | 13. Heavy Logging Slash        |
| 7. Southern Rough               |                                |

**Recommendation:** Check as appropriate and/or make comments regarding the future needs for development of this trainee.

**Date:** List the date the record is being completed.

**Evaluator's initials:** Initial here to authenticate your recommendations and to allow for comparison with initials in the Qualifications Record.

**Evaluator's relevant red card rating:** List your certification relevant to the trainee position you supervised.

## Evaluation Record

TRAINEE NAME		TRAINEE POSITION			
#1	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

#2	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

**Evaluation Record  
(Continuation Sheet)**

<b>TRAINEE NAME</b>		<b>TRAINEE POSITION</b>			
<b>#3</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

<b>#4</b>	Evaluator's name, incident/office title & agency:				
Evaluator's home unit address & phone:					
Location of Incident or Simulation (agency & area)	Incident Type (wildfire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Mgt. Level (Area Command, Type 1, 2, 3, or 4)	NFFL Fuel Model
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision and in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee:</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required.</p> <p>_____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and must complete all training (both mandatory &amp; suggested) prior to further assignment as a trainee.</p> <p>Recommendations: _____</p> <p>_____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					