

MOUNT TOLMAN FIRE CENTER

WILDLAND FIRE

PREVENTION PLAN

2016-2025



Photo taken by Brandon Sutton

Devil's Elbow Complex Fire 2014

Signature Page

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Executive Summary

The last Wildfire Prevention Plan (WFPP) for the Colville Tribes was prepared in 2010. As a five-year plan, it was scheduled for revision in 2016. This revision is tiered to the current Colville Tribes Fire Management Plan (FMP), and meets the current Bureau of Indian Affairs (BIA) equivalency standards for a Community Wildfire Protection Plan (CWPP). This process involves collaboration with several stakeholders, community risk assessment, fuels treatment analysis, and addresses structural ignitability.

Risk Assessment Mitigation Strategies (RAMS) software was used to conduct risk assessments, develop workloads, and estimate effectiveness of the various options considered. The result of the RAMS workload analysis indicates a sufficient workload exists one full-time Prevention Officer and one full-time Prevention Assistant.

Both the WFPP and FMP identify human causes as the primary source of ignition for wildfires within the boundaries of the Colville Reservation. Both plans also identify the close partnership with the rural fire departments from the interior and exterior boundaries of the reservation for prevention, detection, and suppression of wildfires across the reservation. It should be noted that the Colville Tribes has compacted the functions of the BIA for preparedness including wildfire prevention under Self Governance.

The primary objective of any wildfire prevention plan is to reduce unwanted human caused ignitions. Currently, the Colville Tribes experiences an estimated annual average of 69 human caused fires a year. Each year approximately 10,809 acres of Trust and restricted title lands are burned within the jurisdictional boundaries of the Colville Reservation. The numbers of fires and acres burned annually have been derived from the Department of Interior's (DOI) official reporting system, Wildland Fire Management Information System or WFMI.

Since the last plan was written in 2010, there has been an over-all reduction in human caused fires on the Colville Reservation. Previously there was an average annual of 85 wildland fires per year on the Colville Reservation. That number has dramatically been reduced to approximately 69 fires per year. This shows that the Prevention Program at Mount Tolman Fire Center has played a vital role in over-all the reduction of wildland fires on the Colville Reservation.

This WFPP is a basis for funding a Prevention Officer and Prevention Technician. Base salary, employee benefit cost, support, and indirect cost for both positions are \$204,660.

The 2016-2025 WFPP will target human caused incendiary ignitions by using various prevention activities from the Wildfire Prevention Strategies PMS455/NFES1572, March 1998 as recommended by the Bureau of Indian Affairs.

I. Introduction

A. Purpose and Scope

The purpose of this Wildland Fire Prevention Plan (WFPP) is to further define the Prevention and Education Strategy contained in the Colville Indian Reservation Wildland Fire Management Plan, approved June 3, 2002. This WFPP is being written for the period of 2016-2025. This document will provide direction and guidance for the implementation of wildland fire prevention and hazard mitigation strategies for the Bureau of Indian Affairs (BIA), Colville Agency within the jurisdictional boundaries of the Colville Indian Reservation. This document also meets the requirements under 90 IAM 1.4C (6)-H Wildland Fire Management Policies and Responsibilities (Chapter 1.1) for agency superintendents and as directed in 620 DM 1, Section 1.6 A-2 Wildland Fire Management Strategies and Section 1.8- Education and Prevention.

B. Management Goals and Objectives

The following management goals have been identified by the Colville Agency Wildland Fire Prevention Plan:

1. Provide for firefighter and public safety.
2. Reduce the danger of wildfire to people as well as structural damage in the Wildland Urban Interface (WUI).
3. Reduce unintentional human caused ignitions by ten percent (10%) within the jurisdictional boundaries of the Colville Confederated Tribes Reservation over the next ten years.
4. Attend district meetings and general membership meetings of the Colville Tribes to keep the membership informed.

Changes have been made to the management and goals from the previous WFPP 2011-2015. Previously, there were a total of 6 goals and this plan reduced that number to 4, to help make the goals more attainable.

C. Collaborative Process

This revision was developed collaboratively with input from: the Fire Prevention staff, the Fuels Planning staff, dispatch, and the Fire Management Officer at Mount Tolman Fire Center. We also attained valuable input from the BIA Colville Agency Staff, and the Colville Tribes' Land and Property Director. We also had the help of the Colville Tribal Police Department and the Regional WUI/Prevention Specialist.

II. Situational Analysis

A. Description of Unit

The Colville Indian Reservation land base covers approximately 1.4 million acres or 2,100 square miles located in North Central Washington in Okanogan and Ferry counties. The reservation consists of tribally owned lands held in federal trust status for the Confederated Tribes, land owned by individual Colville tribal members, most of which is held in federal trust status, and land owned by others, described as fee property and taxable by counties. The Reservation, the largest in the State of Washington, measures approximately 35 miles north to south and 80 miles east to west. About 610,000 acres of the Reservation are in Okanogan County and 782,000 acres in Ferry County. More specifically, the Reservation is bounded on the east and south by the Columbia River, on the west by the Okanogan River and on the north by the township line common to Townships 34 and 35 North, Willamette Meridian. Much of the Reservation is mountainous covered by conifer forest, but lands bordering the Okanogan and Columbia Rivers are arid and naturally covered with vegetation of steppe environments. About 1,023,700 acres of the Reservation are in tribal trust and the remaining lands are in a non-trust status (owned by private individuals or corporations). The Colville Reservation's Fire Management has initial attack responsibility over all the land within the bounds of the reservation. Colville Reservation lands are diverse with natural resources including standing timber, streams, rivers, lakes, minerals, varied terrain, native plants and wildlife.

The larger population centers on the Colville Reservation include: Nespelem, Keller, Elmer City and Coulee Dam in the central portion, Inchelium on the eastern portion and East Omak on the western boundary. In addition to Reservation communities, a large number of people live in more rural locations throughout the Reservation. This wildland urban interface (WUI) continues to increase each year.

Most fee lands are owned by non-Indians, while some fee lands are owned both by the tribes and individual tribal members. Small amounts of land within the Reservation are owned by, or held in easement by, the U.S. Government, State of Washington, Ferry County or Okanogan County. These publicly owned lands are mostly rights-of-way associated with highway and road construction or dams and developments. The total trust land amounts to approximately 1,063,200 acres, of which 1,023,700 acres are tribal lands and 39,500 acres, are allotted lands. Fee land acreage is approximately 321,886 acres. The amount of lands under tribal ownership is continuing to increase with the tribal policy of buying fee and allotted land (U.S. Bureau of Reclamation 1979).

B. Description of the Fire History

As with most of the BIA fire programs across the United States the Colville Agency uses Form DI-1202 to document fires occurring on the reservation. Consistent report documentation of fires stretches back to the 1950s. For the ten-year period (2005-2014) the primary, human-caused fires came from incendiary use. Incendiary fires are caused from: trash burning, field burning, slash burning, grudge fires, recurrent fires, employment fires, blasting, and fireworks.

For the last five-year period (2010-2014) the human caused fire categories have changed slightly from the previous ten-year period (2005-2014). The three major types of human caused wildfires on the Colville Reservation include: incendiary, fire use, and equipment. The category of fire use includes: trash burning, burning dump, field burning, land clearing, slash burning, right-of-way, and resource management. The last main category is equipment which includes fires that are caused by: aircrafts, vehicles, exhaust, brakes, blasting, and power lines.

On the eastern half of the Colville Reservation the main human caused fire type is fire use, with a secondary fire type, which is equipment. On the western half of the Colville Reservation the main fire type is incendiary fires. However, equipment fires still pose a threat on the western half.

Human caused fires totaled 108,096 acres during the past ten years with an average of 10,809 acres per year. The number of human caused fires in the last ten years is 686 with an average annual of 69 human caused fires per year. The trend is going downward in the number of human caused fires per year. From 2000-2010, the average number of fires per year was approximately 85 human caused fires.

As seen in Table 1 the major causes of fire on the Colville Indian Reservation are human caused. It is nearly a 2:1 relationship to natural caused fires. Incendiary is the leading cause of fires across the entire Colville Reservation. Fire use is second leading human cause category for the Reservation. Equipment is third leading human cause fire type on the Reservation.

Table 1-Wildfire History and Cause Summary (Time Period)

Cause	Number of Fires											Total	Percent
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014			
Number of Fires*													
CAMPFIRE	8	9	5	11	7	4	7	7	5	8	70	6.3%	
SMOKING	0	1	0	1	0	1	0	0	0	0	3	0.3%	
FIRE USE	20	20	31	27	11	9	2	18	8	8	154	13.8%	
INCENDIARY	10	38	20	16	28	16	15	9	9	10	171	15.3%	
EQUIPMENT	15	13	16	10	7	5	12	13	5	15	110	9.8%	
RAILROADS	0	0	0	0	0	0	0	0	1	0	1	0.1%	
JUVENILES	2	1	4	6	6	6	5	2	1	3	36	3.2%	
MISCELLANEOUS	9	11	23	16	21	5	20	10	15	10	140	12.5%	
NON-SPECIFIC	18	23	20	21	17	18	0	0	0	0	117	10.5%	
HUMAN SUB-TOTAL	82	116	119	108	97	64	61	59	44	54	686	61.4%	
NATURAL(LIGHTNING)	14	21	46	65	109	22	2	37	55	66	431	38.6%	
TOTAL	137	170	212	205	218	109	73	151	156	182	1118	100.0%	
Number of Trust Acres Burned*													
CAMPFIRE	1	3	35	1	1	1	1	1	1	1	44	0.0%	
SMOKING	0	1	0	2	0	1	0	0	0	0	2	0.0%	
FIREUSE	13	57	329	63	78	120	64	628	75	243	1670	1.5%	
INCENDIARY	340	199	34,223	18,476	1,030	503	30	105	600	1	55,507	49.7%	
EQUIPMENT	11,353	1,679	188	1,638	2	1	914	24	15	17	15,833	14.2%	
RAILROADS	0	0	0	0	0	0	0	0	0	0	0	0.0%	
JUVENILES	4,271	4	3	1	1	1	1	2	0	1	4,287	3.8%	
MISCELLANEOUS	75	5	1,309	44	2,048	3	20	15,558	333	927	20,319	18.2%	
NON-SPECIFIC	3,998	7,552	9,638	3,647	6,660	7,861	0	0	0	0	39,356	35.2%	
HUMAN SUB-TOTAL	20,054	9,499	45,725	23,872	9,820	8,490	1,029	16,317	1,025	1,187	97,662	87.4%	
NATURAL(LIGHTNING)	125	133	147	4,481	1,218	9	11	6,611	463	821	14,020	12.6%	
TOTAL	20,539	9,632	45,873	28,353	11,038	8,499	1,040	22,928	1,488	2,008	111,682	100.0%	

*Source: DOW, Wildland Fire Information Management System (WFIMS)

*Source: DOI's Wildland Fire Information Management System (WFMI)

C. History of Prevention Efforts

The Colville Confederated Tribes has partaken in a wildfire prevention program for many years prior to this plan revision. The prevention program at Mount Tolman Fire Center (MTFC) laid an excellent foundation for continued success in the future for wildland fire prevention. The WFPP will be reviewed annually by the prevention staff at the MTFC. When the new plan (2016-2025) is approved at the regional level, it will replace the 2011-2015 WFPP.

A Prevention Program Review was conducted by the Northwest Regional Office (NWRO) in February 2015. The following summary was provided by the NWRO WUI/Prevention Specialist: The last WFPP placed an emphasis on juvenile fire setting. This was incorrect and prevention efforts were, in turn, misguided away from incendiary, equipment and fire use causes. This will be corrected in the 2016 WFPP Revision. Staffing the Wildfire Prevention Program has been unstable. This has led to poor record keeping and a lack of prevention skills in the prevention program. The current staff is doing a remarkable job when considering the lack of prevention background and disarray of files. The lead position is currently advertised and only time will tell if stability occurs. The burn permit system is well managed. The prevention program works with the Tribal Council to ensure fireworks are safely sold & used without detracting from the economic benefits of Tribal members. There was confusion on the inclusion of prevention line items within severity requests. Past prevention severity requests had been denied. This should not occur in the future and the Colville prevention staff will notify the NWRO WUI/Prevention Specialist prior to a severity request so that approval process can be coordinated. A copy of the review has been included in Appendix J.

The Bureau of Indian Affairs-Branch of Wildland Fire Management at the National Interagency Fire Center (NIFC) has established policies for Wildland Fire Prevention. Wildland Fire Prevention Plans are essential to secure long-term prevention program funds. It is also the BIA-NIFC policy for a Wildland Fire Prevention Program to address the required elements listed below.

Wildland Fire Management Plan: The Colville Agency's Fire Management Plan was last updated and signed in 2002 and is not due for change or review until the Integrated Resources Management Plan for the Colville Reservation is reviewed. A copy of the Signature page approving the WFMP can be found in Appendix B.

Program Support: The Confederated Tribes of the Colville Reservation have supported the Fire Prevention Program since its inception, and continue to do so today. The newest Colville Tribal resolution supporting the Fire Prevention Program can be found in Appendix A.

Program support from the Colville Tribe is necessary to the Prevention Program at Mount Tolman Fire Center.

Fire Investigation Policy and Procedures: A system for investigating and documenting cause and origin of all ignitions in place and will be adopted upon approval. Appendix G includes the policy and procedures along with CCT Tribal Codes and legal citations. The Fire Investigation Policy is adopted for the CCT with the approval of the 2016 CCT Wildfire Prevention Plan Revision.

Law Enforcement SOP: The Standard Operating Procedure (SOP) has been adopted by the CCT for coordinating wildfire investigations with law enforcement. This SOP describes the authority and actions to be taken by wildfire investigator when working with tribal police and BIA Office of Justice Services. A copy of the SOP is provided in Appendix C.

Burn Permit System:

The prevention program issues burn permits in accordance with tribal codes. Enforcement of the burn permit regulations are the responsibility of the Colville Tribal Police Department.

Historical Accomplishments: Historical data consists of the last ten year period from 2005-2014. During this time a Prevention Workload Analysis was completed and it showed that a full time Prevention Officer and seasonal assistant were needed for the Prevention Program.

Planned accomplishments for 2009-2015

The majority hours for the prevention program were planned for fire danger rating, burn permits, patrolling, and fire investigations. This includes making contact with those who are maintaining fire danger ratings, issuing burn permits, patrolling the Colville Reservation according to the guidelines in Appendix M, and conducting fire investigations during summer months as necessary.

Other significant hours were planned for school programs, public utilities management, prevention committee, residential inspections and follow up inspections, and individual public contact. This includes presenting safety messages to local schools, coordinating with public utility providers, participating in prevention meetings, inspecting burn pits and following up with another inspection, and making contact with individuals in the course of doing daily work, such as patrols.

D. Prevention Strategy

The Colville Reservation plays an important role in wildland fire prevention with its partners – local cooperators and surrounding communities. Many opportunities exist for the Colville Confederated Tribes to join forces with the surrounding co-operators in event activities and training to present a consistent wildfire prevention message to the public on and off the reservation. A wildfire prevention strategy has been developed for the Colville Confederated Tribes using the National Wildfire Coordinating Group Publication **Wildfire Prevention Strategies**, (NFES 1572) March 1998. This strategy also specifically addresses the criteria required by BIA Wildfire Prevention Policy.

The strategy used in the previous plan (2010-2014) was fairly effective in mitigating and reducing human caused fires on the Colville Reservation. According to the WFMI data, the number one cause of fires during 2005-2014 was related to incendiary starts, while equipment and fire use are the next most common causes. The best way to tackle this problem is by mass media in a variety of methods including: radio, written, television, general, and world wide web. Another effective approach involves high visibility patrol and fire prevention. Furthermore, there will be an increase in target accomplishment hours for public education, printed materials, and specific campaign development.

Cultural awareness continues to be a hallmark of the Colville Reservation's Fire Prevention. Sensitivity and respect for the traditional values are the success of any prevention, education, or community activity. Fire Management will continue to coordinate all prevention and education activities to respect the traditional values of the Colville Confederated Tribes and its individual bands.

E. Fire Management Unit (FMU) Assessment

The CCT fire management plan describes 4 Fire Management Zones (FMZ). Since there will be no differences of activities within those FMZ's all the FMZ's are now one FMZ for RAMS and this WFPP. A description of the 4 FMZ's is included, even though they are not singled out.

The original WFPP was written with Fire Management Zones (FMZ). These FMZs are the different fuel types across the Colville Reservation. For the evaluation of fuels and expected fire behavior, the Reservation has been divided into four Fire Management Zones (FMZ's). The FMZs are separated into the following categories: FMZ 1 Low elevation grass, FMZ 2 Low elevation timber, FMZ 3 Mid elevation timber, FMZ 4 High elevation Timber.

Prevention actions apply to the entire Colville Reservation and because of this the analysis led to designating one compartment for the entire reservation.

Table 2 - Composite FMU Assessment Summary

Fire Management Zone	Fire Prevention Planning Unit. Representative Location or Prevention Compartment	Risk Ranking
Colville Reservation	Compartment #1	High

F. Community Assessment

There are 16 viable communities within the Colville Confederated Tribes Fire Management initial attack boundary. They are ranked high to low in Table 3 below. The National Fire Plan identifies the need to work with local communities to provide assistance regarding hazard mitigation, public education, develop community action plans and applying prevention techniques. In order to identify the communities needing assistance, each state along with their federal partners were tasked with evaluating their communities and ranking them as to their relative risk to wildland fire. Washington State formed an Interagency Coordinating Group to accomplish this task. Communities were selected and evaluated, based on, location within a fire department district, and the danger to that community to damage from wildfire. From the evaluation, a list was generated and forwarded on to identify communities, which were to be placed in to the Federal Register under a “Communities at Risk” category.

The communities included in this assessment which are located within the Colville Reservation were selected based on four criteria: 1) listed in the Federal Register as a Community at Risk from wildland fire, 2) a subdivision or housing development in which many Native Americans live, 3) a community of interest to the BIA and/or Colville Tribes, 4) a subdivision or housing development in which FIREWISE principles are not being implemented. Those communities meeting these criteria are listed in Table 3.

Table 3 - Composite Community Assessment Ranking

High	Moderate	Low
#13 Roger's Bar	#7 Colville Agency	#9 Elmer City
#10 Keller*	#15 Twin Lakes*	#8 Belvedere
#14 Kewa	#3 Okanogan*	
#12 Inchelium*	#11 West Fork	
#5 Disautel*	#16 Coulee Dam	
#6 Nespelem*	#2 Omak*	

	#1Malott*	
	#4 Ft.Okanogan	

“*” Denotes communities listed on the 2001 Federal Register of Communities at Risk.

G. Fuels Assessment

For the evaluation of fuels and expected fire behavior, the Reservation has been divided into four FMZ's. The FMZ's are separated in the following: FMZ 1 low elevation grass, FMZ 2 low elevation timber, FMZ 3 mid elevation timber, FMZ 4 high elevation Timber. All of these FMZ's have a mixture of terrain features that will make suppression complex. These FMZ's have terrain that varies from flat to 100%.

The highest priority areas include the FMZ 1 because the fuel types make the fire spread faster than other FMZ's. FMZ 2 is the next priority especially near WUI areas which are common on the reservation.

FMZ 1 is low elevation grass and is predominant on the western portion of the reservation. The vegetative fuels consist of Sage Brush, Bitter Brush and Grass with scattered pockets of timber in valleys and creek bottoms.

Recommended treatments include but not limit to mechanical thinning, hand thinning, mechanized-piling, hand piling, and prescribed burning. Fuels treatments in this FMZ can have widely variable duration of impact, depending on the local conditions.

FMZ 2 is low elevation timber and is scattered throughout the southern and eastern portions of the reservation. This is a transition zone between the FMZ 1 low elevation steppe and FMZ 3 mid elevation timber. The vegetative fuels consist of timber over story and grass, sage brush, woody debris, and understory.

Recommended treatments include but not limit to mechanical thinning, hand thinning, mechanized-piling, hand-piling, and prescribed burning. Fuels treatments in this FMZ can have widely variable duration of impact, depending on the local conditions.

FMZ 3 is mid elevation timber. This FMZ predominately covers the reservation where the overstory consists of a mixture of Ponderosa Pine and Douglas-fir. The under story is a mix of brush, grass, and downed woody debris.

Recommended treatments include but not limit to mechanical thinning, hand thinning, mechanized-piling, hand-piling, and prescribed burning. Fuels treatments in this FMZ can have widely variable duration of impact, depending on the local conditions.

FMZ 4 is considered the high elevation timber region. This region is where the overstory includes more of the Fir specie with scattered Pine and Western Larch. The vegetation consists mostly of downed woody debris, needle litter, and grass.

Recommended treatments include but not limit to mechanical thinning, hand thinning, mechanized-piling, hand-piling, and prescribed burning. Fuels treatments in this FMZ can have widely variable duration of impact, depending on the local conditions.

WUI, although, this is not identified as a separate FMZ, it is a component of the first three FMZ's and is characterized by homes intermixed or adjacent to wildland areas. This component is scattered across the reservation. It is predominantly found in or on the bottom 1/3 of the slope or valley bottoms. The vegetative fuels consist of a mixture of the FMZ's plus house hold trash, vehicles, wood piles, and anything else a homeowner may collect around their homes.

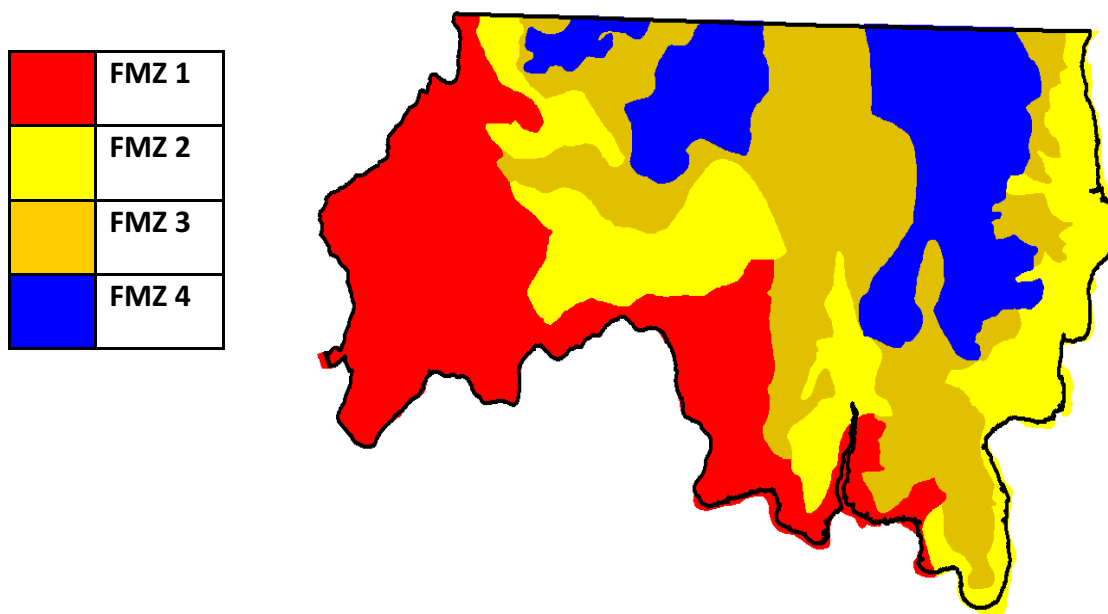
Recommended treatments include but not limit to mechanical thinning, hand thinning, mechanized-piling, hand piling, and prescribed burning. Fuels treatments in this FMZ can have widely variable duration of impact, depending on the local conditions.

The Fire Prevention Fire Management Zones presented here coincide with Fire Management Unit (FMU) Boundaries.

An important goal of the Colville Confederated Tribes is to manage the Tribe's natural resources holistically through the development and implementation of the Integrated Resources Management Plan 2000-2014 that was approved by the Colville Business Council Resolution 2001-248. The Colville reservation establishes a list of fifteen socio-economic, ecosystem enhancement, and protection goals to be achieved on the Colville Indian Reservation. In order to accomplish these goals under direction of the Federal Wildland and Prescribed Fire Policy and Fire Management Planning Analysis, fire management specific goals along with standards and guidelines have been established. The Fire Management Plan objectives for fuels are very comprehensive (See Wildland Fire Management Plan April 2002).

Project level fuels treatment plans will need to be developed for all fuels projects selected for implementation. Several factors must be evaluated before a project is selected for implementation including, but not limit to, tribal priorities, current and predicted weather conditions, availability of qualified staff to conduct any given project, support resource availability, funding, environmental/cultural constraints, and fuel conditions. The Colville Confederated Tribes recognize the importance of treating areas around Communities at Risk.

Figure 2 - Colville Reservation Fire Management Zone Map



FMZ 1- Low elevation grass

FMZ 2- Low elevation timber

FMZ 3- Mid elevation timber

FMZ 4- High elevation timber

H. Fiscal Analysis

1. Prevention Options

Option A-Historical Option: This option consists of the years prior to 2005. For the purpose of this analysis zero hours were used as a comparison value.

Option B-Proposed Planned Option: This is the proposed plan of prevention activities for the next ten years from 2016-2025. This option was developed using the strategies described in pages 71-81 of the Wildfire Prevention Strategies (NFES 1572). Based on the Wildland Fire Management Data (WFMI), most of human caused fires during the past ten years stem from incendiary use, equipment, and fire use. The proposed strategies are determined to be the most effective and address the needs of the reservation.

Option C-Increase of 20% in Actions: This shows a 20% increase in actions of proposed plan.

Option D-Decrease of 20% in Actions: This shows a 20% decrease in actions of proposed plan.

Option E-Previous Plan (2011-2015): This is the accomplishment hours planned during the time frame 2011-2015. The Wildfire Prevention Strategies (NFES 1572) helped determine where to focus accomplishment hours.

Option F-Average Accomplishments for 2010-2014: These are the average accomplishment hours of the five year period. These hours helped conclude where to focus accomplishment hours for the current planning period 2016-2025.

2. Workload Analysis

The RAMS software has been adopted by BIA-NIFC as national standard software for developing fire prevention plans.

Rams, WFMI, and fire cost data determine the number of personnel and program dollars needed to establish an effective fire prevention program. The process consists of an inventory of the fire prevention actions that are implemented to mitigate damages that result from human caused fires. These activities include: education, engineering, enforcement and administration which are outlined in the Colville Reservation Fire Management Plan. These general approaches are considered by all wildland fire managers when developing a fire prevention plan.

In the workload analysis, fire prevention activities have been grouped into areas of general or specific actions. This grouping allows activities to be inventoried by where they occur and best utilized.

General Actions include activities that affect the entire planning unit (i.e. Reservation). Examples of these activities include public relations programs aimed at reaching the population at large, planning, training, etc. General Actions are grouped into categories in the following areas: education, enforcement, engineering, and administration.

Specific actions include activities that affect a specific geographical area, such as a single compartment or community. These activities are targeted programs developed for fire problems identified in the assessment process. Examples of specific actions are cause specific signing, inspections, individual contacts, patrol, etc. Specific Action activities are grouped into the following areas: patrol, signs, law enforcement, hazards, public contact, inspections, and administration.

Community actions were not included in this analysis and the community action hours have been distributed to like activities in General and Specific Actions. Therefore, community actions are not included in the RAMS analysis.

Work standards and workload factors have been developed to standardize the outputs for each of these prevention categories. The work standard is the activity to be performed and the workload factor is the average time that it would take to accomplish the activity. The work standards and the workload factors used in this document are based on the past five and five year period of prevention activity on the Colville Reservation.

Some of the tasks in a specific location may require more or less time than is indicated by the workload factor.

The workload analysis is used to calculate the total prevention workload for various geographical areas including: fire management units (FMU), fire management zones (FMZ), and over all reservation coverage. This is how the prevention program has traditionally carried out tasks within the Colville Reservation.

Table 4 - Prevention Workload Analysis

Prevention Category	Option A	Option B	Option C	Option D	Option E	Option F
	Hours Needed					
Specific Actions						
Patrol	0	980	1176	784	980	720
Signs	0	84	120	60	84	60
Law Enforcement	0	920	1112	756	700	468
Hazards	0	0	0	0	0	0
Public Contact	0	162	195	129	50	44
Inspections	0	80	99	60	8	3
Administration	0	0	0	0	0	0
General Actions	0	1377	1651	1021	1374	1721
Totals	0	3603	4353	2810	3196	3016

3. Effectiveness Analysis

The Central Office BIA, BIA-NIFC, has established prevention program performance standards. These standards are measured by analyzing the expected efficiency of each prevention option. The current option proved to be both efficient and cost effective at reducing ignitions. All of the options for the Colville Agency were compared against the pre-program option, which is option A.

Since the effectiveness of all five options is 13.02 %, there is no difference in the effectiveness of the options. This is due to the maturity of the program. The actions selected for these options all represent actions that have proven effective and practicable.

These estimates are then used to assess program effectiveness. It is BIA policy that a program must produce an equivalent of savings to costs in order to implement strategies. In other words it must have a benefit/cost ratio of greater than one to one (1:1).

The railroad cause data will be excluded from the analysis because there has only been one fire caused from railroads in the past 10 years. This will create a better representation of the overall effectiveness.

Table 5 Estimated Effectiveness Table

Pre-Program vs. Planned (Option B)							
Estimated Reduction in Wildfire Ignitions by Cause Category							
	Lightning	Equip.	Smoking	Campfire	Debris	Railroads	Arson
FMZ or Planning Unit	0	15.20%	13.05%	17.25%	15.85%	0.00%	6.06%
Planning Unit Avg.							13.02%
Pre-Program vs. Alt 1 (Option C)							
Estimated Reduction in Wildfire Ignitions by Cause Category							
	Lightning	Equip.	Smoking	Campfire	Debris	Railroads	Arson
FMZ or Planning Unit	0	15.20%	13.05%	17.25%	15.85%	0.00%	6.06%
Planning Unit Avg.							13.02%
Pre-Program vs. Alt 2 (Option D)							
Estimated Reduction in Wildfire Ignitions by Cause Category							
	Lightning	Equip.	Smoking	Campfire	Debris	Railroads	Arson
FMZ or Planning Unit	0.00%	15.20%	13.05%	17.25%	15.85%	0.00%	6.06%
Planning Unit Avg.							13.02%
Pre-Program vs. Previous Plan (Option E)							
Estimated Reduction in Wildfire Ignitions by Cause Category							
	Lightning	Equip.	Smoking	Campfire	Debris	Railroads	Arson
FMZ or Planning Unit	0.00%	15.20%	13.05%	17.25%	15.85%	0.00%	6.06%
Planning Unit Avg.							13.02%
Pre-Program vs. Current Average Accomplishments (Option F)							
Estimated Reduction in Wildfire Ignitions by Cause Category							
	Lightning	Equip.	Smoking	Campfire	Debris	Railroads	Arson
FMZ or Planning Unit	0.00%	15.20%	13.05%	17.25%	15.85%	0.00%	6.06%
Planning Unit Avg.							13.02%

4. Budget Development

The workload analysis developed from RAMS indicates 3603 hours are needed to implement the current planned option. This indicates that there is a need for two full-time personnel.

There have been no changes in personnel needed from the previous WFPP 2011-2015. There are no significant changes in the budget from the previous WFPP.

Personnel Costs:

Personnel costs necessary to implement the planned option were calculated using the following figures:

Table 6 - Proposed Annual Budget Summary

	Base Salary	EBC Rate at 47.5%	Recurring Support Funding	**IDC 36.59%	*Estimated Total Funding Needed
Lead	\$57,304	\$27,219	\$10,000	\$20,968	\$115,491.00
2nd position	\$36,296	\$17,241	\$2,500	\$13,281	\$69,318.00
Annual Program Budget	\$93,600	\$44,460	\$12,500	\$34,249	\$184,809.00

*rounded to the nearest hundred

** CCT negotiated IDC rate is a negotiated salary based rate. This calculation is based on salary only.

Table 7 – Program Support Items

<i>Recurring Expenses</i>		<i>Non-Recurring Items</i>
<i>Item</i>		<i>Item</i>
GSA Vehicle Lease (Pickup)		AV Equipment (Computer, Software, Printer, Projector)
COE Education Materials		Prevention Trailer
Training and Travel		Prevention/Education Supplies
Smokey Bear Education Items		New technology items
Public Service Announcements		Radios
Cell Phone Service		ATV
Office Supplies		
Overtime		
Copying/Printing		
Lease Space		

5. Benefit-Cost Analysis

Table 8 has been omitted from this WFPP revision and as a result a new benefit-cost ratio was not generated. The previous WFPP benefit-cost ratio is 1.34:1. The CCT Prevention Program has reduced the number of human caused fires by approximately 50% from the beginning of the implementation of last WFPP. In addition, the number of acres burned annually fluctuates, but the overall numbers show a downward trend.

III. Implementation Plan

The following sections provide the details of policy requirements for obtaining funding for a wildfire prevention program. The Colville Confederated Tribes is currently in compliance with all of these requirements.

A. Policy Requirements

1. Documented Program Support

The Chairman's signature on the WFPP satisfies this requirement. In addition, a Tribal resolution supporting the prevention program was passed in July 2010. Another acceptable form is passage of Tribal council resolutions. The Colville Confederated Tribes has one of these, clearly indicating their support for a fire prevention program. The Tribal Council passed a resolution approving the Fire Management Plan to which this plan is tiered in February 2000. Please refer to Appendix A and B for more information.

2. Documented Fire Investigation Policies and Procedures

This policy and procedure is needed to establish the guidance for fire investigations within the boundaries of the Colville Confederated Tribes. The Colville Confederated Tribes has adopted a fire investigation policy, a copy is found in Appendix G. This policy will be reviewed annually to determine its adequacy. The damage (fines) code appears in Appendix G.

3. Documented SOP for Investigating Wildfires

The Colville Confederated Tribes has adopted an SOP for law enforcement and fire investigations. A copy is included in Appendix C. This SOP is need of revision based on a more current understanding of the role of cause and origin investigations. These SOPs will be superseded when the new National SOP for Fire Investigations is approved.

4. Documented Burn Permit System

The Colville Tribe has a burn permit system in place and the general population is well aware of it. The burn permit system is supported by CCT Tribal Codes. The CCT Police Department and CCT Parks and Recreation Department enforce the burn permit regulations. A reference of the burn permits system and burn permit regulations are in Appendix F.

5. Administrative Requirements

This plan was developed for the Colville Confederated Tribes based on the following assumptions:

- i. The plan will be implemented as written. Signing the plan constitutes acceptance of the plan and the provisions it contains. Once signed and approved by the Regional Director, any substantial modifications to the plan will also need to be approved through the same process.
- ii. The Colville Confederated Tribes will need to devote two full time employees to implement this plan. This plan was designed to be implemented by employees performing at the GS-7 level and GS-9 level. A copy of the job descriptions for a Prevention Technician (Tribal) and a Prevention Officer (Tribal) are included in Appendix P.
- iii. Should either position become vacant, funding will be reduced for the time the position is vacant.
- iv. Funding for implementing this plan will not be diverted to other programs.
- v. The person assigned to this position will be supported in achieving the goals and objectives of this plan. **BIA policy requires: “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. ” [90 IAM 3.2.A (1)].**

B. General Actions Descriptions

General Actions refer to those prevention activities/actions that are general in nature and provide awareness to the general public about preventing all unwanted human-caused wildland fires. The general action which applies to the entire reservation would be:

- Maintain the Sign Plan (Appendix N).
- Update fire danger rating signs and notify cooperators as needed.
- Make 64 contacts to newspapers (including CCT newspaper), radio, and television stations to update contact information or provide approved press releases on fire danger, burn permits, Ready-Set-Go, Firewise, WeTIP, or other relevant wildfire topics.

- Provide FI-110 (Origin Protection) training annually to Rural Fire Departments in an area where investigation are needed.
- Conduct 8 public education programs each year.
- Conduct 5 school presentations each year.
- Staff a booth at fairs, pow wows, and other similar events once a year.
- Conduct 1 sports activity for prevention each year.
- Design 1 prevention printed material each year.
- Place 1 exhibit each year at locations where the target audience can see them.
- Conduct 3 Smokey Bear character appearances each year.
- Establish public contact with groups 5 times each year.
- Develop and maintain 10 key contacts (regional and tribal emergency managers, rural fire coordinators, CCT councilmen, and tribal elders) each year.
- Coordinate fire prevention activities with 4 other government agencies and public utilities annually on fire prevention (includes tribal governments, municipal, county, and state agencies, and other federal agencies).
- Properly issue approximately 1000 burn permits annually.
- Train employees to issue permits annually if necessary.
- Prepare general restriction/closure plans as needed.
- Train employees to inspect spark arrestors each year.
- Review 25 special use permits for fire prevention each year.
- Review 1 contract for fire prevention language.
- Review and update 1 patrol plan each year.
- Review and update the prevention plan every year.
- Review and update the early warning system also known as the preparedness plan.
- Plan and coordinate activities with corporate sponsorship or involvement once a year.
- Plan and coordinate in conjunction with the Colville Tribe for the safe use of fireworks and related activities.

Table 9 on the following pages specifically lists the general actions to be implemented within the boundaries of the Colville Confederated Tribes and the person hours needed to implement those actions.

Table 9 - General Actions															
Planned Actions	Units	Workload Factors	Fiscal Years												
			2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average Annual Planned	Average Annual Workload	
			Education Group												
GA- 1	Prepare Signs Plans	40	1	0	0	0	0	0	0	0	0	0	0	0	1
GA- 2	Maintain Sign Plans	4	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 3	Send Fire Danger Ratings to Field	0.25	200	200	200	200	200	200	200	200	200	200	200	200	200
GA- 4	General Mass Media Contacts	1	20	20	20	20	20	20	20	20	20	20	20	20	20
GA- 5	Mass Media Contacts- Radio	1	10	10	10	10	10	10	10	10	10	10	10	10	10
GA- 6	Mass Media Contacts - Print Media	2	20	20	20	20	20	20	20	20	20	20	20	20	20
GA- 7	Mass Media Contacts- Television	2	6	6	6	6	6	6	6	6	6	6	6	6	6
GA- 8	Mass Media Contacts - Web Design	8	8	8	8	8	8	8	8	8	8	8	8	8	8
GA- 9	Prepare Volunteer Use Plans	40	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 10	Train Volunteer Fire Departments in Fire Prevention	4	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 11	Train/Equip Employees for Wilderness Fire prevention	2	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 12	Provide Public Education Programs	8	7	7	7	7	7	7	7	7	7	7	7	7	7
GA- 13	Prepare Interagency Campaigns	24	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 14	Implement Interagency Campaigns	80	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 15	Prepare Cause Specific Campaign Plans	24	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 16	Deliver Bilingual Educational Programs	8	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 17	Deliver Cause Specific Children's Programs	8	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 18	Participate in Level 1 School Programs	40	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 19	Deliver School Program (Level 2)	8	5	5	5	5	5	5	5	5	5	5	5	5	5
GA- 20	Conduct Fire Prevention Parades	40	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 21	Staff Fair Booths for Prevention	20	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 22	Conduct Sports Activity for Prevention	40	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 23	Order Fire Education Materials	8	0	0	0	0	0	0	0	0	0	0	0	0	0
GA- 24	Design Prevention Printed Materials	16	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 25	Place Exhibits	16	1	1	1	1	1	1	1	1	1	1	1	1	1
GA- 26	Provide Character Appearance	8	3	3	3	3	3	3	3	3	3	3	3	3	3

Table 9 - General Actions															
Planned Actions			Units			Workload Factors	Fiscal Years								Average Annual Workload
							2016	2017	2018	2019	2020	2021	2022	2023	
Education Group															
GA- 27	Conduct Prevention Poster Contest	Number of Contests	40	0	0	0	0	0	0	0	0	0	0	0	
GA- 28	Establish Public Contact with Groups	Number of Groups	3	5	5	5	5	5	5	5	5	5	5	5	
GA- 29	Establish/Maintain Key Persons Contacts	Number of Contacts	2	10	10	10	10	10	10	10	10	10	10	10	
Engineering Group															
GA- 30	Coordinate with Public Utilities	Number of utilities	40	2	2	2	2	2	2	2	2	2	2	2	
GA- 31	Coordinate with Government Agencies	Number of Agencies	40	1	1	1	1	1	1	1	1	1	1	1	
Law Enforcement Group															
GA- 32	Issue Permits	Number of Permits	0.5	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	
GA- 33	Train Employees to issue permits	Number of Employees	4	1	1	1	1	1	1	1	1	1	1	1	
GA- 34	Prepare Restriction/Closure Plans	Number of Plans	8	1	1	1	1	1	1	1	1	1	1	1	
GA- 35	Train Spark Arrestor Inspectors	Number of Inspectors	8	1	1	1	1	1	1	1	1	1	1	1	
GA- 36	Review Special Use Permits for Fire Prevention	Number of Permits	1	20	20	20	20	20	20	20	20	20	20	20	
GA- 37	Fire Criteria in Contract - Industrial Ops Inspection	# of Contracts Inspected	2	1	1	1	1	1	1	1	1	1	1	1	
GA- 38	Develop Structure Improvement Plans	Number of Plans	8	0	0	0	0	0	0	0	0	0	0	0	
GA- 39	Develop Fire Prevention Patrol Plans	Number of Plans Developed	16	1	1	1	1	1	1	1	1	1	1	1	
Administration Group															
GA- 40	Prepare Unit Prevention Plans	Number of Plans	80	1	0	0	0	0	0	0	0	0	80	80	
GA- 41	Participate in Prevention Committee Meetings	Number of Meetings	8	12	12	12	12	12	12	12	12	12	12	12	
GA- 42	Training	Number of Training Events	8	1	1	1	1	1	1	1	1	1	1	1	
GA- 43	Develop Early Warning System Plans	Number of Plans	8	1	1	1	1	1	1	1	1	1	1	1	
GA- 44	Develop Plans to implement Corporate Programs	Number of Plans	16	1	1	1	1	1	1	1	1	1	1	1	
Summary															
Avg General Action Hours =			1377	1377	1377	1377	1377	1377	1377	1377	1377	1377	1377	1377	

C. Specific Actions Descriptions

Specific actions refer to those prevention activities that target specific fire causes reservation wide. These actions are more focused and the results are easier to see and quantify than general actions. The specific actions identified in this plan concentrate on major cause categories: incendiary, equipment, and fire use. Incendiary determinations are often selected as a cause when it is difficult to establish a finding. In contrast, fire use is sufficiently specific so that an effective prevention program can mitigate the number of unwanted fires. All of these cause categories can be reduced through adequate utilization of the following education and enforcement strategies:

1. Provide appropriate information regarding prescribed burning precautions to tribal members, tribal government, local governments, local cooperators, and the general public. Convey to the population through public service announcements, personal contacts, newspaper articles, signing, and other means about MTFC's philosophy, timing, location, and reasons for prescribed burning.
2. Explain to burn permit applicants burning precautions, restrictions, weather conditions, and safe burning practices.
3. Generate fire prevention materials illustrating proper open-burning precautions and distribute with the burning permits.
4. The fire prevention staff conducts on-site inspections of equipment used on trust and restricted title lands. This helps to reduce the occurrence of equipment caused wildfire.
5. An increase of engine and prevention patrols in high occurrence areas during periods of elevated debris burning and/or high fire danger levels.

The additional prevention activities needed to reduce the amount of wildfire activity are shown in "Table 10 – Specific Actions." Since only one compartment was defined for CCT, Table 10 does not require an overall "summary table." The actions listed in Table 10 are bullets with no details. More detailed descriptions follow.

- Patrol 245 days each year. Combine patrol with other fire prevention activities to improve efficiency.
- Maintain 10 signs each year by vegetation control, fresh paint, fresh posters, fresh repairs, and updating information.
- Construct 2 more Smokey Bear signs for the Colville Reservation.
- Conduct approximately 48 formal investigations of wildfires at the unit where no responsible party is identified.
- Make 600 casual contacts made in the course of doing daily work such as patrol, where fire prevention was discussed.

- Make contact with 3 groups in a local area or to discuss specific fire prevention and services offered. Examples of groups include scouting organizations, churches, off road vehicle clubs, equestrian associations, cattlemen associations, logging contractors and homeowners associations.
- Conduct 120 initial residential inspections. These inspections are conducted for the purpose of reducing risk from wildfires.
- Conduct 60 follow-up residential inspections. These inspections are conducted for the purpose of reducing risk from wildfires.
- Conduct 13 inspections on improved campgrounds. An improved campground has electric connections, parking pads, picnic tables, and other facilities. These inspections are conducted for the purpose of reducing risk from wildfires.
- Conduct 60 inspections on unimproved campgrounds. An unimproved campground can be anything from hunting camps to organized camp sites. These inspections should be limited to trust and restricted title lands. When making them “unimproved” is the lack of facilities such as restrooms, electric connections, etc.
- Conduct 15 initial inspections for timber sales on trust or restricted title lands. These inspections should be limited to trust and restricted title lands.
- Conduct 12 follow-up inspections for timber sales on trust or restricted title lands. These inspections should be limited to trust and restricted title lands.
- Conduct 4 dump site inspections each year. These inspections should be limited to sites actually on trust and restricted title lands. Dump sites can be legal or illegal. “Green box” sites are also reported here. Report only inspections conducted for the purpose of reducing wildfires.
- Conduct 9 inspections of spark arrestors each year. These inspections should be limited to equipment being actually operated on trust and restricted title lands.
- Conduct 264 burn permit site inspections. Conduct 1 inspection of formal target ranges. These inspections should be limited to trust and restricted title lands.
- Recruit, train, and/or supervise volunteers.

In addition to the actions described above, extra prevention measures will aid in the reduction of escaped debris burning, incendiary fires, and fire use. The specific actions in Table 10 summary were selected based on the Wildfire Prevention Strategies Guide (NFES 1572).

Table 10 - Specific Actions - Summary Table

Planned Actions			Units		Fiscal Years											Average Annual Workload	
ID #			Workload Factors		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average Planned	Average Annual Workload	
Patrol																	
SA-1	Conduct Patrol	Number of Days	4	245	245	245	245	245	245	245	245	245	245	245	245	245	
Signs																	
SA-2	Maintenance	Existing Signs Maintained	6	10	10	10	10	10	10	10	10	10	10	10	10	10	
SA-3	Construction	Additional Signs Built	12	2	2	2	2	2	2	2	2	2	2	2	22	2	
Law Enforcement																	
SA-4	Issue cite or warning	# issued	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-5	Court Appearance	# of Appearances	8	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-6	Fire Investigation - Unknown Suspect	# of Investigations	8	40	40	40	40	40	40	40	40	40	40	40	40	40	
SA-7	Fire Investigation - Known Suspect	# of Investigations	40	10	10	10	10	10	10	10	10	10	10	10	10	10	
SA-8	Fire Investigations - Basic	# of Investigations	4	58	58	58	58	58	58	58	58	58	58	58	58	58	
Hazards																	
SA-9	Reoccurring Project	# of hours expended	80	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-10	Special Project	# of hours expended	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
Public Contact																	
SA-11	Individual Contacts	# of contacts	0.25	600	600	600	600	600	600	600	600	600	600	600	600	600	
SA-12	Group Contacts	# of contacts	3	4	4	4	4	4	4	4	4	4	4	4	4	4	
SA-13	Key Person Contacts	# of contacts	2	0	0	0	0	0	0	0	0	0	0	0	0	0	
Inspections																	
SA-14 SA-15	Electronic site	Sites Inspected	4	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-16	Residence - Initial	# of Initial Inspections	0.5	100	100	100	100	100	100	100	100	100	100	100	100	100	
SA-17	Residence - Follow up	# of follow-up inspections	0.25	60	60	60	60	60	60	60	60	60	60	60	60	60	
SA-18	Powerlines	# miles inspected	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-19	Railroad Track Inspections	# of Miles Inspected	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-20	Resorts/Camps - Initial	# of Initial Inspections	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-21	Resorts/Camps - Follow up	# of follow-up inspections	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-22	Site-Other	Sites Inspected	4	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-23	Improved C.G.	# Inspected	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
SA-24	Unimproved C.G.	# Inspected	0.25	1	1	1	1	1	1	1	1	1	1	1	1	1	
SA-25	Special Risk Inspections/Analysis	# of Inspections/analysis	8	0	0	0	0	0	0	0	0	0	0	0	0	0	
SA-26	Timber Sales - Initial Inspection	# of Initial Inspections	2	1	1	1	1	1	1	1	1	1	1	1	1	1	
SA-28	Timber Sales - Follow-up	# of follow-up inspections	1	1	1	1	1	1	1	1	1	1	1	1	1	1	

Table 10 - Specific Actions - Summary Table

ID #	Planned Actions	Units	Workload Factors	Fiscal Years										Average Annual Workload	
				2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		Average Planned
Inspections (cont.)															
SA- 27	Sawmills - Initial Inspections	# of Initial Inspections	4	0	0	0	0	0	0	0	0	0	0	0	0
SA- 28	Sawmills - Follow-up	# of follow-up Inspections	2	0	0	0	0	0	0	0	0	0	0	0	0
SA- 29	Mining Ops. - Initial Inspections	# of Initial Inspections	4	0	0	0	0	0	0	0	0	0	0	0	0
SA- 30	Mining Ops. - Follow up	# of follow-up Inspections	4	0	0	0	0	0	0	0	0	0	0	0	0
SA- 31	Gas/Oil Wells - Initial Inspections	# of Initial Inspections	1	0	0	0	0	0	0	0	0	0	0	0	0
SA- 32	Gas/Oil Wells -Follow up	# of follow-up Inspections	0.5	0	0	0	0	0	0	0	0	0	0	0	0
SA- 33	Large Construction - Initial	# of Initial Inspections	4	0	0	0	0	0	0	0	0	0	0	0	0
SA- 34	Large Construction - Follow up	# of follow-up Inspections	2	0	0	0	0	0	0	0	0	0	0	0	0
SA- 35	Small Construction	# of Inspections	2	0	0	0	0	0	0	0	0	0	0	0	0
SA- 36	Dumps	# of Inspections	1	0	0	0	0	0	0	0	0	0	0	0	0
SA- 37	Spark Arrestors	# Inspected	0.5	1	1	1	1	1	1	1	1	1	1	1	1
SA- 38	Burning Permit	# Inspected	0.5	20	20	20	20	20	20	20	20	20	20	20	20
SA- 39	Target Range	# of Inspections	2	0	0	0	0	0	0	0	0	0	0	0	0
Administration															
SA- 40	Recruit, Train Equip/ Supervise	# of Volunteers Affected	0.15	0	0	0	0	0	0	0	0	0	0	0	0
SA- 41	Compartment Specific Plans	# of Plans	6	0	0	0	0	0	0	0	0	0	0	0	0
Summary															
Avg. Specific Action Hours =			2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226	2226

D. Community Actions Descriptions

The community action hours have been distributed to like activities in General and Specific Actions. Therefore, community actions are not included in the RAMS analysis.

Table 11 is omitted.

E. Structural Ignitability Mitigation Options

In the process of assessing community risk, special attention will be paid to the factors affecting structural ignitability according to Firewise. Overall, the level of Firewise compliance throughout the Colville Reservation is very good. The factors to be assessed are:

Roofing -	Type of materials
Siding-	Type of materials
Landscaping-	Type and location of materials
Roof Hygiene-	Amount of debris
Landscape Hygiene-	Maintenance of yards
Structural Hygiene-	Maintenance of buildings
Flammables-	Location of flammables

Table 12 - Structural Ignitability

	Compliance		
	Rating		
Evaluation Factors	High	Moderate	Low
	Percentages		
Overall Firewise Compliance	15	25	60
Roofing Material	55	20	25
Siding	5	10	85
Landscaping	20	50	30
Roof Hygiene	15	60	25
Landscape Hygiene	10	10	80

Structural Hygiene	10	10	80
Flammables	10	15	75

Note: percentages rounded to the nearest 5 percent.

The majority of the general actions and specific actions will be conducted around the communities at risk. Because of past prevention efforts, fires that have occurred adjacent to the communities at risk have not experienced any loss. Through prevention efforts people understand life in the wildland urban interface.

Due to size and complexity of the Colville Reservation, any structural ignitability assessment number will be approximate. The definitions for high, moderate, and low are determined by how much a structure is in compliance with Firewise suggestions. High means that the structure has a fair amount of Firewise techniques applied to it. Moderate indicates that a structure has some Firewise techniques applied. Low shows little or no compliance with Firewise techniques. The percentages vary because of Wildland Urban Interface (WUI) situations and the number of out-buildings typically in the rural setting.

The following issues should be addressed through the general, specific and community actions identified in this plan.

- A. Develop exhibit themes concerning the increased risk from the choices of siding, landscaping hygiene, structural hygiene, and the location of flammables.
- B. Discuss Firewise and fire safety and build these topics into talks, power points, presentations, and other methods of displaying information.
- C. Prepare news releases that deliberate the hazards presented by poorly maintained landscaping and location of stored flammables.
- D. Discuss these topics with key contacts throughout the year.
- E. Collaborate with other Colville Confederated Tribal Programs regarding Firewise materials and compliance issues.

F. Prioritized Hazardous Fuels Reduction Areas

The fuels management program at the Mount Tolman Fire Center currently manages fuels treatments on 1.4 million acres of the Colville Reservation. Our program implements fuels treatment on both Tribal trust land as well as Fee land located within the bounds of the Colville Reservation. The following goals are outlined in *The Wildland Fire Management Plan of the Colville Reservation April 2002*:

- Reduce the potential of resource damage from destructive wildland fires.
- Assist land managers by protecting, maintaining, or enhancing other resources through treatment of forest fuels.
- Maintenance of fire dependent ecosystems.
- Develop, maintain, and/or enhance a program of fuels management and prescribed fire that will effectively reduce the fire hazard of accumulated fuels, achieve multiple resource objectives, and provide for a natural role of fire in the ecosystem.
- Provide opportunities for wildland fire to be used for resource benefits and implement when conditions permit.

Fuel treatment methods typically used on the Colville Reservation consist of both mechanical and prescribed fire. Some of the mechanical methods include hand cutting of pre-commercial sized trees, shrubs and brush. In areas further from the communities, excavators are used to pull brush and pre-commercial sized trees from the ground. The waste from these treatments is then piled and burned at a later date when sufficient time has passed to allow the piles to dry enough to burn cleanly. Excavators are also equipped with a mulching head and some of the areas are masticated to a height of less than 1 foot from the ground. The waste from these masticated areas become very compact over time and is left to deteriorate.

Wildland Urban Interface Hazard Reduction Workload

There are currently 16 Wildland Urban Interface (WUI) areas identified on the Colville Reservation spanning over all three planning districts. These areas were identified by the density of structures. These communities were then given a 1.5 mile buffer to create areas around the communities to concentrate fuels treatment priorities.

A variety of hazardous fuel reduction treatments which include thinning, piling, and prescribed burning have taken place around the communities at risk (identified in the 2001 Federal Register). This is a result of a cooperative effort between prevention and fuels management.

G. Annual Calendar

An annual calendar is prepared that details fire prevention planning with major actions listed by month and is subject to change as necessary. Not all prevention actions are included in this calendar, because some of them will occur throughout the year, and/or are minor in terms of time commitment. However, many actions are seasonal and can be planned. The annual calendar can be found in Appendix O and when updated will be replaced within this document.

H. Supporting Plans

Sign Plan- The Sign Plan for the Colville Reservation describes the sign locations, changing of the fire danger level signs, and maintenance. A map of the sign locations has been excluded from the plan because the MTFC personnel and locales are well aware of the locations of the signs. Refer to Appendix N.

Patrol Plan- The Patrol Plan describes the different patrol zones as well as the definition for patrolling. It also has a map that contains the different patrol routes that should be taken. The patrol requires certain items that should always be kept on-hand while on patrol, including investigation kits, necessary tools, and personal protective equipment (PPE). Refer to Appendix M.

Communication Plan- This part of the plan is in Appendix L.

Preparedness/Readiness Plan- This plan describes the preparedness level actions and what time of year those occur. It also describes the seasonal risk analysis. It describes the Prevention Program's role in fire prevention and mitigation for different seasons of the year. It also describes the preparedness level recommendations. The Preparedness/Readiness Plan can be found in Appendix E.

I. Accountability

The Northwest Region has reduced the number of site visits in the past 3 years. Because of the reduced amount of travel by the NWRO staff, program reviews are conducted on a limited basis. In order to meet WFPP revision standards a program review was conducted via phone interview. This was done February 2015 and the program review is included in Appendix J.

To date, readiness reviews in the Northwest Region are conducted every other year. A readiness review was conducted in 2015. In the future, readiness reviews will be conducted approximately every three years. The reason why the change in the readiness review schedule is due to limited review personnel and competing priorities. This is a decision made by the NWRO.

There are a few different ways to document activities and report accomplishments to maintain accountability. There are accomplishment reports that will be filled out on a weekly basis, every Friday and an additional one if there are events. This ensures that accomplishment hours will be completed successfully and documented to ensure accuracy. Each year by October 31st accomplishment reports will be sent into the NWRO. This will show accountability for the Prevention Program on a yearly basis.

J. Supporting Appendices

- A. Documentation of program support
- B. Documentation of tribal support
- C. LEO SOP
- D. RAMS MDB file on CD and/or printouts including tables
- E. Preparedness Plan
- F. Burn Permit System
- G. INVF Policies and Procedures
- H. Community Assistance Information
- I. Smokey Bear Guidelines
- J. Accomplishment Reporting Forms
- K. Inspection Forms
- L. Communication Plan
- M. Patrol Plan
- N. Sign Plan
- O. Annual Planning Calendar
- P. Recommended Position Description
- Q. Electronic Copies of FPP in Word processing format and Portable Document Format (PDF)



The Confederated Tribes of the Colville Reservation

P.O. Box 150, Nespelem, WA 99155

(509) 634-2200

FAX: (509) 634-4116



Monday, June 01, 2015

Mount Tolman Fire Center
P.O. Box 188
Keller, WA 99140

I would like to express my support of the Mount Tolman Fire Prevention Plan. I believe that the prevention program represents an important part of the Fire Management Organization that helps to keep our forests and wildlands safe from human caused fires. A lack of funding for the program would increase the number of human caused fires thereby threatening the resources that the Colville Tribe depends on for revenue.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cody Desautel".

Cody Desautel
Interim Land and Property Director

2010-397


RESOLUTION

WHEREAS, it is the recommendation of the Natural Resource Committee to support the Fire Management Wildlife Prevention Plan as this plan helps to prevent human caused fires and that an expanded prevention program is in the interest of the Colville Tribe in order to help protect the natural resources of the Colville Reservation. No tribal dollars required.

THEREFORE, BE IT RESOLVED, that we, the Colville Business Council, meeting in a **SPECIAL SESSION** this 17th day of June, 2010 acting for and in behalf of the Colville Confederated Tribes, Nespelam Washington, do hereby approve the above recommendation of the Natural Resource Committee.

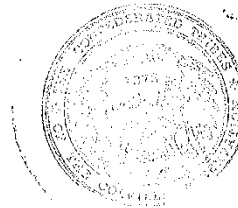
The foregoing was duly enacted by the Colville Business Council by a vote of **9 FOR 0 AGAINST 0 ABSTAINED**, under authority contained in Article V, Section 1(a) of the Constitution of the Confederated Tribes of the Colville Reservation, ratified by the Colville Indians February 26, 1938, and approved by the Commissioner of Indian Affairs on April 19, 1938.

ATTEST:


Michael G. Finley, Chairperson
Colville Business Council

cc: Virgil Seymour Committee Chair
Trisha Jack, CBC Recording Secretary
BIA Superintendent
Reservation Attorney
Dept. or Program:

Post-It® Fax Note	7671	Date	6/24	Page	1
To	Henry Kuchner	From	BCA/ten		
Co./Dept.	mt Tolman	Co.	1-4 10		
Phone #	3149	Phone #	2107		
Fax #	3149	Fax #			



COLVILLE INDIAN RESERVATION
Standard Operating Procedure (SOP) for
Wildland Fire Investigation

Definitions

INVF – Wildland Fire Investigator

TPO – Tribal Police Officer of the Colville Confederated Tribes

TPRRO – Tribal Parks and Recreation Resource Officer of the Colville Confederated Tribes

BIA-OLES – Bureau of Indian Affairs-Office of Law Enforcement

BIA-CA – Bureau of Indian Affairs-Colville Agency

MTFC – Mount Tolman Fire Center

Law Enforcement – a TPO, TPRRO, BIA-OLES Agent, deputy sheriff, or other qualified law enforcement agent

Purpose

The intent of this Standard Operating Procedure (SOP) is to guide participating INVFs, TPOs, TPRROs, and BIA-OLES agents in making rational and defensible decisions about jurisdictions, authorities, responsibilities, case handling, communications, scene processing, questioning of witnesses, collection and transfer of evidence, disposition/copying of case files, and in sorting out the appropriate actions to take in various ownership situations for wildland fire investigations on the Colville Indian Reservation.

Jurisdiction

Guiding Principles – Jurisdiction is established by the ownership where the specific point of origin (crime) is located or suspected to be located. When ownership is restricted Indian Land or “Trust”, the Tribes and BIA have jurisdiction to investigate wildfires for origin and cause determination. If a major crime such as Arson is suspected or identified as the cause of a wildfire, contact Fire management (MTFC) and request a certified INVF immediately.

Indian Land – includes tribal trust, individual allotments and restricted Indian lands and any other lands under the jurisdiction of the Bureau of Indian Affairs. BIA and Tribal INVFs have authority to investigate wildland fires originating on Indian lands. Other federal, tribal and state fire investigators

qualified under National Wildfire Coordination Group (NWCG) guidelines may also investigate wildland fires upon request by a competent BIA official.

Non-Indian lands – includes fee lands, non-Indian lands, tribal fee lands, State, County or other federal lands. INVFs have no independent authority to enter to investigate non-Indian lands without landowner permission. INVFs will cooperate with a local jurisdictional authority or State investigator to legitimize the investigation. If the fire originates on non-Indian jurisdiction, but burns across Indian land; the BIA will request an investigation by the jurisdictional authority. A BIA INVf may assist with any wildland fire investigation within a non-BIA jurisdictional area if requested to do so by a competent jurisdictional authority.

All investigations will follow the BIA standards for wildland fire investigations, which includes the National Wildfire Coordination Group (NWCG) FI-210 Origin and Cause Determination and the National Fire Protection Agency (NFPA) 921 Standard for Fire Investigations.

Case Handling

The Initial Attack Incident Commander (IC) shall perform, or shall direct the performance of, the preliminary cause and origin determination and determine whether or not a more thorough investigation is needed based on the amount of damage done by the fire, potential to recover costs, injuries, fatalities, and suspicious circumstances surrounding the cause and origin or evidence of other criminal activity at the scene.

When the INVf is requested, the IC will first protect and secure the general origin area, the evidence collection area and establish a chain of custody at the scene. Then the INVf will begin to process the scene. Upon the recognition that the incident may involve any major crimes as described in The General Crimes Act – 18 U.S.C., serious injury or fatality, the BIA-CA will be notified immediately. Otherwise the INVf will continue to process the scene using the systematic methodology described in the FI-210 and NFPA 921.

Large scale fire investigations/Arson Task Forces: Notify the BIA-CA and have Team Leader conduct a short face-to-face briefing to review roles and expectations upon arrival. Also, the BIA-CA or INVf will notify any other affected local jurisdictions. Such arson teams/task forces at the Colville Reservation are typically comprised of INVfs, TPOs, TPRROs, BIA-OLEs agents, and other cooperators as available.

To increase efficiency and probability of success, certified INVfs should be teamed with, and should actively conduct investigations side-by-side with law enforcement (a TPO, TPRRO, BIA-OLEs Agent, deputy sheriff, etc.), forming 2-person or larger teams, during large scale fire investigations /Arson Task Force assignments.

Roles

Standard Fire Investigation – These are cases where the fire is the only incident to be investigated and no evidence of other criminal activity is found. This would also include serial wildland arson incidents.

- Role of INVf: To take the lead in processing the scene according to the NFPA-921, interviewing witnesses, collecting and securing evidence and preparing the final report.

- Role of the TPO, TPRRO, and BIA-OLES Agent: to assist the INVf with scene control, evidence collection/chain of custody, interviewing of witnesses/persons of interest/suspects and collaborating with INVf to develop the case.

Fire combined with other criminal activity that requires a BIA-OLES response:

- Role of the BIA-OLES Agent: to take the lead in managing and processing the overall scene, conducting the overall investigation, collecting and securing evidence, interviewing and preparing the final report.
- Role of INVf: To assist during the investigation as directed/requested in processing the *fire scene* according to the NFPA-921, to assist as needed with fire-related evidence collection and to provide a written supplemental report to the Officer in Charge of the investigation.

Fire combined with criminal activity that requires a response by the Federal Bureau of Investigation (FBI):

- Role of the TPO, TPRRO, or BIA-OLES Agent: To make the decision to involve the FBI, to secure the scene and direct the activities of any INVf personnel on the scene. The Officer in Charge remains in charge of the scene and investigation until relieved by the FBI.
- Role of INVf: To follow the direction of the TPO, TPRRO, or BIA-OLES Agent in protecting the scene, to remain available for questioning and witness statements as needed, and to assist BIA-OLES or FBI Agent with processing the FIRE scene if requested.

Collection and Transfer of Evidence

It is highly preferable for the INVf to have physical evidence at wildland fire scenes collected directly by law enforcement officials (TPO, TPRRO, or BIA-OLES Agent) to shorten the chain of custody. However, in many situations law enforcement will be unavailable and the INVf must collect and later transfer evidence to law enforcement.

On Indian land:

When the cause is criminal, and no injury or fatality occurs or real property is damaged, or when the cause is non-criminal, then the INVf should mark, identify, photograph, protect, collect, and catalog all evidence and then transfer it to a TPO or TPRRO for evidence storage. The INVf should retain a copy of the evidence description form and chain of custody transfer form.

When the cause is criminal, and there is an injury, fatality or real property damage (including timber loss), the INVf should contact the MTFC and BIA-CA and should mark, identify, photograph, protect, collect, and catalog all evidence and then transfer it to an evidence storage facility as directed by BIA-CA. The INVf should retain a copy of the evidence description form and chain of custody transfer form.

On non-Indian land:

Mark, identify, photograph, protect all evidence and contact the authority having legal jurisdiction prior to collecting any evidence on these cases. If cleared by the authority having legal jurisdiction,

the INVF will collect and catalog the evidence. This evidence will be transferred to the authority having legal jurisdiction.

Perception of Threat

If the INVF is not law enforcement qualified, then *it is highly preferable for the INVF to work side by side with law enforcement* (a TPO, TPRRO, or BIA-OLES Agent) when meeting with affected landowners and when interviewing person(s) on-scene.

If the INVF is threatened or intimidated in the course of a legitimate jurisdictional investigation, the INVF should withdraw and contact a TPO, TPRRO, BIA-OLES Agent or other law enforcement entity such as the FBI or DEA, for assistance as appropriate.

Questioning of Witnesses, Persons of Interest, and Suspects

If it is deemed safe to do so, on-scene homeowners, renters, landowners, allottees, witnesses, bystanders, and children may be interviewed by law enforcement officers who are law enforcement qualified.

Tracking down and locating “persons of interest” or “suspects” for questioning is the role of law enforcement, but the non-law enforcement qualified INVF may assist as a team member with law enforcement in these activities and may assist during the interviewing/interrogation of such persons. If possible, interrogation of suspects should be recorded using a video camera for the protection of the suspect, as well as questioners.

Disposition of Case Files

Original Files:

In a criminal wildland fire investigation on Indian land, original case files will remain with the lead fire investigator and the copies are left with the local units.

Copies:

All INVF reports are considered to be law enforcement sensitive documents and shall be exempt from the Freedom of Information Act (FOIA).

For criminal and non-criminal investigations, a copy of the original file should be kept by the reporting INVF. For criminal investigations, Tribal Police or Tribal Parks and Recreation Enforcement (whichever receives the original file) should send a copy to the other department. All copies should be clearly marked COPY.

In cases involving negligence, where property damage occurred on trust lands, regardless of the ownership of the point of origin, a clean copy of the original file will be submitted to the BIA-CA Superintendent for potential use in pursuit of damage claims.

Communications with Law Enforcement

-Henry Hix, Program Director
P.O. Box 150
Nespelem, WA 99150
Tribal Parks and Recreation
(509) 634-3145 office

-Mike Henry, Police Chief
P.O. Box 150
Nespelem, WA 99155
Colville Tribal Police Department
(509) 634-2472 office

-Bureau of Indian Affairs
Mailing Address:
Bureau of Indian Affairs
MS-4606-MIB
1849 C Street, N.W.
Washington, D.C. 20240

Telephone: (202) 208-5116
Telefax: (202) 208-6334

For Wildland Fire Investigations Contact

-Isaac Cawston, Fire Management Officer
P.O. Box 188
Keller, WA 99140
Mount Tolman Fire Center
(509) 634-3109 office

Training

BIA Fire Management, through the MTFC, will advise MTFC employees, Tribal Emergency Services, Tribal Parks and Recreation, and Tribal Police of training opportunities in wildland fire investigation.

Personal Protective Equipment (PPE)

Appropriate PPE will be worn by red-carded individuals on any uncontrolled wildfire under the IC. Persons without a red-card will not be allowed to work in “hot” areas.

MTFC warehouse will issue wildland fire shirts, pants, hardhats, gloves, safety glasses/goggles, and a fire shelter to all personnel and cooperators involved in wildfire investigations. Unless the fire has been designated “controlled,” persons without red-cards must receive fire shelter deployment instruction from a qualified instructor *before* entering burned areas or any areas potentially threatened by wildland fire.

A handwritten signature in blue ink, appearing to read 'Isaac Cawston', is written over a horizontal line.

Isaac Cawston, Fire Management Officer

07-13-2015

RAMS

07:48:42

Prevention Effectiveness Summary
Using Prevention Option Option B: Proposed plan Instead Of Option A

FMZ 01: Grass & Timber	
Lightning	1.0000
Equipment Use	0.8480
Smoking	0.8695
Campfire	0.8275
Debris Burning	0.8415
Railroad	0.8747
Arson	0.9394
Children	0.8480
Miscellaneous	0.9148

Prevention Effectiveness Summary
Using Prevention Option Option C: 20% increase Instead Of Option A

FMZ 01: Grass & Timber	
Lightning	1.0000
Equipment Use	0.8480
Smoking	0.8695
Campfire	0.8275
Debris Burning	0.8415
Railroad	0.8747
Arson	0.9394
Children	0.8480
Miscellaneous	0.9148

07-13-2015

RAMS

07:49:17

Prevention Effectiveness Summary
Using Prevention Option Option D: 20% decrease Instead Of Option A

FMZ 01: Grass & Timber	
Lightning	1.0000
Equipment Use	0.8480
Smoking	0.8695
Campfire	0.8275
Debris Burning	0.8415
Railroad	0.8747
Arson	0.9394
Children	0.8480
Miscellaneous	0.9148

07-13-2015

RAMS

07:49:31

Prevention Effectiveness Summary
Using Prevention Option Option E: Plan 2010-2014 Instead Of Option A

FMZ 01: Grass & Timber	
Lightning	1.0000
Equipment Use	0.8480
Smoking	0.8695
Campfire	0.8275
Debris Burning	0.8415
Railroad	0.8747
Arson	0.9394
Children	0.8480
Miscellaneous	0.9148

07-13-2015

RAMS

07:49:47

Prevention Effectiveness Summary
Using Prevention Option Option F: Accomplishment Instead Of Option A

FMZ 01: Grass & Timber	
Lightning	1.0000
Equipment Use	0.8480
Smoking	0.8695
Campfire	0.8275
Debris Burning	0.8415
Railroad	0.8747
Arson	0.9394
Children	0.8480
Miscellaneous	0.9148

Category Summary (Hours)

Category	Option B
Patrol	980
Signs	84
Law Enforcement	920
Hazards	
Public Contact	162
Inspections	80
Administration	
General Actions	1,377
Totals	3,603

RAMS

Category Summary (Hours)

Category	Option C	Option D	Difference	Option E	Option F	Difference
Patrol	1,176	784	392	980	720	260
Signs	120	60	60	84	60	24
Law Enforcement	1,112	756	356	700	468	232
Hazards						
Public Contact	195	129	66	50	44	6
Inspections	99	60	39	8	3	5
Administration						
General Actions	1,651	1,021	630	1,374	1,721	-347
Totals	4,353	2,810	1,543	3,196	3,016	180

07-13-2015

08:02:28

RAMS

General Actions

CATEGORY	Description	Units	Hours	Option B
Work Standards	=====	=====	=====	=====
Education				
Signs				
Maintain Plan	plans	4	1	
Fire Danger Rating				
Adjectives To Field	days	0.25	200	
Mass Media				
Media Contacts	each	1	20	
Mass Media - Radio				
Media Contacts	each	1	10	
Mass Media - Written				
Media Contacts	each	2	20	
Mass Media - Television				
Media Contacts	each	2	6	
Mass Media - WWW				
Days of Web Design/Mtc	days	8	8	
Volunteer Fire Departments				
Train in Fire Prevention	each	4	1	
Public Education				
Prev Pgms	event	8	7	
Specific Campaign Development				
Prepare Plan	plan	24	1	
Children's Programs				
Cause Specific	each	8	1	
School Program				
Lvl 2 Presentation	event	8	5	
Engineering				
Public Utilities Mngmt				
Inform of Req's	each	40	2	
Govt Agency				
Govt Agency Coord.	each	40	1	
Law Enforcement				
Permits				
Burn, Blast, Weld, Campfire	each	0.5	1,000	
Training Permits				
Train Issuing Employee	# of emp	4	1	
Restriction Closure				
Restrict Plan / Procedures	plans	8	1	
Public Contact				
2 Hr/Key Person	each	2	10	
Spark Arrestors				
Train Inspectors	# of emp	8	1	
Spec Use Inspections				
Fire Criteria in Permit	each	1	20	
Indust Ops Inspection				
Fire Criteria in Contract	each	2	1	
Fire Prevention Patrol				
Develop patrol plan	plan	16	1	
Administration				
Prevention Plan				
Prepare Unit Plan	plans	80	1	
Prev. Committee				
Participate in Mtgs.	meetings	8	12	
Training				
Provide Intro. Trng.	event	8	1	
Develop Early Warning System				
Preparedness	plan	8	1	

07-13-2015

RAMS

08:02:43

General Actions

CATEGORY	Description	Units	Hours	Option C	Option D	DIFC
Work Standards						
Education						
Signs						
Maintain Plan	plans	4		1		1
Fire Danger Rating						
Adjectives To Field	days	0.25		210	190	20
Mass Media						
Media Contacts	each	1		21	19	2
Mass Media - Radio						
Media Contacts	each	1		11	9	2
Mass Media - Written						
Media Contacts	each	2		21	19	2
Mass Media - Television						
Media Contacts	each	2		7	5	2
Mass Media - WWW						
Days of Web Design/Mtc	days	8		9	7	2
Volunteer Fire Departments						
Train in Fire Prevention	each	4		1		1
Public Education						
Prev Pgms	event	8		9	6	3
Specific Campaign Development						
Prepare Plan	plan	24		1		1
Children's Programs						
Cause Specific	each	8		1		1
School Program						
Lvl 2 Presentation	event	8		6	4	2
Fair						
Days of Booth Time	day	20		1		1
Sports Activity						
Sports/Rodeo Activity	event	48		1		1
Printed Material - Other						
Design	each	16		2		2
Exhibits						
# of Exhibits	each	16		1		1
Character Appearance						
# of Appearance	each	8		4	2	2
Public Contact						
3 Hr/Group	group	3		6	4	2
Public Contact						
2 Hr/Key Person	each	2		11	9	2

Engineering					
Public Utilities Mngmt Inform of Req's	each	40	4	1	3
Govt Agency Govt Agency Coord.	each	40	2		2
Law Enforcement					
Permits Burn, Blast, Weld, Campfire	each	0.5	1,020	980	40
Restriction Closure Restrict Plan / Procedures	plans	8	2		2
Spark Arrestors Train Inspectors	# of emp	8	2		2
Spec Use Inspections					
Fire Criteria in Permit	each	1	24	18	6
Indust Ops Inspection Fire Criteria in Contract	each	2	2		2
Fire Prevention Patrol Develop patrol plan	plan	16	2		2
Administration					
Prevention Plan Prepare Unit Plan	plans	80	1	1	
Prev. Committee Participate in Mtgs.	meetings	8	14	10	4
Training Provide Intro. Trng.	event	8	1	1	
Develop Early Warning System Preparedness	plan	8	2		2
Implement Corporate Programs Develop plan	plan	16	2		2
Total Hours:			1,650	1,022	628

07-13-2015

RAMS

08:02:56

General Actions

CATEGORY	Description	Units	Hours	Option E	Option F	DIPC
Work Standards						
=====	=====	=====	=====	=====	=====	=====
Education						
	Fire Danger Rating					
	Adjectives To Field	days	0.25	200	7	193
	Mass Media					
	Media Contacts	each	1	15	9	6
	Mass Media - Radio					
	Media Contacts	each	1	5		5
	Mass Media - Written					
	Media Contacts	each	2	15	9	6
	Volunteer Fire Departments					
	Train in Fire Prevention	each	4		1	-1
	Public Education					
	Prev Pgms	event	8	5	6	-1
	Specific Campaign Development					
	Prepare Plan	plan	24		2	-2
	Children's Programs					
	Cause Specific	each	8	1	2	-1
	School Program					
	Lvl 2 Presentation	event	8	6	9	-3
	Fair					
	Days of Booth Time	day	20	2	4	-2
	Sports Activity					
	Sports/Rodeo Activity	event	48	2	4	-2
	Fire Education Materials					
	Fire Prevention Materials	order	8		2	-2
	Exhibits					
	# of Exhibits	each	16	1	4	-3
	Character Appearance					
	# of Appearance	each	8	4	5	-1
	Public Contact					
	3 Hr/Group	group	3	5	4	1
	Public Contact					
	2 Hr/Key Person	each	2	10	6	4

Engineering					
Public Utilities Mngmt					
Inform of Req's	each	40	3	1	2
Govt Agency					
Govt Agency Coord.	each	40	1	9	-8
Law Enforcement					
Permits					
Burn, Blast, Weld, Campfire	each	0.5	1,000	1,030	-30
Training Permits					
Train Issuing Employee	# of emp	4		1	-1
Restriction Closure					
Restrict Plan / Procedures	plans	8	1	1	
Spark Arrestors					
Train Inspectors	# of emp	8	1	3	-2
Spec Use Inspections					
Fire Criteria in Permit	each	1	25	22	3
Indust Ops Inspection					
Fire Criteria in Contract	each	2	1	1	
Fire Prevention Patrol					
Develop patrol plan	plan	16	1	1	
Administration					
Prevention Plan					
Prepare Unit Plan	plans	80	1		1
Prev. Committee					
Participate in Mtgs.	meetings	8	15	11	4
Training					
Provide Intro. Trng.	event	8	2	1	1
Develop Early Warning System					
Preparedness	plan	8	1		1
Implement Corporate Programs					
Develop plan	plan	16	1		1
Total Hours:			1,374	1,720	-346

07-13-2015

RAMS

08:00:45

Specific Actions

CATEGORY	Description	Units	Hours	Option B
Work Standards		Units	Hours	Option B
Patrol				
Patrol	When Danger or Risk dictates	days	4	245
Signs				
Maintenance	Maintain Existg Signs	each	6	10
Construction	Build Add'l Signs	each	12	2
Law Enforcement				
Fire Unknown Suspect	8 Hrs per Investigation	each	8	40
Known Suspect	5 Days per Case	each	40	10
Fire Invt - PFI	4 Hrs per Investigation	each	4	50
Public Contact				
Individual	15 Min Per contact	each	0.25	600
Group	3 Hr Per Contact	each	3	4
Inspections				
Residence	.5 Hr Initial	each	0.5	100
Residence	.25 Hrs Follow-up	each	0.25	60
Improved C.G.	1 Hr Annually	each	1	1
Unimproved C.G.	15 Min Ind Unit	each	0.25	1
Timber sales	2 Hr Initial	each	2	1
Timber sales	1 Hrs Follow-up	each	1	1
Spark Arrestors	.5 hr	each	0.5	1
Burning Permit	.5 Hr per Inspectn	each	0.5	20
Total Hours:				2,226

Specific Actions

CATEGORY Description Work Standards =====	Units =====	Hours =====	Option C =====	Option D =====	DIFC =====
Patrol					
Patrol When Danger or Risk dictates	days	4	294	196	98
Signs					
Maintenance Maintain Existg Signs	each	6	12	8	4
Construction Build Add'l Signs	each	12	4	1	3
Law Enforcement					
Fire Unknown Suspect 8 Hrs per Investigation	each	8	48	32	16
Known Suspect 5 Days per Case	each	40	12	8	4
Fire Invest - PFI 4 Hrs per Investigation	each	4	62	45	17
Public Contact					
Individual 15 Min Per contact	each	0.25	720	480	240
Group 3 Hr Per Contact	each	3	5	3	2
Inspections					
Residence .5 Hr Initial	each	0.5	120	80	40
Residence .25 Hrs Follow-up	each	0.25	70	50	20
Improved C.G. 1 Hr Annually	each	1	2		2
Unimproved C.G. 15 Min Ind Unit	each	0.25	2		2
Timber sales 2 Hr Initial	each	2	2		2
Timber sales 1 Hrs Follow-up	each	1	2		2
Spark Arrestors .5 hr	each	0.5	2		2
Burning Permit .5 Hr per Inspectn	each	0.5	24	16	8
Total Hours:			2,701	1,790	911

Specific Actions

CATEGORY Description Work Standards	Units	Hours	Option E	Option F	DIFC
Patrol					
Patrol					
When Danger or Risk dictates	days	4	245	180	65
Signs					
Maintenance					
Maintain Existg Signs	each	6	10	10	
Construction					
Build Add'l Signs	each	12	2		2
Law Enforcement					
Fire Unknown Suspect					
8 Hrs per Investigation	each	8	62	29	33
Fire Invest - PFI					
4 Hrs per Investigation	each	4	51	59	-8
Public Contact					
Individual					
15 Min Per contact	each	0.25	103	90	13
Group					
3 Hr Per Contact	each	3	8	7	1
Inspections					
Residence					
.5 Hr Initial	each	0.5	3		3
Residence					
.25 Hrs Follow-up	each	0.25	1		1
Improved C.G.					
1 Hr Annually	each	1	1	1	
Unimproved C.G.					
15 Min Ind Unit	each	0.25	1	1	
Timber sales					
2 Hr Initial	each	2	1		1
Timber sales					
1 Hrs Follow-up	each	1	1		1
Burning Permit					
.5 Hr per Inspectn	each	0.5	5	3	2
Total Hours:			1,822	1,294	528

The Preparedness Plan is tierd to the 2013 Wildland Fire Annual Operating Plan for the Colville Agency, WA. This is the most current Operating Plan for the Colville Tribe, and there is a 2015 version which is waiting for signatures and is not in place yet.

1. The Preparedness Plan

PREPAREDNESS LEVEL 1: Normal Operating Procedure

Office Hours - 0730 to 1600 Monday through Friday.

Normal staffing, Initial Attack response is provided by Fire Management and Prescribed Fire Personnel.

Normal period of operation - October 1 through May 31 of each year.

PREPAREDNESS LEVEL 2: Fire Season Operations

Office Hours - 0730 to 1800 7 days per week.

Additional seasonal staffing provided to man engines, lookouts and heavy equipment as specified in the FMPA.

Normal period of operation - June 1 through September 30 of each year.

PREPAREDNESS LEVEL 3: Extended Operations

Office Hours - 24 hours per day, 7 days per week.

All full time and seasonal staff will work 6 day, 12 hour per day schedule, forestry and other department staff will be brought on to assist in maintaining required staffing levels.

This level is only implemented during incidents or periods of extreme fire danger or abnormal occurrence such as arson or red flag warnings for lightning.

PREPAREDNESS LEVEL 4: Reservation Closure

Implement Reservation Closure Plan

Closure of the Colville Indian Reservation is a rare occurrence. A Closure Plan will only be implemented as a part of a general area shutdown, in cooperation with adjoining agencies or as a result of a combination of occurrences such as extended periods of drought and abnormal man caused fire or extended periods of drought and visibility less than three miles at our lookouts.

Action number	action	fire incident level					
		1	2	3	3H	4	5
1	Fire Management, Natural Resources Department and Tribal Enforcement personnel will implement closure, post signs and perform daily patrols.					O	O
2	Fire Management Office will be operated 24 hours per day and night patrols will be utilized to insure compliance with closure.					M	O
3*	Place contractor equipment and personnel on stand-by at designated locations, with necessary overhead available to provide a fast efficient initial attack force. These forces will be stationed at designated locations within the reservation.					Y	O
Action 3 can only be implemented after notifying the BIA Portland Area Office of current conditions. It may be necessary to request severity funding to justify the expenditure of funds.							

Fire Prevention/Mitigation

Fire prevention programs, which effectively reduce human-caused ignitions, target “average” weather conditions, historical fire occurrence, normal fire behavior, and historical human activity. Prior to periods of “above average” fire conditions, human activities, or fire severity, local/regional preparedness planning must appropriately “step up” prevention program activities to deal with the increased risk and threat of human-caused ignitions and mitigation that reduce losses when fires are not preventable.

When Seasonal Risk Analysis indicates an increased potential for fire behavior and/or human-caused ignitions, the predicted situation and current prevention and mitigation must be reviewed to determine and obtain the additional resources required to meet the expected situation.

An inclusive fire severity request includes a “proactive” human prevention and mitigation component developed through interagency preparedness planning, which identifies and activates needed resources to reduce the number of wildland fire ignitions, reduce the threat to communities and decrease exposure to firefighters, as risk of severe wildland fires increase.

Prevention, mitigation, and outreach resources should be addressed by the following:

- Conducting local/regional interagency needs assessment to determine the appropriate prevention, mitigation, and other outreach resources, and then obtaining these resources through details, and severity requests.
- Mobilizing a “fire prevention/education team” to plan and implement immediate prevention, mitigation and outreach strategies during periods of abnormal wildland fire risk or activity.

The Fire Prevention Strategy for the Colville Reservation is to reduce the number of person-caused fires and to reduce the damage caused by all fires.

The Wildfire Prevention Analysis and Plan identifies the Risks, Hazards and Values on the Colville Reservation. The Plan also identifies priority areas, specific action and responsibilities consistent with the Colville Reservation Integrated Resources Management Planning Goals.

Wildfire prevention activities generally fall within one of the four broad categories.

1. Education

Education is aimed at changing people’s behavior by awareness and knowledge. This can be done through printed materials, mass media, one-on-one contacts or group presentations. Information can also be delivered through signs, displays, fairs, parades, etc.

2. Engineering

Engineering is an activity designed to shield an ignition source or remove the fuel that could ignite from a spark or firebrand. Fuel management and hazard reduction addressed in another section of this plan will also assist in attaining the objective of reduction of resource loss.

3. Enforcement

Enforcement is used to gain compliance with fire regulations and ordinances.

4. Administration

Administration includes those activities such as planning, budgeting, training, etc.

Specific Items that Warrant Special Mention

Fire (Burning) Permit System

The burning permit system is outlined in the Prevention Specific Manning and Action Guide Shown in Table VII – 1. Burning permits are required from March 1 through November 30.

Public Information and Education

As mentioned above Public Information and Education is accomplished using a variety of methods. This is the area of emphasis that can establish and maintain support for the Fire Management Program as a whole. By keeping the public informed of what and why you are doing something gains support for the entire program. Don't forget to say THANK YOU at the end of the season for the help provided in reducing the number of fires. For detailed tasks and assigned responsibility for accomplishment see "Wildfire Prevention Analysis & Plan."

Action number	Action	Fire Incident Level					
		1	2	3	3H	4	5
1	All general actions that are listed in the current Wildfire Prevention and Analysis Plan will be implemented.	X	X	X	X	X	X
2	The Colville Agency Burning Permit Policy will follow these guidelines (3/1 – 12/1): DEBRIS BURNING PERMITS Issued for a 30-Day Period Issued for a 14-Day Period Not Issued BURN BARREL PERMITS Issued on an annual basis RANDOM CAMPFIRE PERMITS Issued for a 30-Day Period Issued for a 14-Day Period Issued for a 5-Day Period Not Issued/Permits Cancelled TRADITIONAL BURNING PERMITS Issued on an annual basis Notify Tribal council of current conditions and request permission to cancel permits until condition abates.	X	X	X	X	X	X
3	All sites for industrial operations will be inspected prior to issuing permits for debris disposal. This includes orchards, road and housing construction projects, farms, and ranches.			I	I	C	C

X = Action without qualification; O = Action to consider; I = Inspect site; and C = Cancel permits.

Closures/Restrictions

The Colville Reservation and woods closure restrictions will be in compliance with the Industrial Fire Precaution levels compiled from fire weather data gathered by the State of Washington, Department of Natural Resources Fire Weather Office.

The Mount Tolman Fire Center will coordinate closure or control logging operations or other activities pertaining to weather zones within the Reservation boundaries. This coordination will be direct agency-district headquarters to assure maximum coordination of the effort.

At such time the fire precaution levels are activated, the requirements affect ALL Reservation programs. The fire dispatch will keep all personnel informed of the current precaution level in effect by two-way radio, signs, public information releases, and direct communications with program managers.

During periods of extreme fire danger, the public will be made aware of the situation through news release, by posting and distributing fire danger notices and some access road closures into high-hazard areas. At these times all unnecessary wood's activity should be curtailed. Closures/Restrictions are never desired, however, there are times when the fire danger warrants restricting the general public and members of the Colville Confederated Tribes.

For description of the Fire Precaution Levels see the Colville Reservation Forest and Range Fire Operations Plan 2000 (BIA 2000), and "Chapter VI – Mobilization Strategy" within this document.

Trespass/Arson Investigation

Current fire investigation is done by fire management personnel or qualified enforcement officers employed by the Tribe. This investigation determines cause.

Enforcement

The Colville Tribal Police Department enforces laws and regulations on the Colville Tribal Reservation.

Hazard Abatement

Hazard abatement relating to fuels management is a fire management task and is identified with responsibility assigned in the "Wildfire Prevention Analysis & Plan". The task is accomplished through cooperation with Timber, Range, Wildlife, Lands and other resource managers in accordance with the Plan for Integrated Resources Management Plan standards and guidelines. Also see Chapter IX "Fuel Management/Hazard Reduction Strategy" of this document for further discussion on this topic.

Timber sales can be planned in areas of high fuel hazard accomplishing the target for lumber and revenue while reducing the fuels. Range and Wildlife projects can be planned for those areas that have a high fire occurrence, reducing the fire hazard and improving the range

conditions and wildlife habitat. Fuels in and around developed areas can be treated to reduce the risk to both the developments and also the surrounding lands.

Firework Policy

The fireworks policy on the Colville Reservation is as follows:

- Fireworks can only be sold two weeks prior to the 4th of July
- Fireworks can only be set off in designated areas on the day of the July 4th.
- Fireworks may be set off during Christmas and New Year's Day.

Public Information and Education

Information

It is beneficial to the fire management program to keep the public well informed on the current events. Prior to fire season provide information regarding fire prevention, burning permits, potential fire danger, training, cooperators involvement, etc. During the fire season it may be necessary to inform the local residents of the current fire danger, current fire activity, any fire restrictions, road/trail closures, etc.

Prior to prescribed fire activity it is helpful to conduct public meetings to let the local residents know what is planned and why. On the day of ignition anyone within the immediate area should be contacted to make sure they are aware of the burn and that you are concerned for their safety.

At the end of each fire season a "Thank You" message to the public should be prepared for their assistance. Include the statistics on what did occur for that fire season including: how many fires on the Colville Reservation, number of firefighters brought in, number of firefighters sent off Reservation to help others, amount of acres prescribed burned and for what reasons.

Education

It is necessary to include an education effort as a part of the fire prevention program. Education may also be necessary if there is a planned fire prevention of fuel project that may have outspoken critics.

An integral part of public education is the dispersion of current fire danger information through signs illustrating current fire danger, press releases, and other public announcements. It is important that the residents are made aware of current fire danger levels, and if signs are utilized they should be updated on a regular basis. Signing during prescribed fires can be both a useful safety tool as well as an aid in educating the public on fire. Raising the public awareness on both the subjects of fire management and fire suppression may provide benefits in reducing arson caused fires and increased public cooperation with fire related law enforcement.

Public Safety Measures

Public safety concerns will be specifically addressed in each Wildland Fire Situation Analysis (WFSa) and each prescribed fire plan. The following public safety measures will be taken:

- Public safety messages should be developed as required and incorporated into the process of fire information dissemination.
- Trail and unimproved roads in the vicinity of wildfires and prescribed fires will be closed if potentially hazardous conditions are present.
- Traffic control measures, including smoke warning signs, flashing signal lights, traffic cones, and either fire or law enforcement personnel should be situated on roads where smoke intrusion incidents are anticipated to occur.
- Patrols will be assigned to keep spectators at a safe distance from prescribed fires.

Fire Critique

A fire critique should be accomplished and documented after each major wildland fire and after a multiple wildland fire event. The critique should identify what went right and what didn't. The critique should not fix blame but identify areas that can be improved upon through training, change in procedure, improved communication, etc. Special recognition should be given to those that put forward extra effort to accomplish their duties. Also any cooperators should be recognized. Any changes in procedure should be made immediately and broadcast to all those that may be involved. Training deficiency should be corrected as soon as required training is available.

Annual Summary Report

The FMO will be responsible for completing an annual Wildland Fire Summary Report. The report will contain the number of fires by type, acres burned by fuel type, cost summary, personnel utilized, hours of aircraft use, and fire effects.

Fire causes should be reviewed annually and appropriate revisions made to the Fire Prevention Plan directing action toward reducing the top three causes of unwanted wildfire.

Annual Fire Management Plan Review

The Fire Management Plan (WFMP) will be reviewed annually by the FMO and the AFMO. Necessary updates or changes will be accomplished prior to the next fire season. Any additions, deletions, or changes will be reviewed by the Natural Resources Director to determine if such alterations warrant revalidation of the plan by the Superintendent and the Regional FMO.

The Colville Confederated Tribes (CCT) has a burn permit system and the general population on the Colville Reservation is well informed of this. Mount Tolman Fire Center (MTFC) makes it known, by placing signage on the main entrance highways into the Colville Reservation. During open burning period from December 1st through March 1st there is no need to obtain a burn permit for burning. From March 1st- November 30th everyone must have a burn permit on-hand in order to burn. There are four types of burning that MTFC allows: Burn Barrel, Recreational, Debris Pile, and Traditional.

Burn Barrel requirements:

- Clear the ground 4 feet around the barrel.
- Cover the top of the barrel with wire screen ¼ inch mesh- 14 gauge or heavier. Allow at least 4 inches of overlap beyond the barrel edge.
- You attend the fire until it is dead out.
- You have a bucket full of water or charged garden hose available at the site.

Recreational and Traditional requirements (campfires, meat drying, sweat lodge, traditional cooking):

- The fire is less than 6 feet in diameter.
- You have a shovel, axe, and bucket full of water or a charged garden hose at the burn site.
- You are the landowner or have landowner permission prior to burning.
- You attend the fire until it is dead out.
- You clear a sufficient area of flammable materials. A minimum of 4 feet is advised unless the fire danger is considered high, then 4 feet is required.
- During period of Very High or Extreme fire danger, burning may be restricted upon approval of the CCT Business Council.
- The fire is not within 50 feet of any structure.

Debris Pile requirements (yard waste, hand piles of slash, scrap lumber, etc.):

- The fire is less than 12 feet in diameter.
- You have a shovel, axe, and a bucket full of water or charged hose at the burn site.
- You are the landowner or have landowner permission prior to burning.
- You attend the fire until it is dead out.
- You clear a sufficient area of flammable materials. A minimum of 4 feet is required.
- During periods of High, Very High, and Extreme fire danger, this type of burning will be restricted.
- The fire is not within 50 feet of any structure.

There is no burn permit required for campfires at designated camp grounds that are maintained by CCT Parks and Recreation Department. Parks and Recreation Department will have established fire pits in place.

The following requirements apply to all types of burning on the CCT Reservation.

MTFC does not allow burning of rubber products, plastics, asphalt, garbage, dead animals, petroleum products, paints, or any similar materials that emit dense smoke or create offensive odors when burned.

Check the weather forecast prior to burning.

Do not burn when the wind is above 5 miles per hour or predicted to be above 5 miles per hour.

Cancellation or restriction of all types of permits issued by MTFC will be considered as the fire danger level rises and changes.

Debris Pile fires will be restricted after May 1st every year and reinstated in the fall once the fire danger level returns to a Low. Each person must call in to MTFC to reinstate this type of burn permit.

When the Fire Danger level shows:

Low- MTFC allows these types of permits;

- Debris Pile permits (restricted after May 1st regardless of what fire danger level is)
- Recreational campfires
- Traditional fires
- Burn Barrels
- Random campfires

Moderate- MTFC allows these types of burn permits:

- Recreational campfires
- Burn Barrels
- Traditional Fires

High- MTFC allows these types of burn permits:

- Traditional
- Campfires at designated pits only

Very High or Extreme- MTFC does not allow any type of burning during these fire danger levels.

How to obtain a burn permit on the Colville Reservation.

There is no cost to obtain a burn permit because MTFC does not charge a fee. The permittee does not need to be CCT member, but lives within the jurisdictional boundaries of the Colville Reservation.

The most common way that people ask for a burn permit, is by phone. The permittee calls, and MTFC gets some basic information from them including: name, phone number, mailing address, physical address (where the burning will take place), the type of burn permit that is needed, which district the permittee lives in, and how the permittee wants to receive the burn permit (email, fax, in person, or by mail, and hand delivery if possible). When requested by

phone, the permittee must sign the burn permit when he/she gets it in hand. All burn permits must be signed when the permittee receives it. There is no burning allowed until the permittee has the burn permit on-hand. A copy of the burn permit regulations are attached with every burn permit.

Pictured below is a view of the screen available to the Prevention staff when preparing an individual's burn permit.

Microsoft Access - [PermitMainForm]

File Edit View Insert Format Records Tools Window Help Type a question for help

Colville Reservation Burning Permit

Print Record Print All

Permittee ID: Aut State: []

First Name: [] Zip Code: []

Last Name: [] Phone: []

Address: [] District: []

City: []

Permit Information

Permit ID	Type	Township	Range	Section	County	Issue Date	Expire Date
AutoNum	[]	[]	[]	[]	[]	[]	[]

Remarks: [] Issuer: []

Record: [] 1 of 1

Record: [] 917 of 917

Form View NUM

The permittee ID is automatic inserted and the rest is filled in with the permittees information.

The drop down arrow under TYPE will fill in what type of burn permit that is being requested. The drop down arrow under COUNTY will tell which county the burn permit is being issued to. Multiple types of burn permits can be issued to the same person at the same time. The types of burn permits issued under this system are: Camp fire, Debris pile, Burn Barrel, Recreational, and Traditional. There is a field burning permit system in place however, it is not under the Fire Management program.

The following CCT Tribal Codes apply to everyone that burns regardless if the person has a burn permit or not. It is up to CCT Police Department and CCT Parks and Recreation Department to enforce the burn permit regulations. The Prevention staff at MTFC does not have the authority to enforce these regulations. If there is a violation of the burn permit regulations, the CCT Police Department or CCT Parks and Recreation is notified.

**FIRE MANAGEMENT DEPARTMENT
CHAPTER 4-19 FIRE MANAGEMENT
LIQUIDATED DAMAGE SCHEDULE**

Suppression costs can and will be added to all amounts on this schedule, If any cost is associated with the violation(s) in question.

BURNING PERMITS

4-19-30 Burning Permits

(a) Fire without a permit:

First

offense.....
...\$100

Second

offense.....
.300

Third

offense.....
..\$500

Fourth

offense.....\$
1,000

(b) Burning outside fire permit or burn plan

requirements.....500

(1) Unattended

fire.....\$250

(2) Burning during a restricted

period.....\$500

FIRE DANGER/HAZARDS

4-19-31 Closed to Entry—Designation

(c) Entry into a closed

area.....\$100

4-19-32 Suspension of Burning Permits/Privilege

(a) Burning during a restricted

period.....\$500

(b) Burning with suspended

privileges.....\$1,000

4-19-33 Closure of Forest Operations or Forestlands

(a) Operation of logging equipment during a closed

period.....\$1,000

(b) Entry into a closed

area.....\$100

4-19-34 <u>Spark-Emitting Equipment or Device</u>	
Operating spark emitting equipment without a spark arrest device.....	\$1,000
4-19-35 <u>Work Stoppage Notice—Penalty for Violations</u>	
(a) Operation in violation of a work stoppage notice.....	\$1,000
4-19-36 <u>Deposit of Fire or Live Coals</u>	
Deposit of fire or live coals.....	\$500
4-19-37 <u>Report of Fire</u>	
(b) Permitting spread of fire.....	\$500
(c) Failure to report a fire.....	\$500
4-19-38 <u>Lighted Material—Vehicles, Public Transportation or Equipment in Operation</u>	
(a) Permitting spread of fire.....	\$500
(b) Firing timber, grasslands or other department protected land.....	\$1,000
4-19-39 <u>Escaped Slash, Grass and Debris Burns—Obligations</u>	
(a) Permitting spread of fire.....	\$500
(b) Firing timber, grasslands or other department protected land.....	\$1,000
(c) Burning outside fire permit of burn plan requirements.....	\$500
4-19-40 Negligent Starting of Fires—Allowance of Extreme Fire Hazards or Debris—Liability—Recovery of Reasonable Expenses—Lien	
Allowing fire to spread onto department protected land(s).....	\$1,000

EXTREME FIRE HAZARDS; PROHIBITED ACTS

4-19-62 <u>Failure to Extinguish Campfire</u>	
(a) Failure to extinguish campfire.....	\$250
(b) Burning outside fire permit or burn plan requirements.....	\$500
4-19-63 <u>Willful Setting of Fire</u>	
Willful or careless setting of fires.....	\$500
4-19-64 <u>Removal of Notices</u>	
Removal of notices.....	\$200
4-19-65 <u>Negligent Fire—Spread</u>	
(a) Allowing fire to spread onto department protected land(s).....	\$1,000
(b) Burning outside fire permit or burn plan requirements.....	\$500
(c) Permitting spread of fire.....	\$500

(Adopted 4/15/04, Resolution 2004-261)

Colville Confederated Tribes Wildfire Investigation Policy

Background:

The Bureau of Indian Affairs (BIA) – Branch of Wildland Fire Management has long had a policy to appropriately investigate all wildland fires occurring on lands held in trust, to determine the specific cause and origin. This policy is necessary since it is the duty of the BIA to protect lands and the natural resources they support from destruction from a wildfire. The location of the origin is important in determining who is responsible for suppression and possible damages. The determination of cause may lead to criminal charges or civil or administrative actions. Since the Colville Confederated Tribes (CCT) has compacted fire preparedness, including prevention, it has the responsibility for the initial determination of cause and origin. Therefore, the CCT adopts this policy through inclusion in the 2014 Wildfire Prevention Plan. To fulfill this policy, at least one person at the CCT will need to possess or have the ability to gain the Fire Job Qualification of Wildland Fire Investigator (INVF).

Policy Statements:

1. All wildfires occurring on trust and restricted title lands where at least one of the following has occurred must be investigated by a certified INVF. It is the responsibility of the Initial Attack IC to recognize that one of these has occurred; or, if not, to make the cause and origin determination. The criteria for making this request are any of the following:
 - Economic loss has occurred to property, forest, or agricultural resources.
 - Juvenile fire setting is suspected.
 - A history of serial arson is present or is suspected.
 - Other criminal activity is involved.
 - Personal injury has been sustained (including fatalities).
2. All investigations will follow the policies established in 90 IAM 1.4C (10). Additional guidance includes the NWCG Handbook 1 (PMS 412-1), NWCG FI -210 and the NFPA 921.
3. All reports will be made utilizing the most current official field forms of the BIA for wildfire investigations. (Current copies are on the Appendix Disk to the 2016 CCT WFPP.) The minimum standard for a report consist of the Field Data Sheets, Photos and Log, General Origin Area Sketch Map, the Confidentiality cover and a Statement of Cause and Origin Determination. The standard for any of the circumstances identified in policy statement # 1, is for a full written report as identified in the Wildfire Investigation Handbook [90 IAM 1.4C (10)].
4. The CCT Wildfire Prevention Program investigates wildfires for cause and origin, not people. If a responsible party is identified in the process, the wildfire investigators will work closely with law enforcement to support their investigation. Wildfire Investigators in the CCT will work closely with tribal police on all wildland fire cause determinations where arson is suspected.
5. Cause data for wildfires will be updated in the Wildland Fire Management Information System (WFMI) based on results of investigations conducted by the INVF.
6. Whenever negligent or criminal behavior results in a wildfire on trust or restricted title lands, and a responsible party is identified; the CCT will pursue a) trespass damage claims, (provided qualifying damages occurred); b) suppression costs recovery; and/or c) criminal charges. This may require coordination and cooperation with the Northwest Regional Office (NWRO).

Procedures:

Initial attack firefighters throughout the CCT need training in basic fire cause determination.

The FI-110 “Wildland Fire Observations & Origin Scene Protection for First Responders” provides the training needed to recognize and protect the origin during initial attack. It should be provided on a regular basis to Tribal fire personnel and fire departments throughout the CCT.

The initial attack incident commander (local cooperator or Agency Staff) determines the level of investigation needed and should notify the designated contact (Prevention Technician) of the need for a qualified investigator. If an investigator is not available, the incident commander should be notified immediately and appropriate measures should be taken to preserve the scene and protect evidence until one can be dispatched.

The priorities for wildfire investigations are based on the potential consequences and future need for documentation. Using these criteria, the order of priority for wildfire investigations are: fatality wildfires; serious injury wildfires; significant loss wildfires (occupied structures, natural resources, businesses and livestock); wildfires suspected of being part of a repeated or serial arson case; minor injury wildfires and all others.

Photographs should be taken at the scene to document the investigation, evidence and circumstances. The investigator must make every effort to photograph the scene and evidence as fairly and accurately as possible. All photography will adhere to the policies established in the 90 IAM 1.4C (10) - Chapter 5.

The fire origin area will be searched in segments (grids) as illustrated in Chapter 3 of the NWCG Handbook 1, “Wildfire Cause Determination Handbook”. The investigator will also be responsible for providing the voluntary statement form, consent form for fire scene examination when appropriate.

When the investigator encounters evidence of criminal activity, the appropriate law enforcement office will be notified. Ideally, the fire investigator and law enforcement officer will work together in preparing a case for civil or criminal action. Witnesses on scene may be interviewed by the INVF or Law Enforcement. Interviewing of witnesses that are not on scene or questioning of persons of interest will be the responsibility of Law Enforcement.

The BIA has enrolled all of “Indian Country” in the anonymous tipping program WeTIP. Through this service, a toll free number is provided that is staffed 24 hours a day and seven days per week. Operators are trained to take tips from the public and to relay that information to pre-identified contacts across the country. The programmatic contact for CCT is the NWRO Prevention Specialist. Tips will be forwarded to the Special Agent at the National Interagency Fire Center for distribution to the appropriate Law Enforcement Agency. Reluctant witnesses should be encouraged to call WeTIP and provide information anonymously. The Toll-Free number for WeTIP is 1-800-47-ARSON (or 1-800-472-7766). WeTIP posters are available from the NWRO Prevention Specialist.

Additional information regarding wildland fire trespass, and the federal laws and regulations pertaining to such can be found in the BIA – Indian Forest Management Trespass Handbook (53 IAM 7-H) and in the attached digest of citations concerning fire.

Additional training in arson, technical report writing and juvenile fire setting are also needed

for fire investigators.

Access to, and use of, an investigation “kit” is imperative for the fire investigator. Supplies for evidence collection, securing and processing the crime scene need to be included in the kit. The fire investigator is responsible for maintaining this kit; it should be fully stocked at time of dispatch. An itemized list of materials for the kit is included in this appendix. The minimum requirements for the investigation report and blank copies of the standard forms are also included in the appendix.

This Fire Investigation Policy is hereby adopted for the CCT with the approval of the 2016 CCT Wildfire Prevention Plan Revision.

4-19-10 Fire Protection Powers and Duties of Department; Enforcement

At Fire Management's discretion, appointment of trained personnel possessing necessary qualifications to carry out duties and supporting functions of the Department may include hiring, appointing fire investigators, wardens, and other commissioned law enforcement to represent Fire Management in fire investigations and court proceedings.

(a) Fire Management shall have direct charge and supervision of all matters pertaining to wildland fire suppression within the boundaries of the Colville Indian Reservation.

(b) Fire Management shall:

(1) Enforce this Chapter;

(2) Be empowered to take charge of and direct the work in suppressing forest fires;

(3) Investigate the origin and cause of all forest fires to determine whether a criminal act or a negligent act by person, firm, or corporation caused the start of, or the spread of, or the existence of a fire.

(4) Furnish notice or information to the public calling attention to forest fire dangers and penalties for violation of this Chapter.

2 (5) Adopt rules for the prevention, control, and suppression of forest fires considered necessary including, but not limited to:

(A) fire equipment and materials;

(B) use of personnel; and

(C) fire prevention standards and operating conditions including a provision for reducing these conditions where justified by local factors such as location and weather.

4-19-11 Conducting Investigations

(a) Fire Management shall work cooperatively in conducting investigations, to the extent possible, with utilities, property owners, and other interested parties to identify and preserve evidence. Fire Management is authorized, without court order, to take possession or control of relevant evidence found in plain view and belonging to any person, firm, or corporation. Fire Management shall notify, to the extent possible, the person, firm, or corporation of its intent to take possession or control of the evidence.

(b) Before Fire Management takes possession or control of evidence, the person, firm, or corporation shall be afforded reasonable opportunity to view the evidence and shall be afforded reasonable opportunity to examine, document, and photograph it. If the person, firm, or corporation objects in writing to Fire Management's taking possession or control of such evidence, Fire Management must either:

(1) Return the evidence within seven days after the day on which Fire Management is provided with the written objections; or

- (2) Obtain a court order authorizing the continued possession or control thereof.
- (c) Absent a court order authorizing otherwise:
 - (1) Fire Management may not take possession or control of evidence over the objection of the owner of such evidence if:
 - (A) The evidence is used by the owner in conducting a business or in providing an electric utility service; and
 - (B) Fire Management's taking possession or control of the evidence would substantially and materially interfere with the operation of the business or provision of electric utility service.
 - (2) Fire Management may not take possession or control of evidence over the objection of an electric utility when the evidence is not owned by the utility but has caused damage to property owned by the utility. However, this subsection does not apply if Fire Management has notified the utility of its intent to take possession or control of the evidence and provided the utility with reasonable time to examine, document, and photograph the evidence.
- (d) Only personnel qualified to work on electrical equipment may take possession or control of evidence owned or controlled by an electric utility.
- (e) Fire Management may remove at will or suspend the authority of any investigator, warden or other authorized law enforcement official to represent Fire Management in fire investigations who is incompetent or unwilling to properly discharge the duties of such office.

4-19-12 Wardens—Appointment—Duties

Fire Management may appoint any of its employees as wardens, at such times and in such localities it considers the public welfare demands, within any area of the reservation where there are forest lands requiring protection.

3 (a) Wardens shall:

- (1) Provide forest fire prevention and protection information to the public;
- (2) Investigate discovered or reported fires on forest lands and take appropriate action;
- (3) Patrol assigned areas, visit camp grounds of frequent use and warn campers, visitors and other users of fire hazards;
- (4) Inspect all vehicles, locomotives and all steam internal combustion, devices and other spark-emitting equipment including chainsaws for spark arresters and adequate devices which prevent the escape of sparks or fire;
- (5) Inspect forest land operations and activities for required fire prevention and suppression equipment or devices and ensure that protection of forests are enforced. In addition, wardens who hold federal, state, or tribal law enforcement commissions verified and approved by the Colville Tribal Police Department shall have the authority to:
 - (A) Investigate, arrest, and initiate prosecution of all Tribal Law and Order Code violators; and
 - (B) Investigate all forest land fires as assigned by Fire Management, complete investigation reports, and appear in court as needed on said investigations and prosecutions.
- (b) Wardens shall submit reports which summarize activities for that period, how assigned areas are visited, expenses incurred, and other information which may be required by Fire Management, in a format and at a time specified.

(c) Fire Management may remove at will or revoke the authority of any warden who is incompetent or unwilling to properly discharge the duties of the office.

(d) Fire Management shall determine the placement and assignment of the wardens and at the request of the individual districts, may assign additional wardens during times of special need, or high fire danger.

(e) The authority of the wardens regarding the prevention, suppression, and control of forest fires, summoning, impressing, employing help, or making arrests for violations of this Chapter may extend to any part of the reservation.

4-19-13 Wardens—Ex officio Appointments—Compensation

(a) Colville Tribal Police Department commissioned officers, whether a Colville tribal police officer, a natural resources enforcement officer, a ranger, a cross-commissioned state or county officer, or other commissioned officer while in their respective jurisdictions may be deemed ex officio wardens during any emergency regarding the suppression and extinguishing of any forest land fire.

(b) Employees of the United States Bureau of Indian Affairs, when recommended by the forest manager and at the discretion of Fire Management, may be commissioned as wardens and vested with the powers specified in this Chapter.

(c) A warden shall not create any indebtedness or incur any liability on behalf of the Tribes and will not receive additional compensation for services, except when employed in cooperation with the Colville Tribes under the provisions of this Chapter. Warden's engaged in the prevention, suppression and

4 extinguishing of the spread of fire or for the investigation of wildfire may receive additional compensation at a rate to be fixed by Fire Management. Other jurisdictions supplying ex officio wardens may also be compensated for additional costs for supplying officers and equipment.

(d) Fire Management may revoke the authority granted to any ex officio warden under this Chapter who is incompetent or unwilling to properly discharge the duties of the office.

4-19-14 Service of Notices

Any notice required by law to be served by Fire Management, a warden, an ex officio warden, or a ranger shall be sufficient if a written or printed copy thereof is delivered, mailed, telegraphed, or electronically transmitted by Fire Management, warden, ex officio warden, or ranger to the person to receive the notice, or to his or her responsible agent. If the name or address of the person or agent is unknown and cannot be obtained by reasonable diligence, the notice may be served by posting the copy in a conspicuous place upon the premises affected by the notice.

4-19-15 Arrests Without Warrants

Fire Management employees appointed or commissioned as wardens, and all law enforcement officers may arrest persons violating this Chapter without a warrant pursuant to CTC § § 2-1-32 and 2-1-33.

4-19-16 Violations—Penalty

Any person who willfully violates any of the orders or rules adopted under this Chapter for the protection of forests from fires is guilty of Reckless Burning, Chapter 3-1-201 and subject to the penalties for committing this crime pursuant to Colville Tribal Law and Order Criminal Code.

Digest of legal citations for illegal burning, trespass and penalties

CFRs

25 CFR Ch. 1 Part 11 § 11.315 (Sentencing)
25 CFR Ch. 1 Part 11 § 11.409 (Reckless Burning)
25 CFR Ch. 1 Part 11 § 11.410 (Criminal Mischief)
25 CFR Ch. 1 Part 11 § 11.450 (Max Penalties)
25 CFR Ch. 1 Part 11 § 162.101, 102, 103, 106, 108, 239, 255 & 256 (Ag Trespass)
25 CFR Ch 1 Part 11 § 163.1, 163.29 (Forest Trespass)
25 CFR Ch 1 Part 11 § 166. 801 (Agricultural Trespass)

Source: <http://ecfr.gpoaccess.gov>

Federal Law

18 USC 1856 (Fires left unattended and Unextinguished)
18 U.S.C. Part 1 Chapter 53 § 1153 (Major Crimes Act)
18 U.S.C. Part 1 Chapter 5 § 81 (Arson within special jurisdictions)
18 U.S.C. Part 1 Chapter 40 § 842(explosive materials)
18 U.S.C. Part 1 Chapter 40 § 844 (Penalties related to explosive materials)
18 U.S.C. Part 1 Chapter 91 § 1855 (Timber Set Afire)
18 U.S.C. Part 1 Chapter 91 §1856 (Fires left unattended and Unextinguished)

Source: <http://www.gpoaccess.gov/uscode/>

e-CFR Data is current as of February 23, 2009

Title 25: Indians

PART 11—COURTS OF INDIAN OFFENSES AND LAW AND ORDER CODE

Subpart D—Criminal Offenses

§ 11.409 *Reckless burning or exploding.*

A person commits a misdemeanor if he or she purposely starts a fire or causes an explosion, whether on his or her property or another's, and thereby recklessly:

- (a) Places another person in danger of death or bodily injury; or
- (b) Places a building or occupied structure of another in danger of damage or destruction.

e-CFR Data is current as of February 23, 2009

Title 25: Indians

PART 11—COURTS OF INDIAN OFFENSES AND LAW AND ORDER CODE

Subpart D—Criminal Offenses

§ 11.410 *Criminal mischief.*

(a) A person is guilty of criminal mischief if he or she:

- (1) Damages tangible property of another purposely, recklessly, or by negligence in the employment of fire, explosives, or other dangerous means; or
- (2) Purposely or recklessly tampers with tangible property of another so as to endanger person or property; or
- (3) Purposely or recklessly causes another to suffer pecuniary loss by deception or threat.

(b) Criminal mischief is a misdemeanor if the actor purposely causes pecuniary loss in excess of \$100, or a petty misdemeanor if he or she purposely or recklessly causes pecuniary loss in excess of \$25. Otherwise, criminal mischief is a violation.

Title 25: Indians

PART 11—COURTS OF INDIAN OFFENSES AND LAW AND ORDER CODE

Subpart C—Criminal Procedure

§ 11.315 Sentencing.

(a) Any person who has been convicted in a Court of Indian Offenses of a criminal offense under the regulations of this part may be sentenced to one or a combination of the following penalties:

(1) Imprisonment for a period up to the maximum permitted by the section defining the offense, but in no case for longer than one year; and

(2) A fine in an amount up to the maximum permitted by the section defining the offense, but in no case greater than \$5,000.

(b) In addition to or in lieu of the penalties provided in paragraph (a) of this section, the court may require a convicted offender who has inflicted injury upon the person or property of another to make restitution or compensate the injured person by means of the surrender of property, payment of money damages, or the performance of any other act for the benefit of the injured party.

(c) If, solely because of indigence, a convicted offender is unable to pay forthwith a money fine assessed under any applicable section, the court shall allow him or her a reasonable period of time to pay the entire sum or allow him or her to make reasonable installment payments to the clerk of the court at specified intervals until the entire sum is paid. If the offender defaults on such payments the court may find him or her in contempt of court and imprison him or her accordingly.

[58 FR 54411, Oct. 21, 1993, as amended at 73 FR 39861, July 11, 2008]

e-CFR Data is current as of February 23, 2009

Title 25: Indians

PART 11—COURTS OF INDIAN OFFENSES AND LAW AND ORDER CODE

Subpart D—Criminal Offenses

§ 11.450 Maximum fines and sentences of imprisonment.

A person convicted of an offense under the regulations in this part may be sentenced as follows:

Type of offense	Maximum allowable sentence
(a) Misdemeanor	Up to 1 year in prison, or a fine of up to \$5,000, or both.
(b) Petty misdemeanor	Up to 6 months in prison, or a fine of up to \$2,500, or both.
(c) Violation	Up to 3 months in prison, or a fine of up to \$1,000, or both.

[73 FR 39861, July 11, 2008]

Community Assistance Program

The Community Assistance Program (CA) is intended to provide incentives, technical assistance, and education programs to communities and tribes to encourage the reduction of hazardous fuels around homeowner properties.

This program was implemented before the Healthy Forest Restoration Act (HFRA) identified and defined Community Wildfire Protection Plans (CWPP/E) as the guiding document for Bureau of Indian Affairs (BIA) Wildland Urban Interface (WUI) and Community Assistance activities.

The national emphasis for the Community Assistance program is to develop a collaborative, community-based approach to reduce risks to homes and property by increasing the level of community awareness, identifying values and risks, developing partnerships among local governments, and communities and building collaborative mitigation strategies.

All Community Assistance projects are required to identify the partner(s) to the project(s) to be eligible for funding. In addition, communities assisted by the project must also be identified. These can be Communities at Risk and/or Communities of Interest.

The CA program is divided into three activity areas in which funding can be requested. These are:

Risk Assessments – The initial summary assessment of life or property exposure risks associated with wildfire. This includes landscape level and/or community level assessments. A Risk Assessment usually precedes a Mitigation Plan. The results of a risk assessment may be displayed in various data formats including tabular, geographic information system (GIS) or a written report.

Fire/Mitigation Plans – A Mitigation Plan is a specific action plan, usually developed after the completion of the Risk Assessment that details how hazards identified in the Risk Assessment will be mitigated. This activity includes Community Wildfire Protection Plans (CWPP) and BIA Wildfire Prevention Plans. A BIA WFPP is a CWPP equivalent, if all requirements of a CWPP have been met (see BIA Wildfire Prevention Handbook).

Implementation Actions – A completed Risk Assessment and/or Mitigation Plan is required to apply for funding under this activity. Implementation Actions includes the following sub categories:

Community Outreach Event – These cover fire issues in general targeted to a specific community (***homeowner training like Firewise is covered under training below***) and covers many topics like fire history, the role of fire, general preparation for fire events, chipper days.

Data Collection, Coordination and Distribution – These activities are separate actions from home evaluations/assessments and monitoring. These could include activities that gather information regarding fire, fire ecology, historical use of fire by tribes, before and after surveys of homeowner opinions/actions, general demographic information collection.

Home Evaluations/Assessments – the actual evaluation or assessments of homes. These evaluations may be part of the risk assessment. Each home evaluation is counted as one unit.

Media and Public Information Event – These are general in nature, or are in conjunction with other events (Powwows, fairs, parades, etc...) where homeowner or community fire preparations are one of many topics addressed in the overall event when the target audience is the general public where the media may be present or invited.

Monitoring – This long term (more than one year) post event monitoring implementation activities. For example, tracking how many homeowners implemented and maintained mitigation activities such as FIREWISE principles, survivable space etc... after a defined number of years.

Signing – This is specific to a fire education sign campaign. It includes the development and implementation. Examples include interpretive signs, evacuation route signs, fire education billboard leasing, exhibits, kiosks, and other visual fire education efforts. Do not count the number of signs, exhibits or displays, count the number of campaigns.

Training Residents – Those events that are primarily focused on training residents/homeowners on what to do around their homes and communities. These would include Firewise type presentations. It would also include training in home evaluations, and demonstration projects.

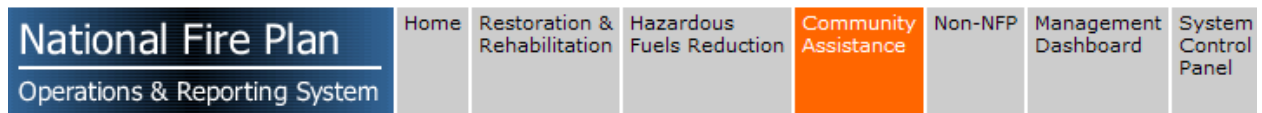
Other –This includes things like ad campaigns, teacher education activities, train the trainer courses, community level training, and other activities which are designed to reduce or eliminate risks to persons or property.

Prevention activities are those actions taken to reduce the number of human caused wildfires. These activities should be funded through 92T00 and should not be captured in NFPORS.

Treatments that result in acres being accomplished through grant programs. These treatments are entered in Hazardous Fuels module.

Entering the NFPORS Community Assistance Module

After logging into NFPORS, select the Community Assistance module button on the NFPORS module banner at the top of the page (as displayed below).



Once this module is selected, the main screen will display summary information for the unit(s) the user has access to within NFPORS. From this screen, the user can view summary data for the unit(s) related to the following areas:

- RFA Request Summary
- Risk Assessments
- Community Assistance Partners
- WUI Planning Areas
- Fire/Mitigation Plans
- Implementation Actions

The user also has the ability to view specific, detailed information for the categories above. Lastly, the user is able to create new items within the categories above.

Quick Links

[Customize Portal](#)
[Community Assistance User Manual \(web\)](#)
[Community Assistance User Manual \(pdf\)](#)

FY for summary data: < [2007](#) | 2008 | [2009](#) >

Update this unit's [out-year plans](#)

Rural Fire Assistance (RFA)
Create a new [Partner](#) | [RFA Request](#)

View this unit's [Partners](#) | [RFA Requests](#)

Wildland Urban Interface (WUI)
Create a new [Partner](#) | [WUI Planning Area](#) | [Risk Assessment](#) | [Fire/Mitigation Plan](#) | [Implementation Action](#)

View this unit's [Partners](#) | [WUI Planning Areas](#) | [Risk Assessments](#) | [Fire/Mitigation Plans](#) | [Implementation Actions](#)

Customize Portal allows the user to change if and how the portlets are displayed.

The web based user manual provides easy searches.

The PDF version is the best option for printing the manual.

Out-year plans are not used at a national level for any purpose and it is recommended that users not enter data here unless it is used locally.

Create a Partner

The foundation of Community Assistance is collaboration with partners; therefore, any community assistance activity begins with the identification of partners. Once a partner is created, it is available for any other community assistance activities.

Create New Partner

* Partner Name

* Partner Type

Predominant State

Predominant Congressional District

Save

County
Fire Department
Independent School District
Indian Tribe
Individual
Intermunicipal
Interstate
Municipal
Nonprofit Organization
Other
Private University
Special District
State
State-Controlled Institution of Higher Learning
Township

Steps

1. Enter Partner Name
2. Select Partner Type
3. Select Predominant State
4. Select Predominant Congressional District
5. Click on the Save Button when completed

Note: RFA and WUI use the same partner list, however, only partners identified as “Fire Department” are visible in the RFA section.

Create a WUI Planning Area

A WUI Planning Area should relate to a community and its values as identified in a CWPP/E. Ideally, a WUI Planning Area will correspond to a project area in the Hazardous Fuels Module

Planning Area Name

- This is a user defined field
- Recommendation: Include the community name

Planning Area Type

- Only county or local plans are available from the HF module

Predominant State / Congressional District

District

- Select from the drop down lists

Partners

- Select as many partners as apply

Assisted Communities

- Communities at Risk
 - Use the Map to select communities identified in the

Federal Register

- Enter New Community of Interest if the community isn't in the CAR list
 - Enter the name of the community
 - Once entered, the name can not be edited or deleted so use caution and ensure the community doesn't already exist

The screenshot shows a web form titled "Create New WUI Planning Area, Step 1 of 2". The form has a light gray background and a blue header bar. It contains several fields and sections:

- * Planning Area Name:** A text input field with the value "test".
- * Planning Area Type:** A radio button group with four options: "County" (selected), "Local", "Multi-State", and "State".
- * Predominant State:** A dropdown menu with "Idaho" selected.
- * Predominant Congressional District:** A dropdown menu with "1st District (Bill Sali (R))" selected.
- * Partners:** A checkbox labeled "Test" which is unchecked.
- Assisted Communities:** A section with a title "Assisted Communities" and a paragraph: "Local Planning Areas *must* identify the communities they plan to assist. Please select one of the following options for identifying communities. After the Planning Area has been created, you may enter additional communities."
- * Identify Assisted Communities:** A radio button group with two options: "Select Communities at Risk" (selected) and "Enter New Community of Interest".
- Next >** A button at the bottom right of the form.

Steps

1. Name WUI Planning Area
2. Select Planning Area Type
3. Select Predominant State
4. Select Predominant Congressional District
5. Check Partners
6. Add Communities at Risk using UseMap
7. Add Communities of Interest by typing name in list
8. Click on the Save Button when completed

.

Risk Assessment / Mitigation Plan (CWPP/E)

The screens for Risk Assessment, Mitigation Plan (CWPP/E) and Implementation Actions are the same with a few minor exceptions. Because the national focus is Mitigation Plans (CWPP/E), it is

used for demonstration purposes. Information unique to Implementation Actions will be described separately.

Create a Fire/Mitigation Plan

Target FY

Used to determine which FY the CWPP/E was / will be completed in

- For existing CWPP/Es, enter the FY the plan was completed
- For new CWPP/Es, enter the year the plan should be completed

Funding Source

This drop down list allows the user to identify the funding source/s for the treatment.

- If multiple sources are contributing, select the one with the greatest contribution
 - In-kind services can be considered joint funding / contributed funding if there is an agreement or other documentation of the exchange and estimated value
- Joint funding indicates hazardous fuels funding is being used in conjunction with another funding source
- Contributed Funds indicates the treatment is 100% funded by another source. Therefore, the planned direct cost should always be zero (0) as no hazardous fuels funds are needed
- Select Planning Area from drop down list

of existing WUI Planning Areas

Mitigation Plan Name

- Enter the name of the CWPP/E or other plan as applicable

Local Identifier

- If this is an existing CWPP/E for an area that has a Fuels Project Code for Hazardous Fuels Reduction treatments, enter the following:

- Project Code, Risk Rating
 - Risk Rating as determined by the CWPP/E or equivalent analysis process (like RAMS) for the entire area covered
 - Use the most specific Risk Rating available

- If this is a new CWPP/E and there isn't a

project code, enter XXXX for the project

code then the Risk Rating

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Status

When the Community Assistance module was created, it was intended to track requests through the grant process. Status identifies where a grant is in the process.

- When a status is selected, the user will be prompted to enter a date
 - Pending – system default for a new entry. A request / grant application has been received but no decision has been made
 - Rejected – the request did not meet minimum requirements
 - Unfunded – the request qualified but was not funded
 - Awarded – the grant was awarded
 - Complete - the activities covered in the grant were completed
- It is not necessary to select each status, i.e. a plan can be identified as awarded or complete when it is entered
 - Requested, awarded and completed dates / amounts can be entered at the same time
- Only requested information is required if a request is marked Rejected or Unfunded Request Date

The request date would be the date a grant request was received.

- For many mitigation plans, we are entering CWPP/Es that were completed but not entered into NFPORS in the past. NFPORS will not allow a date to be entered in a

FY that has been locked – all previous FYs. Enter a date in the current FY.

Requested Number

The number requested.

- For CWPPs, always enter one (1) for the specific planning area
- For risk assessments that are NOT part of a CWPP, enter the number of actions requested
 - If a subdivision of 15 homes requests a RA, enter 1, not 15
- For Implementation Action, count events
 - A chipper day in a neighborhood is one event, regardless of the number of houses included
 - An informational booth at the fair is one event that may last five days
 - A presentation to six different classes at a single school is one event
 - A presentation at two different schools in one day is two events

Requested Amount (\$)

The amount requested by the grantee

- This should be a dollar amount greater than zero (0)
- For planning purposes, this will be considered “additional capacity” or work that could be done if funds became available (examples: FY09 Supplemental and FY09 Stimulus)

Award Date

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The date the request was approved

Awarded Amount (\$)

- The Awarded Amount should reflect the total project dollars approved for the action / event
- This is the equivalent to "Approved" on the HF side
- Anticipate using this in FPDSS in the future

The State Office should ensure the Total PDC from both Hazardous Fuels and Community

Assistance for the state equals the state's total project dollar allocation as identified in the

PTA/AWP

Local Contribution (\$)

The contribution of the requestor

- This can include the value of "in-kind" contributions

Portion Contracted (\$)

The project dollars applied to a contract

Agreement Number

The agreement number assigned to this request

Local Contractor Used

Yes / No / Unknown

Completion Date

The date all the activities or events awarded are completed

Completed Number

The number of activities or events completed

- Should not exceed the number awarded

Notes

The project notes field is a text field. Text can be copied from other applications (like Microsoft Word)

and pasted into this field. This is an excellent place for information about the CWPP/E – date

completed, if it has been reviewed and when, what the primary objectives are that affect BLM, etc. If

In-Kind services are part of the local contribution, please include a brief description here.

NEXT> Clicking on Next will bring up step two which allows users to identify specific partners and

communities from the WUI Planning Area that are involved in the selected activity.

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Partners

- Select as many partners as apply
- Only partners associated with the WUI planning area are available

Assisted Communities

- Select applicable communities
- Only communities associated with the WUI planning area are available

Click Save

OPTIONAL: Once a Mitigation Plan / CWPP/E has been saved, a field is displayed that allows the

user to associate the Mitigation Plan / CWPP/E with an existing Risk Assessment. It is NOT

necessary to create a Risk Assessment to enter a Mitigation Plan / CWPP/E.

Steps

1. Select WUI Planning Area from drop down list
2. Enter Name
3. Enter Project Number / Risk Rating in Local Identifier Field if available
4. Enter Target FY
5. Select Funding Source from drop down menu
6. Select Status
7. Enter Requested Date
8. Enter Requested Number
9. Enter Requested Amount (\$)'
10. Select the appropriate status, enter additional information for Awarded and Completed
11. Click on Next
12. Check Partners
13. Check Communities at Risk/Communities of Interest
14. Click on the Save Button when completed

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15. Associate Risk Assessment if desired

Implementation Actions

Implementation Actions include a drop down menu of the types of actions taken. The following options are available:

In all of these cases we are counting the number of events or actions NOT numbers of people attending, acres analyzed, etc.

Community Outreach Event – These cover fire issues in general (specific homeowner training like Firewise is elsewhere) and covers many topics like fire history, the role of fire, general preparation for fire events, chipper days.

Data Collection, Coordination and Distribution – These activities are separate actions from those activities they seek to collect information about. These could include before and after survey of homeowner opinions/actions, survey of homes in the community, general demographic/service information data collection.

Home Evaluations/Assessments – the actual evaluation or assessments of homes. Each home evaluation is counted as counted as one unit.

Media and Public Information Event – These are general in nature, or are in conjunction with other events (fairs, parades) where homeowner or community fire preparations are one of many topics addressed in the overall event when the target audience is the general public or specific elements of the media.

Monitoring – This long term (more than one year) post event monitoring. For example, tracking how many homeowners maintain defensible space after x years.

Other –This includes things like ad campaigns, teacher education activities.

Signing – Theses are action related to the establishment/maintenance of sign information programs. This is not fire prevention signage. Do not count the number of signs. A neighborhood sign campaign is one unit.

Training Residents – Those events that are primarily focused on training residents/homeowners on what to do around their homes and communities. These would include Firewise type presentations. It would also include training in home evaluations, and demonstration projects.

A separate record is required for each Implementation Action. NFPORS allows users to copy Implementation Actions which reduces the amount of data entry required.

There are many types of projects that fall under the realm of Community Assistance. Along with a good description and cost break down, one has an excellent chance of funding these projects. Listed below are the types of projects that fall under Community Assistance:

- Community Risk Assessments
- Mitigation Plans
- Training Residents
- Community Outreach
- Data Collection, Coordination & Distribution
- Home Evaluations
- Media & Public Events
- Monitoring
- Signage

The next page is a form to present your proposal in. Please call if you have any questions.

Community Assistance Project Proposal Form

Sample Outline for Project Proposal with Required Elements

Agency/Tribe:

Local Unit:

Local Contact:

Regional Contact:

Type of Request (Risk Assessment, Mitigation Plan, SCA Fire Ed, Tribal Fire Ed Team, Prevention and/or Educational Workshop etc.): 5 Person FEC Team

Priority: (To be used if multiple requests from are submitted by region or local unit) 1 of 5

Duration: 3 Month FEC Team

*Note: (Choose from 3, or 6 Month for SCA FEC Teams)

Project Description: The Any Agency is located in the central portion of the United States with an abundance of grasslands and some timber resources. Our WUI problem is concentrated around the towns of Anyplace and Any location with a scattering of ranching structures along Any Creek. We are hoping to use the SCA team to complete a number of home assessments around these areas, to do a demonstration project to show an appropriate WUI home for our environment, and to distribute information at the AnyPeople Powwow and the 4th of July parade. We also hope to have a completed GIS map with imbedded home assessment information by the end of the second season. We will use the home assessments to help us prioritize our future WUI treatments.

Objectives: Assess 500 homes on the Any Agency and eventually create GIS map. Increase WUI awareness on the Any Agency by attending at least 5 educational opportunities (Powwows, parades, etc.).

*Note: There must be a documentation process in place to show that the objectives met the goals.

Goal: With the information from the home assessments, we hope to better define our WUI program and use the information to prioritize future WUI fuels treatments. WUI awareness will be increased with visibility of SCA crew on the Any Agency while doing home assessments, attending Powwows, parades, etc.

Projected Length of Project: 2 Seasons; 1st season for data collection with FEC Team, and 2nd season for GIS project for a SCA Individual Placement Intern with GIS background.

Justification: (for Selected SCA-Related Items from Fire Ed. Worksheet: 3 Month Team—should be able to accomplish 500 home assessments within this timeframe; SCA Fire Ed. Training—required by SCA; 6 Month Truck lease—staff leader will need vehicle before and after team leaves; computer, Trimble unit, digital camera printer, cell phone, office supplies, and uniform will all be needed for completion of project (note: computer will likely be most useful next year when we request GIS capabilities). This position will support the WUI/Prevention Specialist and Fuels Specialist in developing maps of fires, communities and tribal ownerships. Integral in this support will be the need for a computer that is capable of GIS, a GPS unit and some form of transportation for field work to verify locations and coordinate with Agency and Regional office personnel.

Budget Proposal: Must include itemized list (if SCA request leave blank)

Submitted By:

Concurred By Regional WUI/Prevention Specialist and/or Fuels Specialist and/or Ecologist:

*Note: If this is a Community Assistance project using Tribal or Agency personnel, the Tribe or Agency is responsible for entering the CA project into NFPORS.

Smokey Bear Guidelines

March 2011



INTRODUCTION

The Cooperative Forest Fire Prevention (CFFP) Program, commonly known as the Smokey Bear

Program, was created to maintain public awareness of the need to prevent human caused wildfires. It is managed by the US Forest Service in cooperation with the Advertising Council, Inc. and the National Association of State Foresters (NASF).

OBJECTIVES

The Smokey Bear Guidelines will inform and educate participants about all aspects of the CFFP

Program. It will also introduce them to tools and techniques for accomplishing prevention activities, and administrative requirements of the Program.

CONTENTS of the GUIDE

The contents of this guide include:

- History
- CFFP Program Objectives
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- Awards and Recognition

HISTORY

The guardian of our forest has been a part of the American scene for so many years it is hard for

most of us to remember when he first appeared. Dressed in a ranger's hat, belted blue jeans and

carrying a shovel, he has been the recognized wildfire prevention symbol since 1944. Today, Smokey Bear is a highly recognized advertising symbol and is protected by Federal law (PL 82-

359, as amended by PL 92-318). He even has his own private zip code 20252.

To understand how Smokey Bear became associated with wildfire prevention, we must go back to World War II. On December 7, 1941, Japanese planes attacked Pearl Harbor. The following spring, in 1942, a Japanese submarine surfaced near the coast of Southern California and fired a salvo of shells that exploded on an oil field near Santa Barbara, very close to the Los Padres National Forest.

Americans throughout the country were shocked by the news the war had now been brought directly to the American mainland. There was also fear that enemy incendiary shells

exploding in the timber stands along the Pacific Coast could easily set off numerous raging forest fires in addition to those already being caused by people. Protection of these forests from uncontrolled fire became a matter of national importance, and a new idea was born. If people could be urged to be more careful, perhaps some of the fires could be prevented. Forest fires caused by people were nothing new. For many years, the Nation had known that forest fires presented a serious threat. As early as 1902, there was a standard General Land Office forest fire warning poster that gave some guidelines for keeping fires under control. In 1939, a poster showing a forest ranger who looked like Uncle Sam pointing to a raging forest fire stated "Your Forest-Your Fault-Your Loss."

Statistics showed that nine out of ten of the fires were person-caused and, thus, preventable. With this in mind, in 1942 the Forest Service organized the Cooperative Forest Fire Prevention Program with the help of the Wartime Advertising Council. The Wartime Advertising Council was composed of people experienced in the business of advertising who donated their talent to the U.S. Government to get important messages to the people.

Posters and slogans were created through the Wartime Advertising Council, including "Forest Fires Aid the Enemy," and "Our Carelessness, Their Secret Weapon." By using catchy phrases, colorful posters and other fire prevention messages, the CFFP Program encouraged people to prevent accidental fires and help with the War.

Walt Disney's motion picture, "Bambi", was produced in 1944 and Disney authorized the CFFP Program to use his creation on a poster. The Bambi poster was a success and proved that using an animal as a fire prevention symbol would work. Bambi could not be used in subsequent campaigns because it was on loan from Walt Disney studios for only one year. The Forest Service needed to find an animal that would belong exclusively to the Cooperative Forest Fire Prevention Program. It was finally decided that the Nation's fire prevention symbol should be a bear.

On August 9, 1944, the new fire prevention symbol was agreed upon by the Forest Service and the Wartime Advertising Council. Artist Albert Staehle was asked to paint the first poster of Smokey Bear. It showed a bear pouring a bucket of water on a campfire. Smokey Bear soon became very popular and his image began appearing on fire prevention materials.

"Only YOU Can Prevent Forest Fires" was first used as a slogan in 1947. Jackson Weaver, a noted radio personality of Washington, D.C. provided the original "Voice" of Smokey Bear.

One spring day in 1950 in the Capitan Mountains of New Mexico, an observer in one of the fire towers spotted smoke and called the location into the nearest Ranger Station. The first crew to arrive discovered a major fire being swept along by strong winds. Word spread rapidly and more crews were called to help. Forest Rangers, Army Soldiers, New Mexico State Game and Fish

Department employees and civilian volunteers worked together to control the raging fire. During one of the lulls in the fire fighting, there was a report of a lonely cub seen wandering near the fireline.

The little cub had been caught in the path of the fire. He had taken refuge in a tree that was now nothing but a charred, smoking snag. His climb had saved his life but left him badly burned on the paws and hind legs. The firefighters removed the little bear cub from the burned tree and a rancher, who had been helping the firefighters, agreed to take the cub home. The cub needed veterinary aid and was flown to Santa Fe where the burns were treated and bandaged.

The news about the little bear spread swiftly throughout New Mexico. Soon the United Press and Associated Press picked up the story and broadcast it nationwide. Many people inquired about the little bear's progress. The State Game Warden wrote an official letter to the Chief of the Forest Service, offering to present the cub to the agency with the understanding that the small bear would be dedicated to a publicity program for fire prevention and wildlife conservation.

The go-ahead was given to send the bear cub to Washington, D.C. Once there, he found a home at the National Zoo and became the living symbol of Smokey Bear. Smokey died in 1976 and was returned to Capitan, New Mexico, where he is buried in the State Historical Park.

In November 1951, the first Smokey Bear costume was fabricated by Wass of Philadelphia for the Virginia Division of Forestry. Its success prompted the US Exhibit Service to make additional costumes. Today Smokey Bear costumes are only made by licensed contractors and are only sold to Federal and State firefighting agencies. Any other sales must be approved in writing.

By 1952, the Smokey Bear symbol was sufficiently established to attract commercial interest. Legislation was passed, PL 82-359, to take Smokey out of public domain and place him under the control of the Secretary of Agriculture. An amendment to that Act, PL 93- 318, passed in 1974, enabled commercial licensing and directed that fees and royalties be used to promote forest fire prevention. Hundreds of items have been licensed under this authority over the years.

The Junior Forest Ranger program was also started in 1952. This activity encouraged children throughout the Nation to write to Smokey Bear expressing their interest in fire prevention. In reply they would receive a Junior Forest Ranger Kit and other fire prevention materials. By 1965, the volume of mail for this activity was so high that Smokey Bear received his own Zip Code. The program has been recently redesigned to keep pace with state-of-the-art educational techniques.

The CFFP Program rode through the 1970's and into the 1980's with lessened momentum.

Smokey's early years had been easy because it was a simpler time when his familiar message was one of the few being pushed. However, intense competition, global markets and rapid technological changes emerged, and Smokey found it difficult to compete for a share of the public's attention.

In 1984, Smokey's 40th Birthday was celebrated, and the first day issue of his postage stamp took place in Capitan, New Mexico. In 1987, Smokey Sports was launched as a new component of the CFFP Program. "National Smokey Bear Day" was conducted with all major league baseball teams in the United States and Canada. The decade of the 90's opened the door for Smokey's revitalization and revival by celebrating his 50th birthday with a nationwide celebration engaging in high visibility activities and events.

Smokey's message of "Only You Can Prevent Forest Fires" was changed to "Only You Can Prevent Wildfires" in 2001. The term wildfire applies to any uncontrolled outdoor fire. The new

tagline was created by The Advertising Council, along with the US Forest Service and the National Association of State Foresters (NASF), in response to the recent and rampant outbreak of wildfires, and in an effort to make Smokey's message of forest conservation more contemporary.

In 2004, Smokey celebrated his 60th Birthday with a special logo incorporating the line "60 Years

of Vigilance." At a high-profile ceremony in Universal City, CA, Smokey blew out his candles

while children of wildland fire fighters sang *Happy Birthday* to him. At the celebration Smokey

Bear was presented with a giant Hallmark© Birthday card, a birthday cake and a personalized giftwrapped shovel.

To renew the important message of wildfire prevention to Americans, Smokey enlisted the help of Bambi in 2004. Smokey has an experienced partner in Bambi, who was actually the first face of the forest fire prevention message in 1942. DraftFCB, Southern California, who has worked on the campaign since the beginning, featured Bambi on posters to remind us to be careful with our forests. TV Public Service Announcements (PSAs) featuring Bambi were created, and asked us all to "*Don't Let Our Forests Become Once Upon a Time.*"

Has all this effort to prevent wildfires had an effect? During the 1930's, the average annual number of wildfires was 167,277. During the 1950's, the average yearly number of wildfires was

down to 125,948. During the 1990's the number was 106,306. Now this number does include lightning started wildfires, but the trend is definitely going down.

From 2001 through 2008, almost 65,000 wildfires occurred each year from human carelessness

and those fires burned an average of 2,560,000 acres each year. We still have a lot of work to do.

Children need to hear and learn about Smokey Bear and his wildfire prevention message, and adults need to be continually reminded of the need to prevent wildfires.

"Remember, Only YOU Can Prevent Wildfires!"

CFFP PROGRAM OBJECTIVE

The objective of the Cooperative Forest Fire Prevention (CFFP) Program is to create and maintain a public awareness about wildfire prevention.

Policy

The National CFFP Program provides a framework, which can be expanded upon by Regional, State, and local efforts. The State and local programs should identify specific problem areas and planned solutions. Using Smokey Bear as the vehicle for wildfire prevention messages and a variety of techniques stimulate active support and cooperation with other public agencies, educators, businesses, industry, and people interested in working to prevent unwanted personcaused wildfires.

The official Forest Service program policy and guidelines can be found in Forest Service Manual (FSM) Chapter 3110, Cooperative Forest Fire Prevention (CFFP) and Forest Service Handbook (FSH) 5109.18, Chapter 20, Cooperative Forest Fire Prevention Program (CFFP).

Responsibilities

CFFP Committee

The CFFP Committee consists of three State Foresters, The Advertising Council, and the US Forest Service. The Committee meets about three times a year or as needed. The National Association of State Foresters (NASF), The Ad Council, and the US Forest Service are in constant communication about the elements and the development of the program usually weekly and often daily. The Committee sets the direction of the program, reviews the elements and creative work by the advertising agency and selects the winners of the Smokey Bear awards.

Washington Office

The CFFP Program is administered by the Director of Fire and Aviation Management (F&AM) through the Program Manager, Branch Chief, Fire Prevention. It is responsive to the wildland fire prevention needs of the National Forest System, State forestry organizations, other Federal agencies, fire service organizations and local and private groups.

Regions and Area

Each Regional Forester and the Area Director assigns the primary responsibility for the CFFP Program to one Staff unit. A member of that Staff should be assigned as Regional/Area CFFP

Coordinator. The Regional/Area Coordinators facilitate resolution of issues and concerns, implement programs of work, organize activities, and provide liaison between the Washington Office and local areas.

PROGRAM COMPONENTS

There are five major components to the CFFP Program:

- 1. Public Service Advertising** using the media, through educational and community involvement activities, corporate sponsorships, special prevention promotions and with collateral materials.
- 2. Campaign and Educational Activities including** classroom programs, national cache materials, and Junior Forest Ranger program.
- 3. Commercial Licensing**
- 4. Image and Appearance** including standards and quality control for trademark protection, presentation, artwork and costume use
- 5. Awards and Recognition**

PUBLIC SERVICE ADVERTISING

Public service advertising is an important component of the CFFP Program. It presents the wildfire prevention message to the public via the media and with campaign collateral materials.

Public service advertising can also be accomplished through educational and community involvement activities, corporate sponsorships, and with sports promotions.

The Advertising Council, under the direction of the US Forest Service and the National Association of State Foresters, creates and produces national media CFFP public service advertising. Materials are designed for distribution to audio, video, internet and print outlets.

Since the inception of the CFFP Program, the advertising firm of DraftFCB, Southern California (previously known as Foote, Cone and Belding), has contributed resources and talents to create program materials. Draft FCB, Southern California is a professional advertising firm that donates its time and talent to the creative products used in the Smokey Campaign. Their work is reviewed by the CFFP Committee and the Ad Council before the products ever reach production. Their creative work consists of posters, print ads, radio and TV Public Service Announcements, and other related campaign material. The quality of the products and the experience of the ad agency are critical to the success of the fire prevention program.

Media

Television and Radio

The Advertising Council packages national public service advertising into television and radio kits (PSAs). One or more PSAs may be distributed in each category. Television kits

include photo-storyboards and videotapes. Radio kits include a live script and recorded copy. Both include a letter describing the focus of the advertising campaign and some statistical information. These kits are distributed to all broadcast and cable networks, local TV and cable outlets, and 95% of all radio stations across the country. Personal contact should be made with television and radio station program managers in local areas of influence to advise them of local fire issues and situations and to encourage them to use the public service advertising.

Newspaper and Magazines

The Advertising Council packages national PSAs for the print media. Newspaper and magazine mailers are distributed to dailies and weeklies, specialty, consumer, and children's magazines across the country. These mailers include campaign information and relevant statistics, show thumbnail images of current print materials available, and include ordering information. All print materials are also available as free downloads from the Ad

Council's website – www.adcouncil.org; go to PSACentral. Following distribution of the newspaper and magazine kits, visits should be scheduled with local editors to encourage the use of the materials and provide advice on the local fire issues and situations.

Distributions occur throughout the year.

During personal visits to local media offices, you should take the opportunity to distribute appropriate CFFP campaign materials.

Other Media

The Advertising Council also produces and distributes PSAs for transit authorities, transportation shelters, internet service providers and outdoor advertisers. Transit authorities, transportation companies and outdoor advertisers should be approached to donate vacant space. These materials must be requested and are not automatically shipped.

Social Media

To reach all audiences, Smokey Bear has official social media sites (managed through the Ad Council).

Official website: <http://www.smokeybear.com/>

Facebook: <http://www.facebook.com/smokeybear/>

Twitter: http://twitter.com/smokey_bear/

MySpace: <http://www.myspace.com/wildfireprevention/>

Mobile: <http://www.smokeybearmobile.com/>

YouTube: <http://www.youtube.com/user/Smokeybear>

Field Production of Public Service Advertising

Local Forest Service and State Forestry units are encouraged to produce PSAs for local media and advertising for community and other information awareness purposes when it is determined that they are needed to supplement the national campaign, or to address specific local or regional

problems. Use local material in conjunction with the PSAs produced by the Advertising Council

for the national campaign.

Ensure that locally produced advertising deals exclusively with fire prevention and that it will not detract from the national image of Smokey Bear. Standard wording on a credit line is "A public service in wildfire prevention brought to you by the US Forest Service, your State Forester (or specific State Forester), and supported by _____." Local spots shall not portray Smokey Bear as a spokesman for any issue other than wildfire prevention. Do not include other advertising symbols, such as Woodsy Owl, McGruff, or Sparkey without the express approval of the Director, F&AM, Washington Office.

Campaign and Educational Materials

Campaign and fire prevention educational materials are developed and maintained at the National Symbols Cache (<http://www.symbols.gov/>). The materials are developed in cooperation with the

Conservation Education Staff, Fire and Aviation Management, and the CFFP Committee. The current objective is to provide fire prevention materials that are suitable for teachers and meet standards of learning.

Campaign Materials

Campaign materials are created to reinforce the fire prevention message and to maintain public awareness of the need to prevent wildfires. The items are designed to provide maximum educational value. They are offered based on usability, functionality, and practicality.

Campaign materials may feature a basic poster using Smokey Bear's image and a fire prevention message. Specialty posters featuring nature groups with teacher education materials are also available. Posters should be conspicuously placed in schools, libraries, Federal and State offices, fire departments, and on community bulletin boards. They should also be displayed in places where youth activity groups meet. Extensive use of these fire prevention materials should be encouraged at the local levels. Replace posters when they become weathered or are no longer timely. Obtain permission from the owner before placing posters on private property, such as in store windows.

Bookmarks, decals, rulers, pens and pencils, erasers, coloring sheets, and other items place the wildfire prevention message in front of elementary school children and others on a continuing basis. Place bookmarks in libraries, schools, bookmobiles, and bookstores. Other campaign materials should be distributed as appropriate.

Campaign materials are designed and made available for all age groups. They are designed to bring the prevention message home on a continuing basis. Distributed materials should be appropriate to the age group involved.

Campaign materials are also available through the NASF annual catalog (see below).

Note: More than 100 vendors are approved Smokey Bear licensees. Anyone may buy from these licensees and these items may be resold; however, a license from the US Forest

Service may be needed to resell those items. See the Commercial Licensing section below.

Distribution

Materials should be purchased and distributed where they will be most effective.

Campaign materials obtained from the Symbols Cache must be made available for free and cannot be resold.

Field Production of Campaign Materials

Field units are strongly encouraged to design, produce, and distribute materials that meet a specific need and may not be available through the Cache, NASF annual campaign catalog, or commercial licensees.

To insure that the high standards which apply to the National campaign are met in any field production, and to insure uniformity of Smokey's image, it is important that Regional/Area coordinators be involved in the very earliest development stages. Only approved Smokey Bear art shall be used and care must be taken that the field production does not conflict with or detract from the National effort.

There are areas that are especially subject to abuse. These are T-shirt and jacket arts for fire crews, employee associations, Ranger Districts, and special events such as fun runs, FAX cover sheets, book/folders, conference notices, and computer generated graphics. Only approved and dated art will be permitted. Smokey's image will not be demeaned or tarnished. If, for any reason, these products are offered for sale they are subject to regulations governing licensing.

National Association of State Foresters Catalog

The National Association of State Foresters (NASF) sends its catalog to all State Foresters and

National Forests. Any Federal agency may order their products for use in wildfire prevention programs. As with CFFP items (Symbols Cache items), they **may not be resold**. For more information, please visit: http://www.stateforesters.org/smokey_bear/education.

EDUCATIONAL ACTIVITIES AND MATERIALS

The educational component of the CFFP Program is designed to create and maintain an awareness of the need to prevent wildfires by providing a method of reminding children of their fire prevention responsibilities.

Many of the CFFP campaign items can enhance teaching opportunities. Take advantage of opportunities to work with teachers and supply them with CFFP materials that will support their teaching efforts.

Material that is old, outdated and/or discontinued, along with items that no longer support the

CFFP emphasis should not be distributed. These materials may convey misinformation or conflict with current Program strategy.

COMMERCIAL LICENSING

Objectives

The Smokey Bear Act, P.L. 82-359, as amended by P.L. 92-318, and regulations of the Secretary of Agriculture (36 CFR 271) provide for the commercial use of the character and name of Smokey

Bear. The objectives of commercial licensing are:

1. To assist in communicating Smokey Bear's wildfire prevention message.
2. To maintain the integrity of the Smokey Bear image as the National symbol of wildfire prevention.
3. To insure that all products maintain standards of high quality and good taste.
4. To generate funds to further nationwide wildfire prevention activities.

Policy

The Director, Fire and Aviation Management, US Forest Service, after consultation with the National Association of State Foresters and the Advertising Council, is responsible for approving

commercial licensing activities. *This responsibility may not be delegated.* Day-to-day administration has been contracted to a Licensing Agency. The Agency provides aggressive, professional services that meet the Program's commercial licensing objectives.

The use of Smokey Bear as a proprietary brand name is prohibited. By words or illustrations, Smokey Bear will not endorse a commercial product or service. The Smokey Bear symbol will

always be used in conjunction with an approved fire prevention message. All licenses shall display the official logo on products, packaging or advertising. Unauthorized commercial uses are punishable by law.

Application/Approval Procedure

Persons interested in submitting a License Proposal should contact the USFS Fire Prevention Program Manager (202-205-1483) or the licensing contractor for the appropriate forms and rules.

Official Logo

An official Smokey Bear Licensee has the right to use the official Smokey Licensee Logo. No one other than official licensees may use this logo. The logo should appear on all licensed products. No product bearing Smokey's image may be produced without a license or should be sold without this logo. The logo should also be used in all advertising and promotional materials for officially licensed Smokey Bear items. For a current list of authorized licensees please visit

<http://www.themetisgroup.com/smokeybear/index.php> or contact the US Forest Service Fire Prevention Program Manager (202-205-1483).

Advertising and Art

All art and advertising using the image of Smokey Bear must be approved by the US Forest Service prior to its use.

The PMS color system of acceptable colors for use on Smokey Bear is:

Hat: PMS 467 (Beige)

Hatband: PMS 472 (Light Brown)

Eyes: PMS 469 (Dark Brown)

Muzzle: PMS 468 (Light Beige)

Face: PMS 470 (Medium Brown)

Body: PMS 470 (Medium Brown)

Pants: PMS 299 (Blue)

Belt: PMS 469 (Dark Brown)

Buckle: PMS 131 (Gold)

"SMOKEY": PMS 472 (Light Brown)

Smokey may not be depicted as endorsing a product, but he may appear with the product. Smokey's message should always address wildfire prevention.

For example:

Remember, Only YOU Can Prevent Wildfires!

Prevent Wildfires!

Break Your Matches!

Drown Your Campfires!

Help Smokey Prevent Wildfires!

Smokey's Friends Don't Play With Matches!

9-out-of-10 Wildfires are Caused by People!

Careless Campers Cause Fires!

Violations

Items produced for commercial sale that contain or use the Smokey Bear image, name, or message

without benefit of a license violate Public Law 82-359, as amended by P.L. 92-318. Report suspected violations directly to the Director, F & AM, Washington Office, who shall take action

necessary up to and including civil and criminal court actions to stop the violator.

IMAGE AND APPEARANCE

The key to Smokey's worldwide recognition is credited to the positive image that has been promoted since the inception of the Program. Uniform standards have been identified for all aspects of Smokey's image, from drawings to the manufacture of the costume to public appearances.

Artwork

Only Smokey Bear artwork, approved and dated by the Director, F & AM, Washington Office,

may be used. Reproductions of existing art may not be approved. WHEN IN DOUBT CHECK IT OUT! Glossy black-and-white and color prints of the official photograph may also be obtained from the Director. The Pantone Matching System (PMS) of acceptable colors for use on Smokey Bear is: Hat: PMS 467 (Beige), Hatband: PMS 472 (Light Brown), Eyes: PMS 469 (Dark Brown), Muzzle: PMS 468 (Light Beige), Face: PMS 470 (Medium Brown), Body: PMS 470 (Medium Brown), Pants: PMS 299 (Blue), Belt: PMS 469 (Dark Brown), Buckle: PMS 131 (Gold), and wording "SMOKEY" on hat: PMS 472 (Light Brown).

Costume

Official Smokey Bear costumes must be ordered from authorized manufacturers. The authorized

Smokey Bear costume manufacturers do not require a 'license,' but do have a letter of authorization from the Forest Service. The Forest Service's Office of Inspector General has determined that the costume manufacturers can only sell costumes to federal agencies, state forestry agencies, and only those other organizations specifically authorized by the Forest Service or State Foresters. Therefore, the costume manufacturers are not required to obtain a license.

These costume manufacturers are also authorized to refurbish Smokey Bear costumes. The price of the costumes should be obtained from the respective authorized manufacturers.

Approved Smokey Bear costume manufacturers are:

Facemakers, Inc,
140 Fifth Street,
Savanna, IL 61074
<http://www.facemakersincorporated.com/smokeybear.html>
phone: 815-273-3944

Shafton Inc.
<http://www.shaftoninc.com/smokey.htm>
6932 Tujunga Avenue
North Hollywood, CA 91605
818-985-5025

Signs and Shapes - has an inflatable Smokey Bear costume
<http://www.walkaround.com/about/walkarounds>
9988 F. Street
Omaha, NE 68127
402-331-3181

Smokey Signals (formerly Sykes Services)
300 Wildwood Road
Wildwood, CA 96076
530-628-4136
<http://www.smokeysignal.com/> then go into government login

e-mail: smokeysignals@wildblue.net

Effective uses of the Smokey Bear costumes are for parades and for appearances at schools, fairs, youth-group meetings, conservation activities, television appearances, sporting events, civic and community events, trade and trademark shows, and similar functions where a fire prevention message can be conveyed.

Examples of inappropriate uses are: Christmas parties, summer picnics, Halloween parties, Job

Fairs, the Combined Federal Campaign, or any situation that might compromise Smokey's integrity or give the appearance of impropriety.

Acquisition and Use

Only US Forest Service and State Forestry agencies may purchase costumes without prior approval. On a case-by-case basis the USFS Director, Fire & Aviation Management, through the Regional/Area Coordinators, approves costume ownership by other Federal agencies. Local fire departments and other fire protection organizations may be granted permission to purchase a costume after State Forester approval. Both approvals require certification that the costume will be used only for wildfire prevention purposes. Authorization shall be in the form of a Cooperative Interagency Agreement and shall cover a period of not more than five years.

Individuals who wear and use the costume must agree to:

1. Use the costume only to further public information, education, and awareness of the prevention of wildfires.
2. NOT TO SPEAK during appearances. Conversations or explanations should be carried out by the accompanying official (escort).
3. Never appear in less than full costume. Never be photographed in less than full costume.
4. Remain anonymous at every appearance and in any publicity connected with an appearance. This includes being photographed without the head. Do not allow any photographs when getting into and out of the costume.
5. Use only costumes that are clean, complete, and in good condition.
6. Keep costume out-of-sight before and after use.
7. Appear dignified and friendly. Avoid clowning and horseplay.
8. Always be accompanied by an appropriately uniformed escort in public appearances, except where not practical, such as on a parade float where space is limited.
9. Do not use alcohol or illicit drugs prior to and during the Smokey Bear appearance. This condition applies to uniformed escorts as well.

Appearances

1. The person wearing the costume must exhibit appropriate animation to be effective. Express sincerity and interest in the appearance by moving paws, head, and legs.
2. There shall be at least one uniformed escort to accompany the Bear. The escort shall guide the Bear at the elbow. The escort must be knowledgeable about Smokey Bear and wildfire prevention.
3. After donning the costume, the escort shall inspect the suit. Check for the following:
Is the drawstring tucked in?

Is the zipper out of sight?
Are the buttons fastened?
Is the belt firmly fastened to the pants?
Are the pant cuffs neat?
Is the hat crown up?
Is the head straight on the shoulders?
Is the fur brushed generously?

4. A private dressing room is necessary for putting on and taking off the costume.
5. The costumed bear should not force itself on anyone. Do not walk rapidly toward small children.
6. A round-point shovel is part of the Smokey Bear image. It shall be used for appearances, when appropriate.
7. The costume becomes hot to the wearer after a very short period. Success has been noted with the use of compartmentalized 'ice vests' and the addition of a battery-operated fan in the hat. Several cooling options are available from the costume manufacturers. Limit appearances to 15-20 minute segments to minimize personal discomfort.
8. After each appearance, check the costume for needed repairs or cleaning. Note this on the outside of the storage box for immediate follow-up by the owner/manager of the costume.

Care and Maintenance

The owner/manager of the costume shall assure that:

1. The Smokey costume is not used unless it is clean, complete, and in good repair. Ideally, the costume should be dry-cleaned. Laundering is permitted according to manufacturer's specifications. If the suit is not cleaned after several hours of use it will begin to smell and cause deterioration that will shorten the life expectancy.
2. The costume is inspected after each use and any required maintenance is performed.
3. The costume is not placed into the costume box wet. Thoroughly air-dry the suit first.
4. The manufacturer's recommendations for proper placement of the components into the storage box are followed.
5. Costumes can be returned to their respective manufacturers for maintenance, refurbishment, and repair. Contact the manufacturer for price quotations.

Security and Disposal

Protect the Smokey Bear costume from theft or vandalism to eliminate unauthorized use, which may result in bad publicity and immeasurable harm to the integrity of Smokey as a symbol of wildfire prevention.

1. Keep the Smokey Bear costume under lock-and-key when it is not in use.
2. Use a sign-in/sign-out system to control costume use.
3. Mark the costume box to say, "Warning: Unauthorized use or possession of this costume is not permitted."
4. Immediately report thefts of Smokey Bear costumes to the appropriate law enforcement authorities and request prompt action to assure recovery.
5. When it is determined by the owner/manager that the costume is no longer fit to wear and must be disposed of, the suit shall be rendered unrecognizable as a Smokey Bear costume by cutting, tearing, and/or burning all components.

Trademark Protection

The respected and recognized name of Smokey Bear and his well-known message, as well as the property rights in the trademark and the service mark are valued. There is an important need to distinguish Smokey Bear, his message, information and education materials, advertising, and commercially licensed products from those of other symbols; and to prevent their improper use. To accomplish this requires vigorous protection. The benefit to this position is that integrity is maintained, and is reflected back to the sponsoring organizations.

AWARDS AND RECOGNITION

Objective

The objective of CFFP awards is to recognize individuals and organizations for outstanding service in wildland fire prevention, and through that recognition increase public awareness of the need for continuing fire prevention efforts.

Policy

Awards shall be given to recognize and encourage leadership in wildfire prevention.

Description

There are five official awards: Golden, Silver, and Bronze statuettes; an Appreciation Plaque; and a Citation.

National

Nominations for the Golden, Silver, and Bronze Smokey Bear Awards are approved by the CFFP Executive Committee. Each award is a 9-inch metal figurine of Smokey mounted on a wooden base with a metal plate on the front of the base for inscription and a corresponding lapel pin. The letter should be signed by the Co-Chairs of the Executive Committee and the Advertising Council, Inc.

Other

1. The Smokey Bear Appreciation Award is a plaque with a brass plate for inscription. The award is approved by a Deputy Chief, Regional Forester, Station or Area Director, or State Forester.
2. The Smokey Bear Citation is a certificate that is approved by the appropriate line officer.

Eligibility

Individuals or organizations that have made outstanding contributions in wildfire prevention efforts include, but are not limited to: educational activities, forest management, law enforcement, journalism, media coverage, advertising campaigns, engineering activities, and informational programs and the people who operate them. Having assigned fire prevention duties does not make a person ineligible.

Selection Criteria

Golden Smokey

This award is given to organizations or individuals that have provided sustained outstanding National service for wildfire prevention over a minimum 2-year period. There may be no more than 3 given annually.

Silver Smokey

This award is given to organizations or individuals that have provided outstanding Regional (multi-state) service for wildfire prevention over a minimum 2-year period. There may be no more than 5 given annually.

Bronze Smokey

This award is given to organizations or individuals that have provided outstanding Statewide service for wildfire prevention over a minimum 2-year period. There may be no more than 10 given annually.

Appreciation Plaques

This award is given to organizations or individuals that have provided outstanding local service for wildfire prevention over a minimum 2-year period. Number awarded is at the discretion of the issuing office.

Citation

This award is given to organizations or individuals for significant service for wildfire prevention at any level for a minimum 1-year period. The number awarded is at the discretion of the issuing office.

Nomination Process

National Awards

Nominations for all National Smokey Bear awards can be made by anyone having knowledge of the outstanding wildfire prevention efforts of the nominee. Submit nominations on the official form in accordance with instructions provided at http://www.fs.fed.us/fire/prev_ed/smokeybearawards/, including newspaper and magazine clippings, photos, and other relevant materials to the Symbols Program Manager, Washington Office, through the appropriate Regional Forester, Station Director, Area

Director, State Forester, or Regional/Area Fire Prevention Coordinator who will determine who meets minimum requirements and send those nominations forward to the Washington Office.

Keep records of nominations received and of their dispositions.

National award nominations must be recommended by a Deputy Chief, Regional Forester, Area Director, State Forester, or other federal agency equivalent.

Other Awards

Regional Foresters, the Area Director, and State Forester shall prescribe specific procedures for submitting nominations for these awards. Keep records of nominations received and of their disposition.

Awards Process

National Awards

Select an appropriate forum for the awards presentation, and provide for appropriate publicity and media coverage. These awards should be presented by the highest level National or State Official. The Regional Office, Area Office, or the State Forester's Office coordinates plans for the awards ceremony. Every attempt should be made to present the award in the presence of the recipient's peers.

Other Awards

The Regional Forester, Area Director, or State Forester should present these awards; however, when appropriate, this task may be handled by the Forest Supervisor or an immediate subordinate to the State Forester.

Frame the citations or place them in a high-quality award binder prior to presentation. Obtain the frames and award folders through normal procurement channels.

Presentation and publicity as deemed appropriate.

Source of Supply

The F&AM Staff, Washington Office, shall provide the National awards. Order appreciation and citation awards through the Symbols Cache at www.symbols.gov.

Activity/Event Accomplishment Documentation

Region ____; Agency/Tribe ____; People Contacted ____; Hours Expended ____ hrs.
Tribe, City, Town, Community or School Assisted ____ Date ____
(Circle one)
Lead Person Providing Assistance _____ Photos __Y __N

Cooperators: ☐ Tribe, ☐ State, ☐ Fire Dept. _____,
☐ USFS, ☐ Other DOI, ☐ Other _____.

Brief Description: _____

1. This was a: ☐ General Action; ☐ Specific Action; ☐ Community Action
2. A Character was used ☐ ; "Prevention/Education" materials were used ☐
3. Type of Project: (Check all that apply)

- ☐ Educational Programs/ Presentations
☐ Pre-School # _____ Programs; # _____ Students
☐ Elementary (K - 3) # _____ Programs; # _____ Students
☐ Elementary (4 - 6) # _____ Programs; # _____ Students
☐ Middle school (7 - 9) # _____ Programs; # _____ Students
☐ High School (10 - 12) # _____ Programs; # _____ Students
☐ College # _____ Programs; # _____ Students
☐ Adults # _____ Programs; # _____ Attendees
- ☐ Events
☐ Fairs, Pow-wows, Festivals # _____ Days Staffed; # _____ Reached
☐ Meetings, Conferences # _____ Days Staffed; # _____ Reached
☐ Static Exhibit (un-staffed) # _____ Days used
☐ Character Appearance # _____ Attending
☐ Sports Events, Rodeos # _____ Attending
- ☐ Contacts
☐ Print Media # _____ Articles (Attach copies)
☐ Radio # _____ Interviews
☐ TV # _____ Interviews
☐ Key Person # _____ Contacts
☐ Individual # _____ contacted
☐ Group # _____ in group
- ☐ Signs
☐ Constructed # _____ (Attach photos)
☐ Maintained # _____ Times changed
- ☐ Inspections
☐ Initial visit Type: _____ (Attach photos)
☐ Follow-up Type: _____ (Attach photos)

4. Key Message Delivered (Check all that apply)
☐ General Wildfire Prevention ☐ High Fire Danger ☐ Smokey's Message
☐ Firewise/Home Protection ☐ Fire Safety
☐ Fire Use/Fuel Reduction ☐ NWCG Fire Messages
☐ Legal Requirements ☐ Fire Restrictions
☐ Other (Specify) _____

5. Attach any third party corroboration. Examples are: agendas, minutes, photos, articles, "thank you" notes, or have leader/organizer/host or teacher sign below:

Confirmed by _____ Date _____

6. Ideas for Improvement/Follow-up: _____

Location:	
Report Submitted By:	Title:

Signature	Date Report Completed		
Education Totals			
Group	Reportable Action	Target	Accomplished
Signs	Plans Prepared		
Signs	Plans Maintained		
Fire Danger Rating	Days when advisories were sent to Field		
Mass Media	Number of Contacts		
Mass Media - Radio	Number of Contacts		
Mass Media - Written	Number of Contacts		
Mass Media - Television	Number of Contacts		
Mass Media - WWW	Days of Web Design/ Mtc		
Volunteers	Number of Plans Prepared		
Volunteer Fire Departments	Train in Fire Prevention		
Wilderness Train/Equip	Departments Trained		
Public Education	Prev Pgms conducted		
Interagency Campaigns	Plans Prepared		
Interagency Campaigns	Campaigns Implemented		
Specific Campaign Development	Plans Prepared		
Programs - Bilingual	# of specific programs conducted		
Cause Specific Childrens' Programs	Number of Programs		
School Program	# of Events		
School Program	# of Events		
Parade	# of Fire Prevention Parades		
Fair	Days of Booth Time		
Sports Activity	# of Events		
Fire Education Materials	# of Fire Prevention Materials Orders		
Printed Material - Other	Materials Designed		
Exhibits	# of Exhibits		
Character Appearance	# of Appearances		
Poster Contest	# of Contests		
Public Contact - Group	# of Contacts		
Public Contact - Key Persons	# of Contacts		
Comments:			
PREVENTION PROGRAM ANNUAL ACCOMPLISHMENT REPORT			
Location:			
Report Submitted By:		Title:	
Signature	Date Report Completed		

Engineering Totals			
Group	Reportable Action	Target	Accomplished
Public Utilities Management	# of utilities advised of Requirements		
Government Agency	# of Agencies coordinated with		
Law Enforcement Totals			
Group	Reportable Action	Target	Accomplished
Permits - Burn, Blas, Weld, Campfire	Permits issued		
Training Permits	Employees Trained to Issue Permits		
Restriction/Closure Plans	# of Plans Written		
Spark Arrestors	Inspectors Trained		
Fire Criteria in Permit - Spec Use Inspections	# Permits Inspected		
Fire Criteria in Contract - Indust Ops Inspection	# of Contracts inspected		
Develop Struct Imp Plan	Plans Developed		
Fire Prevention Patrol Plans	Plans Developed		
Administration Totals			
Group	Reportable Action	Target	Accomplished
Prepare Unit Prevention Plans	Plans Developed		
participate in Prev. Committee Meetings	# of in Mtgs. Participated in		
Provide Intro. Trng.	# of Events		
Develop Early Warning System Plans	Plans Developed		
Develop Plans to Implement Corporate Programs	Plans Developed		
Comments:			

Accomplishment forms will be filled out weekly and after each event attended by the prevention staff. Pictures if any were taken will be put into a folder on the computer and printed and put into the file made for accomplishments. Quarterly accomplishments are sent to the Regional Director.

Prevention Program Review Checklist

Bureau of Indian Affairs

Introduction

This checklist will be used to review your wildfire prevention program. Components of your fuels prevention program review will include: prevention program planning, historical fire occurrence trend, and implementation of actions described in prevention plan.

Review Location

Agency/Tribe:	Colville
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Review Date

This review is expected to take several days and will include a field review of the identified projects.

Your review is scheduled to begin on:	February 18, 2015
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Agency and/or Tribal Respondent

At a minimum, your Wildfire Prevention Program Staff person should plan to participate in this review. The greatest benefit will be gained if your FMO, Forest Manager, and Superintendent participate in the review.

Designated Respondent(s) and their Position Title(s):	Robin Atlin & Deb Caudell
--	--------------------------------------

Plans & Documentation That Will Be Reviewed

You will need to have all of the following plans and documentation available for this review. Plans that are incomplete or incorporated into other plans or documents should also be made available for review.

Documentation	Comments
Resource Management Plan or Fire Management Plan	
Organization Chart	
Wildfire Occurrence Data from WFMI	
Wildfire Prevention Plan	
Risk Assessment Mitigation Strategies Files	
Program Support - Element 1	
Local Unit Burn Permit System – Element 2	
Wildfire Investigation Policies and Procedures – Element 3	
Standard Operating Procedures between law enforcement and fire management – Element 4	
Annual Implementation Calendar	
Prevention Action Accomplishment Reports	
Prevention Program 638 Contract or Annual Funding Agreement (contract or compact tribes only)	
Agency IQCS Qualification printout(s)	
Position Description	
Employee Training and Development Plans for prevention employees	
Required Reference Materials	
Wildland Fire and Aviation Program Management and Operations Guide (BIA Blue Book), current year	
Bureau of Indian Affairs Wildfire Prevention Program Handbook	
Bureau of Indian Affairs Fuels Program Business Management Handbook, current year	

Program Location Being Reviewed: Per Phone ____ Date: __2/18/15__

Review Team Leader: __L.Diaz__

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
A. Program Performance Indicators		
1. Human-caused wildfire occurrence as reported in WFMI is trending downward over the last 5 years.	NI	Past plan dealt with juvenile issues and this has changed.
2. According to accomplishment reports, at least 80% of the WFPP targets are met on average for the most recent 5 years.	M	
3. Program staff is stable, with an acceptable rate of turnover.	NI	There have been extended time frames of an unstaffed position.
B. Facility		
1. Adequate office space and equipment is provided for prevention program.	M	
2. Adequate vehicle and equipment is provided for prevention program.	M	
C. Program Documentation and Record Keeping		
1. Prevention program files are organized, complete, and can be readily located.	NI	Files haven't been organized. Needs to go from just fire investigation to prevention and investigation. Working on a filing system.
2. Upon completion of activities and projects, project files and all shared documentation is combined into a central location.	M	
3. Accomplishment reports are complete and up to date	M	
4. Annual calendar of events has been developed and is up to date.	M	Building from a quarterly basis.
D. Agency Administration		
1. Fire prevention staff understands their role, responsibilities, authority, and accountability.	M	
2. Prevention staff has opportunity to participate in periodic site readiness reviews and/or program reviews off unit.	NI	Prevention staff needs an opportunity to review other locations in order to gain insight of functionality of other prevention programs.
3. Performance measures are relevant to prevention program management.	M	
4. Field-unit level program activities and accomplishments subject to the Government Performance and Results Act (GPRA) and/or specified by the Wildland Fire Leadership Council (WFLC) are reported per current standards and guidelines	NR	

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
5. Position Descriptions for Prevention staff are maintained and accurate.	M	
6. The Agency Administrator has reviewed and concurs with contents of current WFPPs and insures that the designed program is being implemented.	M	
7. Appropriate delegation of authority has been developed and maintained for fire investigation if required.	NR	
E. Employee Training & Development		
1. Numbers of qualified staff is adequate for performing work identified in the prevention plan.	NI	No, because of vacancies.
2. Management encourages and supports prevention & investigation training and development of prevention & investigation qualifications at all levels and across departmental boundaries.	M	
3. Prevention program staff have completed training described in BIA Wildfire Prevention Handbook Chapter 4 for the appropriate level.	NI	Training opportunities need to be developed. Supervisor & prevention staff will work on a training schedule.
4. Qualifications of prevention program staff are documented in the IQCS database.	M	
5. Individual Development Plans have been developed for staff.	M	The IDP will be altered incorporating training requirements from Chapter 4.
F. Budget and Program Accomplishment		
1. Program funding is utilized appropriately and at least 80% of the staff time is spent accomplishing tasks/actions as described in the prevention plan.	M	
1a. What is the percentage of activities currently being performed by Prevention funded personnel on other activities? (i.e. suppression, fuels, etc.)	M	100%
2. Documentation to support prevention staff time use is maintained and up to date.	M	Done through CTR's and personal calendar.
3. Supplemental funding requests have been received and expended appropriately.	M	
3.a. All documentation for supplemental expenditures is available.	M	
4. Adequate protocol exists for prevention staff to maintain program budget.	M	

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
4. a. If prevention staff directly maintains program budget, the information flow sufficiently allows for appropriate and efficient local management of fiscal elements and process.	NR	
5. The planned actions are relatively similar to the annual accomplishments. Note and discuss any areas significantly over or under planned accomplishments.	M	
G. Management Philosophy		
1. An active ignition reduction program is understood and supported by Agency and Tribal management.	M	
2. The burn permit system is supported by all levels of Agency/Tribal management.	E	PD, Environmental trust, Natural Resource, Parks & Rec, Fish and WL
3. The Agency and/or Tribe supports opportunities for training and performance evaluation in wildland fire prevention activities at local, regional and national levels.	M	
4. The Agency/Tribal Staff has taken steps to increase visibility of the prevention program within the reservation or jurisdictional area.	M	
H. Collaboration, Coordination and Outreach		
1. The program participates in interagency prevention efforts and outreach in several ways.	M	Due to turnover, this aspect needs to be re-established, but still active with other tribal programs.
2. The program provides timely information to local news media and communities about fire danger levels and fire restrictions.	M	
3. Prevention and mitigation efforts with communities also address the complementary effort by fire managers to reduce risk by conducting hazardous fuels reduction in the Wildland Urban Interface, including use of prescribed fire where appropriate.	M	
4. The program actively participates in federal, state and/or local coalitions, coordinating groups, cooperatives or other partnership organizations to improve interagency coordination for fire messages.	NI	See number 1.
5. Effective communication vehicles or processes are used to inform partners, affected groups and individuals when wildfires occur on trust lands and about the resulting unwanted impacts.	M	
6. The Agency and/or Tribe has promoted FIREWISE to its local public.	M	

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
7. The prevention staff effectively works with cooperators to ensure fire danger ratings are coordinated across jurisdictions.	M	Coordination takes place with NE WA Interagency Coordination Center (NEWICC) and incorporated cities & towns within the reservation.
I. Wildfire Prevention Program Planning		
1. Wildfire Prevention Plan (WFPP) at this location reflects a commitment to reduce human caused ignitions.	M	
2. The WFPP is consistent with the Bureau of Indian Affairs Wildfire Prevention Program Handbook requirements and guidelines, 6/12/2009, Chapter 3. Or Chapter 2 of the 2012 Handbook	M	
3. WFPP is tiered to an approved FMP, or other Resource Management Plan.	M	Colville Tribe Fire Management Plan, 2002
4. WFPP objectives are consistent with FMP and/or Tribal objectives.	M	
5. The WFPP includes an implementable 5/10-year plan that addresses the primary human fire cause(s).	M	
6. RAMS assessments reflect current conditions and inputs/outputs for alternatives are understood.	M	
7. A WFPP (or CWPP) is completed for all communities receiving Community Assistance funding.	M	
8. The WFPP reflects an interagency collaborative strategy across the landscape to mitigate risks to communities.	NR	WFPP concentrates on strategies to prevent human caused fires on the reservation.
9. The Agency/Tribe has a current Communications Plan.	NI	Developing in conjunction with WFPP revision.
10. The Agency/Tribe has a written Patrol Plan that is current and addresses prevention activities.	M	
11. The Agency/Tribe has a written Sign Plan that is current for planning, tracking and maintaining its signage.	M	
12. The Agency/Tribe has developed a prevention readiness plan or added prevention needs to the current fire readiness plan.	M	
J. Program Implementation		
1. The Agency and/or Tribe(s) have a prevention strategy that addresses the primary cause of human fires. This strategy has been communicated to all field levels.	M	
2. An annual review of the WFPP has taken place to ensure the plan is current. Ineffective items/actions have been dropped and/or replaced.	M	Look at reviewing in January of each year.
3. Agency and/or Tribal directives or policies have been developed as needed for the Prevention program. These directives/policies were effectively communicated to field personnel.	E	Has worked with Tribal Council on use of fireworks.

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
4. The Agency and/or Tribe(s) have utilized Fire Prevention and Education Teams (FPET) and/or fire investigation teams to augment local resources with the desired impact.	M	
5. The Agency and/or Tribe utilizes the community assistance program and funding	NR	
6. The Agency and/or Tribe has directed the movement of its fire management personnel to meet wildfire prevention needs.	M	
7. Prevention program evaluations are included in fire readiness reviews conducted at tribal and agency locations.	M	
8. Severity requests include local prevention activities.	M	Requests have been denied by the NWRO in the past, but now there is an understanding that this is a valid severity line item and requests will be made again.
9. The Agency and/or Tribe has a local unit mobilization plan or preparedness plan which includes wildland fire prevention actions.	M	
10. Community actions reflect Community at risk prioritization	M	
11. An Industrial Fire Precaution program has been developed to address all types of programs within the unit.	M	
12. An inspection program has been developed to conduct and maintain annual inspections necessary for the fire prevention program.	M	
K. Wildfire Investigation and Trespass		
1. The Agency and/or Tribe has adopted the BIA wildland fire investigation policy.	M	

PREVENTION PROGRAM		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
2. This unit conducts cause and origin investigations of its wildfires on a regular basis.	M	
3. Regional guidelines are followed for fire trespass.	M	
4. Agency and/or Tribe initiates trespass actions to recover cost of suppression activities, land rehabilitation, and damages to the resource and improvements for all unplanned human-caused fires where liability can be determined.	M	
5. Investigation files are in a locked and secure location.	M	
6. Chain of custody for all evidence are recorded and the evidence is in a locked and secure location.	M	
7. WeTIP has been effectively promoted by the prevention staff to local public	M	
8. FI-110 is presented annually to all first responders within the unit.	M	
9. Resource codes are reviewed annually and revisions are recommended as necessary to address fire prevention issues.	NR	
10. A Juvenile Fire Setter Intervention program is established.	NR	

Feedback - Regional Office Support

Use this checklist, or a format of your choosing, to provide feedback to WUI/Prevention staff at the Regional Office. Help us better focus our efforts to meet your needs.

REGIONAL OFFICE SUPPORT		
Key Code: E = Exceeds M = Meets NI = Needs Improvement NR = Not Reviewed		
Element/Activity	Code	Remarks
A. Communication and Support		
1. Data calls are sent out with adequate lead time allowing for timeframes to be met.	M	
2. Phone calls and/or emails to Regional staff are returned in a timely manner.	M	
3. Regional staff is accessible and responsive to requests for information and/or technical support.	E	Len does an excellent job of returning information
4. Regional staff provides support that enhances professional management and development of a progressive prevention program.	M	
B. Transfer of New Technology		
1. Regional staff provides periodic updates of new technology.	M	
2. As requested, Regional staff assists with providing training opportunities.	M	
C. Knowledge of Program Areas		
1. Regional staff is knowledgeable of their area of expertise or are able to provide appropriate contact or training information.	E	
2. When a ready answer is unavailable, Regional staff works to find an answer or provide additional sources for information.	M	
D. Budget and Funding		
1. Budget requests are adequately addressed.	M	
2. Budget allocations are distributed in a timely manner and are allocated using a well understood and fair process.	M	

**Bureau of Indian Affairs – Wildfire Prevention
Power Line Inspection Record**

Date of Inspection _____ Inspected By: _____

Purpose of Inspection: ☐ Initial; ☐ Annual; ☐ Storm Follow-up.

Line Type(s): ☐ Transmission; ☐ Distribution; ☐ Residential

Location/Description of Line:

Agency/Tribal Jurisdiction: _____

State: _____ County: _____

Qtr.(s) _____; Sec. _____; TWP _____; Rng. _____

Sides: ☐ E; ☐ N; ☐ W; ☐ S; ☐ Interior

Length of Line on Trust: _____

Number of: _____ Poles on Trust
_____ Line Splices
_____ Transformers on Trust
_____ Wires (1, 2, 3, 5, other)

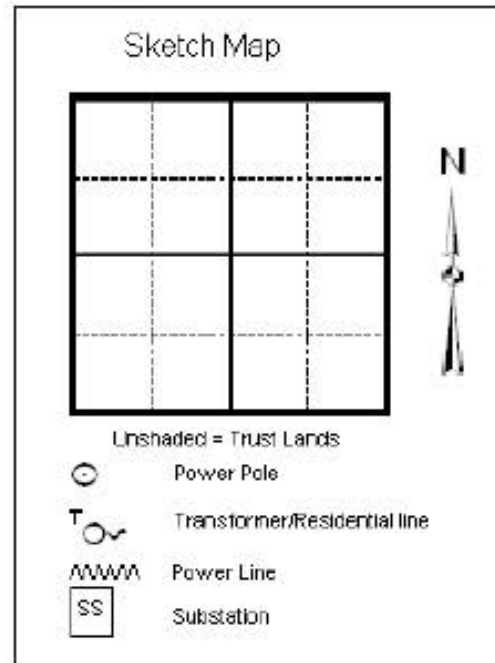
Height of lowest line: _____ ft.

Line Runs: ☐ N-S; ☐ E-W; ☐ Other

Lat/Long @ North or East End

Lat. _____ Long. _____ (in Decimal Degrees)

Fuels within 30 ft. of Line (Check All that Apply): ☐ Wheat/Small Grains; ☐ Tall Grasses/Weeds; ☐ Heavily Grazed Pasture/Lawn; ☐ Bare Soil (not cropland); ☐ brush/timber; ☐ Other _____



Map represents : ☐ Qtr.; ☐ Sec;
☐ 4 sq. mi.; ☐ 16 sq. mi.

Potential Hazards:

1. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____; Photo # _____
2. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____; Photo # _____
3. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____; Photo # _____

(FRONT)

**Bureau of Indian Affairs – Wildfire Prevention
Power Line Inspection Record**

Potential Hazards – Continued

4. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
5. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
6. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
7. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
8. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
9. ☐ Limb Encroachment; ☐ Vines; ☐ Pole Damaged; ☐ Insulators Damaged; ☐ Nests;
☐ Excessive Line Sag; ☐ Missing/ broken pole ground wires; ☐ Un-insulated Meter clamps
Lat. _____ Long _____ : Pole # _____ ; Photo # _____
-

Power Service Provider Contacted: ☐ No; ☐ Yes, Date _____

Name of Power Company: _____ ; Phone: _____

Instructions:

1. Remember **SAFETY FIRST** – Assume all power lines are charged, ALWAYS.
2. Depict the lines and trust lands on the sketch map.
3. Record the Qtr., Section, Township and Range for the segment.
4. Show the approximate position of each pole; identify transformers, junctions, residential lines and taps on the map using the appropriate symbols.
5. Record the Pole Number (usually on a tag on the pole) for hazard poles.
6. Photograph the entire segment of line and poles shown on the sketch map. Take as many photos as needed to capture the scene, use a photo log to describe the direction and subject of the photo.
7. Photograph each pole, showing the lines, cross arms, fuels underneath and hazards. Document in the photo log the pole number for each photo.
8. Identify any hazards on the form and place the number of the hazard at the approximate location on the sketch map.
9. Attach the photo log and all photos to the inspection form and file in a logical manner.
10. Notify the power company of any potential hazards.

(BACK)

**Bureau of Indian Affairs – Wildfire Prevention
Railroad Track Inspection Record**

Date of Inspection _____ Inspected By: _____

Purpose of Inspection: ☐ Initial; ☐ Annual; ☐ Storm Follow-up.

Track Type(s): ☐ Single track; ☐ Multiple Tracks; ☐ Siding;
☐ Other _____

Location/Description of Site:

Agency/Tribal Jurisdiction: _____

State: _____ County: _____

Qtr.(s) ____; Sec. ____; TWP ____; Rng. ____

Lat. _____ Long. _____
(in Decimal Degrees At North or West end)

Service Road Conditions:

Surface:

☐ Gravel; ☐ Crushed Rock; ☐ Dirt

Right of Way –

Track Apron - ☐ Maintained; ☐ Overgrown;
☐ Abandoned

Vegetation Control:

Generally describe this segment

Service Road -	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned
Tracks -	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned
ROW -	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned
Switches -	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned
Crossing Signals-	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned
Other - _____	<input type="checkbox"/> Maintained; <input type="checkbox"/> Overgrown; <input type="checkbox"/> Abandoned

Sketch Map

Unshaded - Trust Lands
Power Line
Public Road
Service Road
Railroad Tracks
Bridge
Scale: Map Represents 16 4 1 1/4 sq. mi.
Other _____

Fuels within 30 ft. of Tracks (Check All that Apply): ☐ Wheat/Small Grains; ☐ Tall Grasses/Weeds; ☐ Heavily Grazed Pasture/Lawn; ☐ Bare Soil (not cropland);
☐ brush/timber; ☐ Other _____

Potential Hazards Summary: (Show location by number on sketch)

1. ☐ Vegetation Management on Service Road
2. ☐ Vegetation Management between Tracks
3. ☐ Vegetation Management on ROW
4. ☐ Party Site (beer cans, etc.)

**Bureau of Indian Affairs – Wildfire Prevention
Railroad Track Inspection Record**

Realty/Lease Compliance Contacted? ☐ No; ☐ Yes, Date _____

Name of contact: _____

Rail Road Contacted?: ☐ No; ☐ Yes, Date _____

Name of Company: _____; Phone: _____

Name of Contact: _____

Instructions:

1. Remember **SAFTEY FIRST** - Observe and follow any placards or signs at the site. Watch for Trains.
2. Depict the tracks, service roads, county roads and trust lands on the sketch map.
3. Record the Qtr., Section, Township and Range for the site
4. Show the approximate position of any bridges
5. Photograph the segment, access roads and any specific hazards. Take as many photos as needed to capture the scene, use a photo log to describe the direction and subject of each photo.
6. Identify any hazards on the form and place the number of the hazard at the approximate location on the sketch map.
7. Attach the photo log and all photos to the inspection form and file in a logical manner.
8. Notify the Railroad and Realty/Lease Compliance of any potential hazards.

Bureau of Indian Affairs
Wildfire Prevention Oil Field Site Inspection Record

Date of Inspection _____ Inspected By: _____ Site # _____

Purpose of Inspection: ☐ Initial; ☐ Annual; ☐ Storm Follow-up.

Equipment Type(s): ☐ Pump Jack; ☐ Storage Tanks; ☐ Pumping Station;
☐ Other _____

Site is: ☐ Active; ☐ Dormant; ☐ Abandoned

Location/Description of Site:

Agency/Tribal Jurisdiction: _____

State: _____ County: _____

Qtr(s). ____; Sec. ____; TWP ____; RNG. ____

Power: ☐ Electric
☐ Internal Combustion Engine
☐ N/A

Lat. _____ Long. _____
(in Decimal Degrees)

Gates:

☐ No; ☐ Yes; ____ (#); ☐ Locked

Access Road Conditions:

Surface:

☐ Gravel; ☐ Crushed Rock; ☐ Dirt
☐ Paved

Vegetation Control:

Overgrown -

☐ Access Road; ☐ Site; ☐ Parking Apron/Turnaround

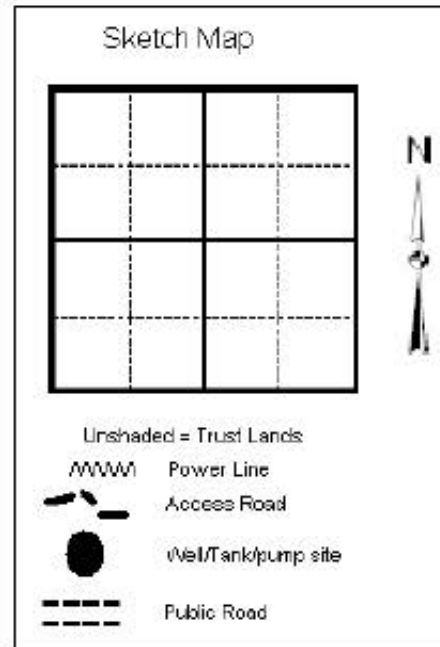
Maintained -

☐ Access Road; ☐ Site; ☐ Parking Apron/Turnaround

Needs Maintenance -

☐ Access Road; ☐ Site; ☐ Parking Apron/Turnaround

(grass and weeds growing in center)



Map represents : ☐ Qtr; ☐ Sec;
☐ Other _____

Fuels within 30 ft. of Site (Check All that Apply): ☐ Wheat/Small Grains; ☐ Tall Grasses/Weeds; ☐ Heavily Grazed Pasture/Lawn; ☐ Bare Soil (not cropland);
☐ brush/timber; ☐ Other _____

Potential Hazards Summary: (show location by number on sketch map)

1. ☐ Vegetation Management on Access Road;
2. ☐ Vegetation Management at site;
3. ☐ Unprotected electric lines on surface;
4. ☐ Electric lines sagging near fuels.
5. ☐ Internal combustion engine runs poorly;
6. ☐ Party Site (beer cans, etc.);
7. ☐ Weeds/Tall Grasses growing within 10 ft. of electric motor or engine;
8. ☐ Exhaust/Flare Stack within 10 ft. of veg. fuel.

**Bureau of Indian Affairs – Southern Plains Region
Wildfire Oil Field Site Inspection Record**

BIA Realty/Minerals/Lease Compliance Contacted? ☐ No; ☐ Yes, Date _____

Name of contact: _____

Well Service Provider/Site Operator Contacted? ☐ No; ☐ Yes, Date _____

Name of Company: _____; Phone: _____

Name of Contact: _____

Electric Power Service Provider Contacted: ☐ No; ☐ Yes, Date _____

Name of Power Company: _____; Phone: _____

Instructions:

1. Remember- **Safety First** – Always observe and follow any placards or signs at the site. Approach from upwind if possible. It is not necessary to actually go up on the well pad in most cases.
2. Depict the site, access roads, county roads and trust lands on the sketch map.
3. Record the Qtr., Section, Township and Range for the site
4. Show the approximate position of any power poles.
5. Photograph the entrance (include Corporation Comm. Placard and gates), access roads and site. Take as many photos as needed to capture the scene, use a photo log to describe the direction and subject of each photo.
6. Identify any hazards on the form and place the number of the hazard at the approximate location on the sketch map.
7. Attach the photo log and all photos to the inspection form and file in a logical manner.
8. Notify the power company/Site operator and BIA Realty/Lease Compliance of any potential hazards.

(BACK)

-Not For Public Release or Distribution Outside of Jurisdiction-

Community Assessment Form

Date: _____ Agency: _____ State: OK KS TX

Unit ID #: _____ Planning Unit: _____

COMMUNITY

Community Name: _____ Compartment: _____

Community Type: Interface Intermix Occluded Latitude: _____ Longitude: _____

Threatened by Federal Land? Yes No Federal Land Threatened? Yes No

FIRE HAZARDS

Max Flame Length: 0-2 ft. 2 – 8 ft. 8+ ft. Crowning Potential: Low Moderate High

Slope Percent: Low 0-5% Mod 6-20% High 20+%

Aspect: Low/Flat Mod/North West High/South East Elevation: _____

IGNITION RISKS

Population Density(number of dwelling/structures) 0-100 101-300 301-500 501-1000 1000+

Circle all of the following that apply in each category:

Power Lines and Unit:

Transmission Lines
Distribution Lines
Sub-station

Industrial Operations:

Active Timber Sale
Construction Project
Debris/slash burning
Mining
Maintenance service contracts

Recreation:

Dispersed camping, hunting, party area
Developed camping areas
Off highway vehicle use

Flammables Present:

Gas or oil wells/transmission
Gas pumps or storage
Powder Magazine

Railroads:

Yes
No

Transportation System:

State/Federal Highway(s)
County Road(s)
Public Access Road(s)

Other:

Dump
Fireworks, children with matches
Electronic installations
Woodcutting area, power equipment
Shooting/target
Government Operations
Incendiary
Cultural Activities

Commercial Development:

Camps, resorts, stables
Business, agriculture/ranching
Schools

Community Name: _____

FIRE HISTORY Annual Fires: Low Moderate High

CATASTROPHIC FIRE POTENTIAL Catastrophic Fire Potential: Likely Possible Unlikely

VALUES

Recreation:	Undeveloped low use	undeveloped high use	developed sites
Wildlife/Fisheries:	Insignificant Habitat	Important Habitat	Highly significant habitat
Watershed:	Class III, IV, VI	Class I, II	Class PI, I
Forest/Woodland:			
Standing timber on	25% or less	26-50%	51+%
Private Property:	Little Threat	Threats exist	Significant Threat of heavy loss
Cultural Resources:	Low potential	Some potential	Known significant sites
Special Interest Areas:	No Areas	Areas Adjacent	Areas on-site
(Special use areas are: Tribal use areas, wilderness areas common food growing/hunting/gathering sites, etc)			
Visual Resources:	Visible Impacts	Partly Visible	Pristine
T&E Species:	Species not present	Species Present	Species present/critical habitat
Soils (Erosion):	Low significance	Moderately erodible	Highly erodible
Airshed:	Low receptor sensitivity	Moderate receptor sensitivity	High receptor sensitivity

PROTECTION CAPABILITY

Initial Attack Time: 0-20 min. 20 – 30 min. 30 + min.

Suppression Complexity: Low/Simple Mod/Average High/Complex

Fire Department: Volunteer Paid from _____

STRUCTURAL IGNITABILITY (circle one on each line that best describes community)

Firewise Compliance:	Low/Good	Moderate/Fair	High/Poor
Roofing:	Metal/Comp	Few Wood Shingles	Wood Shingles
Siding:	Brick/log/metal	Lapboard	Mostly Vinyl
Landscaping:	Hdwd trees	Conifers/spacing issues	Junipers against houses
Roof Hygiene:	Roofs clean	Some material on roofs	Lots of material on roofs
Landscape Hygiene:	Maintained	Mixed	Little maintenance, weeds & tall grasses
Structural Hygiene:	Maintained	Repairs needed	Abandoned
Flammables:	Storage away	Few stored near houses	Stored near houses

Surrounding Vegetation: (Adjacent to community)

North	– Cropland	pasture	rangeland	brushy field	Forested	Juniper invasion
East	– Cropland	pasture	rangeland	brushy field	Forested	Juniper invasion
South	– Cropland	pasture	rangeland	brushy field	Forested	Juniper invasion
West	– Cropland	pasture	rangeland	brushy field	Forested	Juniper i

Vision

Wildland fire management agencies and organizations share a common vision to enhance personal safety and reduce loss of life while preserving and enhancing the health of forests and property. To that end, we encourage those who live or recreate in wildland areas to be aware of the role of wildland fire in ecosystems, actions that land management agencies are taking to reduce risks, realize benefits of wildland fire, and the need for partnerships among agencies, residents, and communities to understand, prepare for, and prevent unwanted wildfires.

Purpose

The purpose of this Communication Plan is to spell out the fire prevention messages that are developed as part of an overall strategy for fire management on the Colville Reservation. The immediate goals are to provide a more comprehensive understanding of fire management, to keep the public informed about the current fire situation, and reduce the potential for conflicting messages. The ultimate goals are to reduce unwanted human-caused wildfires, and to foster an environment where local communities understand, support, and participate in our strategy for improving hazardous fuel conditions on the reservation.

Goals

5. Provide for firefighter and public safety.
6. Reduce the danger of wildfire to people as well as structural damage in the Wildland Urban Interface (WUI).
7. Reduce unintentional human caused ignitions by ten percent (10%) within the jurisdictional boundaries of the Colville Confederated Tribes Reservation over the next ten years.
8. Attend district meetings and general membership meetings of the Colville Tribes to keep the membership informed.

Potentially Sensitive Issues

- Inability to use fireworks
- Inability to burn debris piles
- Inability to use campfires
- Cultural fire use
- Temporary closure of areas
- Perceived harm from fire to wildlife and “green trees”
- Lack of tolerance for smoke in the air – i.e. effect of smoke on human health
- Aesthetics – perception that fire destroys the landscape
- Public perception that all fire is bad

Target Audience

Internal:

- Tribal Council
- Tribal Departments
- Rural/Volunteer/City Fire Departments
- Realtors and City Planning and Zoning Officials
- County EMS and Disaster Services
- City/County/State Governments
- Local, State, and Federal Land Management Personnel

External:

- Media
- Urban Interface Residents/Second Homeowners
- Hunters/Fishermen
- Local Communities
- Recreationists
- Contractors

Terminology

The Interagency Strategy for the implementation of Federal Wildland Fire Management

Policy directs agencies to establish common terms and definitions. The newly updated

National Wildfire Coordinating Group (NWCG) Glossary of Wildland Fire Terminology is the only authorized source of terms and definitions that meet federal fire management policy. The glossary can be found at: www.nwcg.gov/. The strategy has established that there are three kinds of Wildland Fire. The definitions are as follows:

Wildland Fire- Any non-structure fire, that occurs in the wildland. Three distinct types of wildland fire have been defined and include wildfire, wildland fire use, and prescribed fire.

Wildfire - An unplanned, unwanted wildland fire, including unauthorized human-caused fires, escaped wildland fire use events, escaped prescribed fire projects and all other wildland fires where the objective is to put the fire out.

Wildland Fire Use- The application of the appropriate management response to naturally ignited wildland fires to accomplish specific resource management objectives in predefined designated areas outlined in Fire Management Plans.

Prescribed Fire- Any fire ignited by management actions to meet specific objectives. A written, approved prescribed fire plan must exist, and NEPA requirements (where applicable) must be met, prior to ignition.

Mitigation – Process to reduce intensity and make less severe.

Goal 1-Provide for firefighter and public safety.

Objective-Reduce unwanted human caused wildfires.

Key Message-

- Safety of firefighters and the public is the number 1 priority.
- Evacuation preparedness is important, have a plan, make sure someone else knows your plan, and check in.

Talking Points-

- Safety of firefighters and the public is the number 1 priority; nobody's house is big enough or expensive enough to warrant risking lives to save it. Stay abreast of the most current information regarding closures and restrictions. If it becomes necessary to evacuate, leave yourself plenty of time to do it safely by preparing in advance.
- Always be sure to check in with someone if you are evacuated, and communicate your evacuation plan to all family members. Others may put themselves in danger trying to find you if they haven't heard that you are safe.

Goal 2-Reduce the danger of wildfire to people as well as structural damage in the Wildland Urban Interface (WUI).

Objective- Inform people of the different ways that a home can be better prepared for a wildfire.

Key Message-

- Careless fires can hurt; natural fires can help.
- There are places where prescribed fire can be used for ecosystem restoration and can be managed safely and effectively under the appropriate conditions.
- Prescribed burning is designed to mimic natural processes.
- There are places where fire cannot be managed safely and must be prevented, and mitigation should be done to reduce risks from wildfires.
- There are projects being conducted around priority areas identified in Community Wildfire Protection Plans. Here is what you can do to help.
- Wildfire is inevitable and we must plan for it. Communities can plan for inevitable wildfires by working together prior to an incident to reduce unwanted fuels and take measure to protect private property. Help is available for this process.

Talking Points-

- Communities should work together to identify priority areas to focus treatments such as thinning and mechanical mastication to protect key values such as homes, structures, etc.
- By doing regular yard maintenance, individuals can reduce the possibility of fire damaging or destroying their home. It is each person's responsibility, in cooperation with the community, fire department and neighbors, to take the necessary actions to prevent fire.

- Empower communities and property owners to mitigate hazards in WUI areas

Goal 3- Reduce unintentional human caused ignitions by ten percent (10%) within the jurisdictional boundaries of the Colville Reservation over the next ten years.

Objective-Reduce unwanted human caused wildfires.

Key Message-

- Establish and enforce burn permit regulations and guidelines.
- Limit the period for debris pile burning permits, as these are one of the biggest problems for human caused fires on the Colville Reservation.
- Promote Smokey Bear's prevention messages to children and adults alike using various methods.

Talking Points-

- Land management agencies are committed to a balanced fire management program that will reduce risks and capitalize on the benefits of fire. Fire management programs are customized for specific wildland areas to restore the land to more natural conditions, maintain already healthy ecosystems, and protect neighboring communities. Fire management programs are based on a balance of needs, including fire suppression, fire prevention and fire use.
- Fire is a management tool used to accomplish specific objectives in a plan such as removal of excess vegetation or stimulating plant growth and regeneration. Fire use is a managed process with comprehensive guidelines that prioritize safety and direct the planning and operations of the activity.
- Naturally occurring fires, such as those caused by lightning, are either suppressed or allowed to burn in a closely monitored and confined area, based on the fire plan for that area.
- Sometimes it may be necessary and/or beneficial for land managers to start fires in a closely monitored and confined area. These fires are referred to as "prescribed fires."
- A fire program also may include non-fire treatments to prepare the land before natural or prescribed fire can be applied safely and effectively.

Goal 4- Attend district meetings and general membership meetings of the Colville Tribes to keep the membership informed.

Objective-Keep the public informed and updated on current information, as necessary.

Key Message-

- Careless people can cause wildfires. Wildfires can cause loss of lives and destroy property and valuable resources such as watersheds and habitat, cultural resources, power facilities, and campgrounds.
- Take personal responsibility- Negligence can lead to suppression cost reimbursement sought from negligent party.
- Level of fire restrictions and what is required to comply.
- Location where fire restrictions are in effect.
- Liability: potential consequences for not complying
- You moved into a Forest – Understand the risks and learn to live with them.
- Forest landscapes are dynamic systems and always changing.
- Many forests are dependent on disturbances to maintain their health.
- You think forest fires are destructive but, forests without fire are just as destructive.
- Wildfire is a necessary disturbance to maintain forest health.
- Careless human-caused fires are not nature's natural disturbances.

Talking Points-

- Fire Restrictions are in effect.
- Persons violating these restrictions could also be held liable for fire suppression costs.
- Many forests are dependent on disturbances to maintain their health and dominance. For example, the natural disturbance regime for lodgepole pine includes stand replacing wildland fire as well as drought, and insects and disease.
- Wildfire is a necessary disturbance to maintain overall forest health.
- Careless unwanted wildfires do not play a natural role in a forest's succession.
- Wildland fire scars blanket hundreds of acres of wildland. Some wildfires are natural and of benefit to the cycle of renewal. Careless human-caused wildfires occur in the wrong place at the wrong time.

Introduction

This is the patrol plan for the Colville Indian Reservation in North Central Washington. Due to the size of the Reservation the patrol plan is divided into four districts. The districts are Inchelium, San Poil, Nespelem, and Omak. Patrols will be done, but not limited to, when fire danger warrants the patrol, when prevention personnel are in route to another job duty, and by other fire management personnel.

Patrol Plan

Wildfire Prevention strategies indicate that one of the most effective means of reducing human caused ignitions is implementing a highly aggressive high visibility patrol program.

The challenge is to proactively prevent unwanted loss of life, property and resources then the “Implementation of an effective prevention patrol program in high risk, high value areas during periods of increased fire danger” should be considered a priority fire management function.

Patrol Defined – A route of travel over a given area to prevent, detect and suppress fires. The primary purpose is for the patrol unit to be seen in areas of person caused or areas of high ignition probability.

Purpose

Patrol can be multi-purpose. When patrolling prevention personnel may detect, prevent and even suppress fires on and adjacent to Restricted or Trust lands. Patrol should be focused on areas with a history of human caused fires and areas of high probabilities of ignition. Patrolling also provides opportunities to strengthen communications with local agencies and neighbors. Patrol units will also identify the risks and hazardous conditions which create potential for wildland fire ignition. Patrol provides opportunities for communication with campers, hunters, landowners, concessionaires, and other members of the public about their activities that might result in a wildfire.

Patrol Zones

Patrol Zones will be divided up into four districts: Inchelium, San Poil, Nespelem, and Omak. Patrols may cross into another district due to road routes. Patrol Zones may include more than one district during patrol. There are distinctive highways and roads that lead to all districts that are well known to fire personnel.

Routes

Routes for patrol are based on but not limited to historically high fire history occurrence, fire weather, holidays or hunting seasons, fire restrictive closures or red flag fire alerts, storms with lightning, and areas which contain a large number of restricted or Trust acres.

Patrol Safety

The safety of personnel conducting patrol activities is a first priority and remains an essential part of the job. Major safety considerations to be met are:

1. Use of appropriate personal protective equipment.
2. Necessary tools.
3. Effective communications.
4. Two person patrols as a minimum after dark.
5. Avoid confrontations.
6. First aid training.
7. Defensive driving.
8. Proper Training.
9. Check in system in place.
10. Fire training – initial attack

Patrol / Investigation Kit

Patrol Vehicles should be equipped to deal with observations and initial response. This could include point of origin identification. Vehicles should have:

1. Maps
2. List of landowners (plat Map)
3. Necessary forms
4. Fire tools
5. Pencils, pens
6. Flashlight
7. Copy of laws
8. appropriate handbooks
9. Fire Prevention material
10. Binoculars
11. Camera
12. Hand tool kit
13. Signs and posters
14. Staple gun
15. Dispatch plan
16. Tape recorder
17. Measuring tape
18. Communication equipment
19. Wildfire investigation kit

Initial Observations

It is important to be observant while on patrol. Things to notice include:

1. Descriptions of individuals and their activities
2. Take good notes of observations.
3. Identify and protect the area around the fire's point of origin.
4. Provide notification of all suspicious activity, make a detailed record.
5. Take photographs.
6. Work with the local residents to establish a fire watch network.
7. Record descriptions of vehicles and license numbers.
8. Identify key individual characteristics such as hair length, size, age, ethnic background, body piercing, or clothes etc.

Patrol Documentation

The following forms should be kept to maintain a historical record of activities in the patrol zones and could be used later to identify responsible parties.

1. Wildfire Prevention Daily Contact Log
2. Wildfire Prevention Key Contact List

Staffing

All B.I.A and Tribal Fire Management employees holding fire qualifications may participate in patrol as needed.

Prevention and Education

Numerous activities can be accomplished while on patrol. Examples are: educational contacts with people, exterior home assessments, updating fire danger signs, sign construction and maintenance, and identification of future fuel reduction locations.

Sign Plan

The number of signs (10) on the Colville Reservation is limited to the primary entry points to the reservation. All the signs on the reservation are maintained by Mount Tolman Fire Center (MTFC) staff, they are changed as needed, and people are well aware of the locations of the signs. All the signs are Smokey Bear signs with Industrial Fire Precaution Level (IFPL) below the fire danger level.

1. Sign Locations

There are 3 Smokey Bear signs located in the Inchelium District, 3 Smokey Bear signs in the San Poil District, 2 in the Omak District, and 2 Smokey Bear signs in the Nespelem District.

The Smokey signs are located at the major entrances of the Colville Indian Reservation. There are seven (7) one-way signs and three (3) two-way signs. The one-way signs are located at the entrances for traffic coming into the Colville Indian Reservation. The two-way signs are located at or near to the Trading Post Store in Nespelem, Keller, and Inchelium.

MTFC also plans to build 2 more Smokey Bear signs on the Colville Reservation in the future. One Smokey Bear sign will be placed in the Owhi Lake area. The other sign will be a one-way sign placed in the Cameron Lake area.

2. Changing fire danger rating

The changing of the fire danger rating of the Smokey signs will be accomplished by the prevention staff and/or other MTFC personnel. The decision to change the fire danger level is up to the Fire Management Officer with the consensus of other fire personnel at MTFC. This determination is based on the most current conditions of the Colville Reservation. Each change of the fire danger levels and/or IFPL will take at least one full work day for the prevention staff and/or MTFC staff to accomplish because the distance between the signs. As the signs are changed, personnel will also check around the sign location for any needed repairs and/or maintenance that may be needed. The fire danger levels change from Low to Moderate, Moderate to High, High to Very High, and Very High to Extreme. The signs will descend in that order as well. The purpose of the Smokey Bear signs is to keep the general population informed of the current fire danger level on the reservation.

3. Maintaining signs

Each year on or before November 1st, all the Smokey Bear signs will be covered with a sign cover to help protect the signs from winter damage. On or before March 1st of every year, the sign covers will be taking off for the season.

When the signs are uncovered they will be maintained throughout the year as stated above.

Necessary tools and equipment to change Smokey Bear signs includes:

- power drill with battery
- crescent wrench
- hammer
- nails
- screws
- ladder
- paint
- paint brushes
- measuring tape
- IFPL numbers
- fire danger level sign: Extreme, Very High, High, Moderate, and Low (depending on which one is needed)
- Smokey Bear cover (when necessary)

The different type of maintenance for the Smokey Bear signs includes:

- checking the signs for damages, wear and tear, etc. and repairing as necessary
- checking for loose screws, nuts, bolts, etc. and tightening them using proper tools
- assuring there is clearance of flammables around the immediate perimeter of the signs by pulling weeds, etc. approximately 4-6 feet around the signs
- repainting any faded or damaged areas of the signs

Colville Tribe's Yearly Planning Calendar - Winter <u>January</u>		
Action Description	Type of Actions	Notes
Develop school program for 5th to 8th grade	General	Research/preparation for presentation.
Deliver school program	General	Reach all four districts.
Sign Maintenance	Specific	Check signs periodically for damage, etc.
Make media contacts	General	The current Winter/Spring fire season is a good topic.
Supplemental request	General	Research and prepare what is needed for supplemental request.
Renew and visit with key contacts	Specific/Community	In preparation for spring season.
Review burn permit system and train any involved staff	Specific	This is second opportunity to review prior to the normal busy season.
District meetings	General	Figure out district meeting schedule for the Tribe. Find out what is most needed for this season for discussion.
Co-Op	General	2nd Tuesday
WFPP	General	Review Plan
Public education/awareness	General/Specific	Reach all four districts.

Colville Tribe's Yearly Planning Calendar - Winter <u>February</u>		
Action Description	Type of Actions	Notes

Make media contacts	General	Fire Season is a great topic.
Deliver school programs	General/Specific	Continuing opportunity to develop 5th to 8th program
WFPP	General	Review plan.
Supplemental requests	General	Prepare requests.
PSA's	General	Start delivering PSA's about the need for burn permits
Co-Op	General	2nd Tuesday
District meetings	General	Find out what is most needed for the upcoming season.
Public education/awareness	General/Specific	Reach all four districts.
Deliver school programs	General	Reach all four districts.
Develop school program for 5th to 8th grade	General	Reach all four districts.

Colville Tribe's Yearly Planning Calendar - Winter <u>March</u>		
Action Description	Type of Actions	Notes
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Investigate wildfires	Specific	Significant debris pile burning this time of year.
Sign maintenance	Specific	Uncover signs for the season
Make media contacts	General	Upcoming fire Season is a great topic.
WFPP	General	Plan ready for in-house review.
Supplemental requests	General	Finish supplemental request.

PSA's	General	PSA's for burn permits requirements.
Co-Op	General	2nd Tuesday
Preseason INVf meeting	Specific	Get with Investigators and talk about fire investigation for season. Make sure that they know about time limit on investigation reports and when they are due to prevention office.
Preseason IC meeting	Specific	Review FI - 110 and make sure that IC's are aware of how important securing the scene is to the investigation.
Public education/awareness	General/Specific	Reach all four districts.
District meetings	General/Specific	Find out what is most needed for this season for discussion

Colville Tribe's Yearly Planning Calendar - Spring <u>April</u>		
Action Description	Type of Actions	Notes
Deliver school programs and team teaching events	General	Spring creates opportunity for outdoor classroom events
Make media contacts	General	Fire season is a good topic.
Renew and visit with key contacts in "hot spots"	Specific/Community	Gather information for investigations and planning.
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Investigate wildfires	Specific	Follow up with trespass or cost recovery where appropriate.
PSA's	General/Specific	PSA's about the need for burn permits
Review burn permit system	Specific	Train any new staff, etc.
Public education/awareness	General/Specific	Reach all four districts.

Inventory of supplies	General/Specific	Prepare list to order supplies.
Co-Op	General/Specific	2nd Tuesday

Colville Tribe's Yearly Planning Calendar - Spring <u>May</u>		
Action Description	Type of Actions	Notes
Deliver school program.	General	Spring creates opportunity for outdoor classroom events.
Public education/awareness	General/Specific	Reach all four districts.
Renew and visit with key contacts in “hot spots” from past season.	Specific and Community	To gather information for investigations and planning.
Review burn permit system and train any involved staff	Specific	Review prior to the upcoming summer season.
Summer camp	Specific	Talk about fire safety.
Owhi Kids Day	Specific	Smokey appearance and talk about fire safety.
TANF Youth	General	Coordinate with TANF about fire presentation to students.
Vehicle wrap	General	Find out about wrap and cost
PSA's	General/Specific	PSA's about the need for burn permits
Sign maintenance	General/Specific	Maintain and prepare for summer.
Co-Op	General	2nd Tuesday
Patrol as warranted	Specific	Conduct inspections and public contacts.
Investigate wildfires	Specific	Follow up with trespass or cost recovery where appropriate.

Colville Tribe's Yearly Planning Calendar - Spring <i><u>June</u></i>		
Action Description	Type of Actions	Notes
Sign maintenance	Specific	To prepare for Summer fire season.
Info display's	General	Contact tribal departments about info displays at their locations
Rodeo	Community	Smokey appearance/Sponsor Mutton Busten
Order Smokey and fire education materials	General	Keep stocked up on materials.
Make media contacts	General	Warming weather and 4 th of July are great topics.
4th of July preparation	Specific	Prepare for the 4th of July. Posters, maps, & check general fireworks locations.
PSA's	General/Specific	PSA's about the need for burn permits and 4th of July fireworks locations
Co-Op	General	2nd Tuesday
WFPP	General	Plan will be completed and signed
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Public education/awareness	General/Specific	Reach all four districts
Investigate wildfires	Specific	Follow up with trespass or cost recovery where appropriate.

Colville Tribe's Yearly Planning Calendar - Summer <i><u>July</u></i>		
Action Description	Type of Actions	Notes

Make media contacts	General	The developing fire season is a good topic.
Renew and visit with key contacts	Specific/Community	In preparation for summer.
Sign maintenance	Specific	In preparation for summer.
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
4th of July Pow-Wow	Specific	Set up booth for the pow-wow at the grounds.
Investigate Wildfires	Specific	Follow up with trespass or cost recovery where appropriate.
PSA's	General/Specific	PSA's and the requirements for burn permits.
Co-Op	General and Community	2nd Tuesday
Public education/awareness	General/Specific	Reach all four districts.
District Meetings	Community	Figure out district meeting schedule for the Tribe. Find out what is most needed for this season for discussion

Colville Tribe's Yearly Planning Calendar - Summer <u>August</u>		
Action Description	Type of Actions	Notes
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Investigate Wildfires	Specific	Follow up with trespass or cost recovery where appropriate.
Deliver School Programs	General/Specific	School starts again late this month.
PSA's	General	PSA's and the requirements for burn permits

Co-Op	General	2nd Tuesday
Sign maintenance	General/Specific	Maintain signs according to fire danger levels. Check for damage, etc.
Omak Stampede Pow-Wow	Specific	Set up booth for the pow-wow at the grounds.

Colville Tribe's Yearly Planning Calendar - Summer <u>September</u>		
Action Description	Type of Actions	Notes
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Investigate wildfires	Specific	Follow up with trespass or cost recovery where appropriate. Arson is tailing off at this time
Train fire departments in fire prevention.	General/Specific	This is a good opportunity to train Fire Departments in FI-110.
Deliver school programs	General/Specific	Continuing opportunity
PSA's	General/Specific	PSA's about the need for burn permits
Co-Op	General/Specific	2nd Tuesday
Field trip	General/Specific	Prepare a field trip to the largest fire if out and explain all that was lost due to the fire damage.
Sign Maintenance	General/Specific	Maintain signs according to fire current fire.
Public education/Awareness	General/Specific	Reach all four districts.

Colville Tribe's Yearly Planning Calendar - Fall <u>October</u>

Action Description	Type of Actions	Notes
Deliver school programs and Conduct Smokey Appearances	General and Community	Fire Prevention Week provides good opportunity for this.
Sign maintenance	Specific	To prepare for fall fire season.
Make media contacts	General	Fire Prevention Week and fall fire season are good topics.
Review patrol plan	General	Prepare it for fall/winter seasons.
Inspect campsites and campgrounds	Specific	To prepare for fall hunting season.
Review burn permit system and train any involved staff	Specific	This is in anticipation of entering dormant season.
Investigate wildfires	Specific	Follow up with trespass or cost recovery where appropriate. Debris burning is a problem this time of year
PSA's	General/Specific	Deliver PSA's about the need for burn permits
District meetings	General/Specific	Find out what is needed most for season.
Co-Op	General/Specific	2nd Tuesday

Colville Tribe's Yearly Planning Calendar - Fall <u>November</u>		
Action Description	Type of Actions	Notes
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Sign maintenance	Specific	Cover signs for the season
Prepare school programs	Specific/General	Develop and prepare school presentations.

Deliver school programs	General	Reach all four districts.
PSA's	General/Specific	Deliver PSA's about the need for burn permits
Co-Op	General	2nd Tuesday
District meetings	General/Specific	Find out what is needed most for season.

Colville Tribe's Yearly Planning Calendar - Fall <i><u>December</u></i>		
Action Description	Type of Actions	Notes
Patrol as warranted	Specific	Conduct inspections and public contacts while on patrol.
Develop school programs	Specific	Prepare school presentations.
Deliver school programs	General	Reach all four districts.
Public education/awareness	General/Specific	Reach all four districts.
PSA's	Community	Start delivering PSA's about the need for burn permits
Co-Op	General	2nd Tuesday
Investigate wildfires	Specific	Make sure all reports by investigators are complete

POSITION DESCRIPTION

CLASS TITLE: Fire Prevention Officer

CLASS CODE: _____

RANGE: 26 A-H DOE **PROGRAM/DEPARTMENT:** Fire Management / Natural Resources

REPORTS TO: Assistant Fire Management Officer- Logistics

BASIC FUNCTIONS OF WORK

The primary purpose of this position is to implement and coordinate internal and external wildland fire prevention and mitigation programs. Key components include wildland fire management and the role of fire in the ecosystem; education program, moderate wildland fire operations complexity with interagency coordination and cooperation issues, wildland/urban interface, and a hazardous fuel reduction program. The incumbent has program responsibility for implementing wildland fire prevention and mitigation program goals and objectives in support of mission accomplishment. **Prior wildland firefighting experience on the fire line, as gained by substantial service in a primary/rigorous firefighter position, or equivalent experience is a MANDATORY PREREQUISITE to qualify for this position.**

SUPERVISION RECEIVED

The supervisor gives work assignments in the form of unit objectives, goals, and priorities. The supervisor and the incumbent confer on the development of general objectives, projects, and deadlines.

SUPERVISION EXERCISED

Supervision is a regular duty of this position. The person in this position is expected to provide leadership to their subordinates as well as on the fire line.

REPRESENTATIVE EXAMPLES OF WORK (Specific Functions)

Prepares implements and updates the agency Wildland Fire Prevention Plan using the Risk Assessment Mitigation Strategies (RAMS) program and guidelines listed in Chapter 5, Fire Prevention, of the Fire Preparedness Blue Book. .

Coordinates and disseminates information concerning wildland fire management activities. Provides and facilitates overall wildland fire prevention and mitigation programs and activities for the local communities, the news media and the general public in the form of meetings, newsletters, events, programs, and posting in community facilities.

POSITION DESCRIPTION

Provides guidance and assistance on wildland fire prevention and mitigation programs to the field, and provides expertise and materials to all supported programs.

Assists with the formulation and execution of the budget. Monitors the expenditure of funds to ensure fiscal integrity and correct application of financial standards.

Identifies and analyzes major causes of wildland fire and makes recommendations concerning the inclusion of these causes in fire and management plans.

Implements prevention plans to reduce human and equipment caused ignitions. These plans include public awareness activities and programs, informational promotions, law enforcement programs, and road/area signing efforts. Provides fire prevention programs to individual representatives, local interest groups, and affiliated participants.

Coordinates wildland fire restriction and closure plan development and implementation. Works with news media, public affairs, fire information, law enforcement, and coordinating agencies in developing, implementing and disseminating fire restrictions and closure information.

Provides wildland fire prevention and mitigation expertise by representing the unit at local, state, regional, national and tribal forums.

Educates the public about the ecology of wildland fire and its relationship to the mission of the organization.

Serves as a contact for media interested in wildland fire management programs and activities, responding to, or facilitating requests from national, regional and local media. May coordinate news conferences, special events, news releases, and facilitate feature stories related to wildland fire prevention and mitigation programs.

Works with local homeowners, community stakeholders, tribal, state, and federal agencies in an effort to educate and mitigate potential threats to communities from wildland fire.

Coordinates the identification of issues and the mitigation of wildland/urban interface risks to homeowners and communities from wildland fire and hazardous fuels. Develops, coordinates, implements and monitors educational meetings, events, and programs with local communities to reduce loss resulting from wildland fire.

Must be generally knowledgeable of Bureau programs and activities so that public contact in the area can be satisfactorily made..

Must possess public communication skills that allow the individual to interact with various assemblies, groups may consist of formal or informal large or small settings.

In depth knowledge of computer techniques and word processing software in order to develop, implement, maintain and edit the Wildland Prevention Plan and other program plans.

POSITION DESCRIPTION

Must possess skills in orienteering Global Position System (GPS), compass, reading topographic and quad maps, and multi-channel radio communications in order to locate fires and conduct operations safely and effectively.

RECRUITING INDICATORS (Knowledge Skills and Abilities)

Professional knowledge of natural resource management, fire ecology, fire behavior, and fire management theories, concepts, principles, and standards in a wildland fire environment specializing in prevention and mitigation.

Must have the ability to manage own time and the time of others.

Ability to conduct and facilitate meetings, effectively organize, coordinate and present workshops and training sessions involving all aspects of wildland fire prevention and mitigation.

Must have the ability to identify complex problems and review related information to develop and evaluate options and implement solutions.

Must have the ability to provide guidance and direction to subordinates, including setting performance standards and monitoring performance.

Must have ability to communicate with people inside and outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or by email.

MINIMUM QUALIFICATIONS (Education and Training)

Bachelors degree in biological sciences, agriculture, natural resource management, or a related discipline appropriate to the position being filled and Qualified as a Single Resource Boss, **AND** a FFT1.

OR

A two-year degree in fire science or forest science. **AND** Qualified as a Single Resource Boss **AND** 2 years experience at the Supervisory level.

OR

High School Diploma or GED **AND** Qualified as an ICT5 (**ICT4 Preferred**), **AND** a Single Resource Boss (e.g. DOZB, ENGB, CRWB) **AND** 4 years of progressive experience at the supervisory level.

POSITION DESCRIPTION

SPECIAL REQUIREMENTS

Possession of a valid Washington State Driver's License, in addition, employee must also qualify for the Bureau of Indian Affairs driving certification.

Must have the ability to pass the pack test with a moderate rating.

Must be able to work weekends, holidays, and a flexible schedule when required

This position has been identified as a "Safety Sensitive" position. Pursuant to CCT policies is **subject to pre-employment, post accident, and random drug testing.**

SIGNATURES:

EMPLOYEE SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE

PERSONNEL REPRESENTATIVE SIGNATURE

DATE

POSITION DESCRIPTION

CLASS TITLE: Fire Prevention Assistant

CLASS CODE: _____

RANGE: 18A-H DOE

PROGRAM/DEPARTMENT: Fire Management / Natural Resources

REPORTS TO: Prevention Officer

BASIC FUNCTIONS OF WORK

The Fire Prevention Assistant will assist in carrying out the Colville Reservation Wildland Fire Prevention Plan. Activities in this position include public education, participation in parades, representing Smokey the Bear, and Wildland Home Assessments. Incumbent will assist in developing strategies to help home owners reduce the threat of fire and increase defensible space. Another responsibility of this position will be reviewing and approving burn permits.

SUPERVISION RECEIVED

Work is performed under the supervision of the Prevention Officer. Instructions are specific in nature as to day to day assignments.

SUPERVISION EXERCISED

Supervision is not a regular duty of this position, however, leadership is. The person in this position is expected to advance in the ICS system, which will entail supervising crew members.

REPRESENTATIVE EXAMPLES OF WORK (Specific Functions)

Assists in monitoring the fire danger levels, changes signs when appropriate
Participates in local parades promoting fire prevention
Assists in child education programs at the local schools
Fire investigation; cause and determination
Creating and submitting public service announcements
Conduct Home Assessments
Wildland Fire Fighting

RECRUITING INDICATORS (Knowledge Skills and Abilities)

Must have ability to communicate with people inside and outside the organization, representing the organization to the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or by email.
Must have ability to make spreadsheets in Microsoft Excel and write Documents in Microsoft Word
Must have general fire behavior knowledge
Skill in applying fire cause determination techniques, practices and procedures
Skill in applying hazard and risk assessment processes
Knowledge of the Incident Command System

POSITION DESCRIPTION

Ability to perform duties under stressful and adverse operating conditions, such as long hours, heavy workloads, emergency situations, adverse working, environmental and political conditions

MINIMUM QUALIFICATIONS (Education and Training)

Minimum: A two-year degree in fire science or forest science. **and** Qualified as a FFT1

OR

High School Diploma or GED **AND** Qualified as an ICT5 (**ICT4 Preferred**), **AND** a Single Resource Boss (e.g. DOZB, ENGB, CRWB)

SPECIAL REQUIREMENTS

Possession of a valid Washington State Driver's License. In addition, employee must be insurable under the Tribe's licensing requirements.

Must have the ability to pass the pack test with an arduous rating.

Must be able to work weekends, holidays, and a flexible schedule when required

This position has been identified as a "Safety Sensitive" position. Pursuant to CCT policies is **subject to pre-employment, post accident, and random drug testing.**

SIGNATURES:

_____ EMPLOYEE SIGNATURE	_____ DATE
_____ SUPERVISOR SIGNATURE	_____ DATE
_____ PERSONNEL REPRESENTATIVE SIGNATURE	_____ DATE