

APPENDIX A
C-T Delegations

File Code: 1230 Delegation of Authority
6120 Programs, Standards, Actions,
Documents

Date: March 8, 2005

Subject: Delegation of Authority

To: Chris Ourada, Fire Aviation and Air Program Leader C-T NF

Effective April 1, 2005 you are delegated authority for the following items.

1. Representing the Caribou–Targhee Forest in the Eastern Idaho Multiagency Coordination Group in setting priorities and allocating resources for fire emergencies.
2. Assuring that fully qualified personnel are used on wildfire and prescribed burn operations under the Caribou-Targhee administration, protection agreements, or for requested assistance. Approve Fire Qualifications (Red Cards) for all personnel in the area as specified in the NWCG 310-1 and FSH 5109.17.
3. Ensure all incidents are staffed, managed in a safe and cost effective manner, as specified in the approved Forest Fire Management Plan
4. Coordinate preposition, send and order aviation resources in response to current and anticipated area fire concerns.
5. Prepare WFA's and overhead team requests for the Forest Supervisor.
6. Represent the Caribou–Targhee Forest on the Interagency Board of Directors.
7. Coordinate the forest fire mitigation and prevention, and public information programs with both internal and external sources as requested and directed by national guidance.
8. Request and oversee distribution of severity funding and other special funding sources for the fire and aviation programs.
9. Prepare Performance appraisals for the Headquarters fire staff and administer their performance while acting as the Forest Fire Management Officer.
10. Signing authority for Wildland fire Use as described in the C-T Wildland fire Use Qualifications standards.

/s/ Jerry Reese

Jerry Reese

Caribou-Targhee Forest Supervisor

FIRE USE APPROVAL AUTHORITY
Knowledge and Experience Requirements¹
Caribou-Targhee National Forest - 2005

<u>WILDLAND FIRE USE</u>	<u>KNOWLEDGE REQUIRED TO APPROVE WILDLAND FIRE USE PLANS</u>		<u>EXPERIENCE REQUIRED TO APPROVE WILDLAND FIRE USE PLANS</u>
	Name	Fire Management Leadership ²	Fire Use Applications or Regional Equivalent ³
Line Officers	indicate the knowledge requirement has been met by filling in the most recent date the training was attended; a blank entry indicates the knowledge requirement has not been met		indicate the experience requirement has been met by filling in the most recent date the experience was attained; a blank entry indicates the experience requirement has not been met
Jerry Reese; FS – S.O.	(A) 2003	(A) 1995	(A) 2003
Chris Ourada; FAAPL – S.O.	(A) 2003	(B) 2002, (C) 2001 (D) 1995, (F) 2000 (G) 1999	(B) 2003 (C) 2003
Others who may be delegated WFU approval authority when fully qualified			
Carol Lyle; FEBC – S.O.	(A) 2003	(B) 1988	
John Kidd; FFS – DRD	(A) 2003	(C) 2000, (F) 2000 (G) 1999	(B) 2003 (C) 2003
Kraig Carroll;– AFMO – SZ	(A) 2003	(F) 2000	(C) 2003
Dylan Johnson-AFMO-EZ			
Garth Alleman-ZFMO-EZ			
Adrienne Keller; DR- ARD/IPRD	(A) 2003	(A) 1998, (F) 2000	(B) 2003
Robert Mickelsen; DR-DRD	(A) 2004	(B) 2003	(B) 2004 Stage II
Jay Pence; DR- TB RD	(A) 2003	(C) 2004	(B) 2004 Stage II
Dennis Duehren; DR - MRD	(A) 2004	(B) 2003	
Dave Whittekiend; DR - SSRD	(A) 2004	(B) 2001	(B) 2004 Stage II
Larry Zajanc-ZFMO-SZ	(A) 2003		
Ron Dickemore DR - PAD	(A) 2004	(B) 2005	
Jerry Tower DR - PRD	(A) 2004	(B) 2003	

¹ requirements set by FSM 5100, Regions 4 Supplement No. 5100-2004-2, 5140.Fire Use.

² may be met by completing (A) forest sponsored wildland fire use workshop or meeting that addresses the following: Required elements of a wildland fire implementation plan (WFIP), Review of Wildland and Prescribed Fire Management Policy Implementation Procedures and Reference Guide, Review of FSM 5140 and regional fire-use supplement, Qualifications of fire personnel, 5109.17, Developing and using worst-case scenarios, Discuss lessons learned from past wildland fire-for resource benefit fire events.

³ may be met by completing (A) National Fire Management Leadership course, or (B) Northern Rockies Local Fire Management Leadership course (formerly Local Fire Management for Agency Administrators Local Fire Management Leadership). (C) S-580 Advanced Fire Use Applications, or former courses: (D) National Parks and Wilderness Fire Management (prior to 2000), or (E) Northern Region Wilderness Fire Management (prior to 2000), or (F) Wildland Fire Use workshop (2000), (G) Wildland Fire Use Policy sessions (1998, 1999), or (H) Managing Wildland Fire for Resource Benefits course.

⁴ may be met by (A) prior experience as approving official for a WFU event, or (B) on-the-job training assignment with fully qualified WFU approving official, developing WFIP through Stage III, or (C) prior assignment as a unit fire management officer with WFU program experience.

Greg Burch ZFMO, PRD		(A) 2005, (B)2005	
Jeff Hill AFMO, PRD		(A), 2005), (B)2005	

FIRE USE APPROVAL AUTHORITY

Knowledge and Experience Requirements⁵ Caribou-Targhee National Forest - 2005

<u>PRESCRIBED FIRE</u> Name	<u>KNOWLEDGE REQUIRED TO APPROVE PRESCRIBED FIRE PLANS</u>		<u>EXPERIENCE REQUIRED TO APPROVE PRESCRIBED FIRE PLANS</u>
	Fire Management Leadership ⁶	Regional LO Wildland Fire Use & Prescribed Fire Workshop ⁷	Prescribed Fire Approval Experience ⁸
Line Officers	indicate the knowledge requirement has been met by filling in the most recent date the training was attended; a blank entry indicates the knowledge requirement has not been met		indicate the experience requirement has been met by filling in the most recent date the experience was attained; a blank entry indicates the experience requirement has not been met
<i>Jerry Reese; FS- C-T NF -SO</i>	(A) 2004	(A) 1995	(A) 2003
<i>Carol Lyle; FEBC – C-T NF - SO</i>	(A) 2004		
<i>Chris Ourada; FAAPL C-T NF-SO</i>	(A) 2004	(B) 2002	(C) 2003
<i>Adrienne Keller; DR- ARD/IPRD</i>	(A) 2004	(A) 1998	(A) 2004
<i>Robert Mickelsen; DR-DRD</i>	(A) 2004	(B) 2003	(A) 2004
<i>Jay Pence; DR- TB RD</i>	(A) 2004	(B) 2003	(A) 2004 (C) 2000
<i>Ron Dickemore; DR-PRD</i>	(A) 2004	(B) 1998	(A) 2004
<i>Jerald Tower; DR - WRD</i>	(A) 2004	(B) 2003	(A) 2004
<i>Dennis Duehren; DR - MRD</i>	(A) 2004	(B) 2003	(A) 2004
<i>Dave Whittekiend; DR - SSRD</i>	(A) 2004	(B) 2001	(A) 2004 (B) 2001
<i>John Kidd FFS – S.O.</i>	(A) 2004		
<i>Gina Martin FP – S.O.</i>	(A) 2004		

⁵ requirements set by FSM 5100, Region 4 Supplement No. 5100-2004-2, 5140-Fire Use.

⁶ may be met by completing (A) *Forest sponsored prescribed fire workshop or meeting that addresses the following: Required elements of the RX Burn Plan, Use of Prescribed Fire Complexity Rating System Guide, Review of Wildland and Prescribed Fire Management Policy Implementation Procedures, Review of FSM 4150, Preparation of implementation of contingency and holding plans, Qualifications of fire-use personnel listed in FSH 5109.17, Developing and using worst-case scenarios, Discuss lessons learned from past prescribed fire events.* To maintain qualifications and keep current on Agency policy, line officers must attend this workshop once every 3-years

⁷ may be met by completion of (A) *Fire Management for Agency Administrators*, **or** (B) *Regional or National Fire Management Leadership course*.

⁸ may be met by (A) *prior experience as approving official for prescribed fire*, **or** (B) *on-the-job training assignment with fully qualified prescribed fire approving official*, **or** (C) *prior assignment as a unit fire management officer with prescribed fire program experience*.

**Caribou-Targhee National Forest
WFSA Signature Authority 2005**

<u>C-T WFSA Approval Authority</u> Name	Knowledge Required to Approve WFSAs¹	Alternative Until Quals obtained²
*Jerry Reese (up to \$10 MM)	(A) 2003 (B) 1995	(C) 2002
*Robert Mickelsen (up to \$2 MM)	(A) 2003 (B) 2003	(C) 2002
Adrienne Keller	(A) 1994 (B) 1998	(C) 2002
Jay Pence	(B) 2003	(C) 2002
Ron Dickemore	(A) 1988 (B) 2005	(C) 2002
Jerald Tower	(B) 2003	(C) 2002
Dennis Duehren	(B) 2003	(C) 2002
Dave Whittekiend	(A) 2000 (B) 2001	(C) 2002
Carol Lyle		(C) 2002

*Individuals with current complete signing authority.

¹(A) Participated in at least 1 WFSA certification process, **and** (B) completed Local Fire Management Leadership Training.

²(C)Attend a Regional Line Officer Seminar covering WFSA, DOA etc.. **and** Assign a qualified line officer and WFSA specialist to mentor and advise the WFSA/DOA process.

6120 Programs, Standards, Actions,
Documents

Subject: Delegation of Authority

To: Kathy Pipkin, Eastern Idaho Interagency Dispatch Center Manager

Effective April 1, 2005 you are delegated authority for the following items.

11. Represent the Bureau of Land Management Upper Snake River District, Eastern Idaho Area and the Caribou-Targhee National Forest, in directing the Center and acting in my behalf in coordinating the Multi Agency Coordinating Group in setting priorities and allocating resources for fire emergencies.
12. Coordinating all smoke management activities and reporting in the Eastern Idaho Fire Area, including suspending prescribed fire and burning permits when smoke conditions warrant.
13. Assure that fully qualified personnel are used in the Center and when assigning dispatchers to wildfire incidents under Eastern Idaho Area's of administration, protection agreements or for requested assistance.
14. Coordination, preposition, send and order fire and aviation resources in response to current and anticipated area fire conditions based on the FMO/AFMO requests and planning level requirements.
15. Oversee the Eastern Idaho Interagency Fire Center for all agencies and represent the Bureau of Land Management and the Caribou-Targhee National Forest on the Interagency Board of Directors.
16. Approve the Fire Center's request for overtime, hazard pay, and other premium pays.
17. Ensure all incidents are assigned staffing, as specified in the approved Fire Management plan for individual agencies.
18. Coordinate and provide all fire suppression and prevention information to internal and external sources as requested or specified in the Area Fire Information Plan.
19. Coordinate and direct all Fire Center fire funding accounts to assure Fiscal guidelines for fire and MLR accounts are adhered to and funding targets are met.
20. Find, order and track all aviation resources according to the Center's Agencies Aviation plan(s) and as directed/requested by Aviation Managers.
21. Submit Overhead team request for as directed by individual agency Fire Managers or Agency Administrator.

/s/ Christopher P. Ourada

Christopher P. Ourada
Fire and Aviation Program Leader
Caribou-Targhee National Forest

File Code: 1230 Delegation of Authority

Date: March 15, 2005

6120 Programs, Standards, Actions,
Documents

Subject: Delegation of Authority

To: Robert Barnes, Caribou-Targhee National Forest Aviation Officer

Effective April 1, 2005 you are delegated authority for the following items.

1. Coordinate the aviation activities for the Caribou-Targhee National Forest and represent the Forest FMO concerning all aviation activities for the forest.
2. Assure that all aviation personnel working within the Caribou-Targhee Forest are fully qualified for the missions they are assigned, facilitate training assignments for those who may be trainee's, and approves all local training courses for air resources as specified in the NWCG 310-1 and FSH 5109.17.
3. Assure all non-fire flights are approved in advance and all required documentation is complete.
4. Ensure all area flights are staffed, and managed in a safe and cost effective manner, as specified in national, regional and local Aviation Plans.
5. Coordinate with local helicopter managers for cost estimates and needs for severity funding as requested by the Forest Fire Management Staff.
6. Prepare and update as needed, all aviation project and safety plans for the forest and obtain approval at the appropriate level.

/S/ Christopher P. Ourada
Christopher P. Ourada
Fire Aviation and Air Program Leader
Caribou-Targhee National Forest

File Code: 5130

Date: March 8, 2005

Subject: Delegation of Authority to Type 5, 4 and 3 Incident Commanders

To: (*attached list*), Type 5, 4, or 3 Incident Commander

This letter is the delegation of authority to you as a Type 5, 4 or 3 incident commander who may supervise the initial or extended attack activities of wildland fire suppression on the Dubois, Ashton/Island Park, Teton Basin, Palisades, Westside, Soda Springs, or Montpelier Ranger Districts. With this responsibility, you must be able to recognize when to engage by committing firefighters to a tactical plan, and when to disengage. You must develop a specific plan of action, communicate that plan to the personnel under your command, and be sure they understand it and can accomplish the objectives set by it. You will be expected to watch for changing conditions and adjust the plan and mitigate hazards to meet the fire on your terms, and not those of the fire. No acre is worth a human life.

The following objectives are critical to managing all initial attack and extended attack incidents on the Caribou-Targhee National Forest:

1. All incident activities must provide for firefighter and public safety. The Ten Standard Fire Orders will be adhered to by every firefighter. They are firm; we won't bend them, and we won't break them. The Eighteen Watch-Out Situations must be evaluated and mitigated before you engage your organization on the fire ground. You will ensure that Lookouts, Communications, Escape routes, and Safety zones are established, will be effective, and are continually evaluated and adjusted as needed during the incident. You are expected to convey these requirements to all personnel assigned to the initial attack or extended attack organization you are supervising, and to monitor compliance and document specific measures you take to ensure adherence to these safety standards. Any violation of the Standard Orders or failure to mitigate Watch-Out Situations will also be documented, along with appropriate actions taken to correct and improve performance.
2. As incident commander, you will personally monitor for cumulative fatigue and ensure that employees receive adequate opportunity for rest on the fireline. For incidents that exceed one operational period, the 2-for-1 work-to-rest guidelines must be followed. The reason for any work shifts that exceed 16-hours in length will be documented along with measures you took to reduce fatigue.
3. All activities will be executed in accordance with the appropriate suppression response and land management direction for the area on which the fire is burning. That information will be obtained from the district fire management officer or duty officer, and may be referenced in the Forest Fire Management Plan.
4. Minimize suppression-related impacts to protect natural resources and improvements that occur in the fire area. Follow the intent of minimum impact management tactics by only employing resources and tactics that are necessary to accomplish the suppression objectives. If you are supervising fire suppression activities in a wilderness area any use of mechanized equipment must first be

approved by the respective District Ranger or designated acting after concurring with the Forest Supervisor. Show respect for private property and citizens in the fire area.

5. You will provide all personnel assigned to an incident under your command with a thorough briefing before they engage on the fire ground. The briefing will include, at a minimum, organization (ground, air, and logistics), communications, current and anticipated fire weather and fire behavior, safety expectations and risk management (mandatory elements are anchor points and LCES), incident objectives, and specific tactical assignments.
6. If cooperators, including other Federal, state, or local fire suppression forces join in the initial or extended attack response you will be expected to include those forces in the incident organization and encourage them to participate in development of tactics to safely and efficiently meet the objectives for the incident. It is crucial that effective communications be established with cooperator resources on a single incident.
7. If for any reason a change in command is required, you will contact the personnel assigned to the incident (in person or through radio communication to resource leaders), the district duty officer, and EIIFC and inform them of the name of the new incident commander.
8. If additional direction is required for a specific incident you are assigned to, that will be provided to you by the respective district fire management officer or duty offer at the appropriate time.

We are pleased to recognize your qualifications as an incident commander. This is a position that is held in trust by the line officers who delegate the critical responsibility of this job to you, by the public whose resources and interests you are helping to protect, and most of all, by your fellow firefighters whose safety is largely dependent on how you carry out this responsibility. We wish you to have safe and successful assignments.

/S/ Jerry Re

Jerry Reese

Caribou-Targhee Forest Supervisor

/S/ Adrienne Keller

Adrienne Keller

District Ranger, Ashton/Island Park RD

/S/ Robert Mickelsen

Robbert Mickelsen

District Ranger, Dubois RD

/S/ Jay Pence

Jay Pence

District Ranger, Teton Basin RD

/S/ Ron Dickemore

Ron Dickemore

District Ranger, Palisades RD

/S/ Jerald Tower

Whittekend

/S/ Dave

Jerald Tower
 District Ranger, Westside RD
 RD

Dave Whittekiend
 District Ranger, Soda Springs

/S/ *Dennis Duehren*
 Dennis Duehren
 District Ranger, Montpelier RD

EIIFC Incident Commanders
 Types 3, 4 and 5

ICT3	ICT4	ICT5
Garth Alleman	Michael Byers	Dave Tingley
Skip Hurt	Spencer Johnston	Chad Martin (T)
Greg Burch	Justin Kidd	Becky Randall
Kraig Carrol	Ben Krupski	Cindy McCulloch
Jim Cox	Shane Olpin	Bobbette Rowe
Steve Davis	Fred Swanstrum	Rayce Angell
Chris Ourada	Larry Wolf	Steve Carlson
Jeff Hill	Dave Woodcock	Christy Bullard
Bart Hogan	Denzil Burnside	
Dylan Johnson (T)	Craig Shepherd	Courtney Allred
Dusty Hincks	Mark Redfox (T)	Dave Whittekiend
John Kidd	Jared Mattson	
Steve Stroud	Thad Petersen	Matt Fitch
Maurice Young	Rebecca Phelps	Ryan Galloway
Larry Zajanc	Clay Ybright	Larin Nalder
Gary Bishop (T)	Clint Bastian	Ash Phelps
Clint Bastian (T)	Gene Hodges	
Bob Mallett	Michael Johnston	Jason Ewing (T)
Tye Petersen	Jeff Liday	Damon Gillespie
Bill Swann	Gary Bishop	Spencer Cowley
Richard Zimmerman	Bill Davis (Ashton)	Sally Roberts/R3 Helicopter
Darron Williams	Larin Nalder (T)	Brandon Vaughan
Russ Brengman	Kelly Hoffer	Cory Berkebile
Randy Anderson	Chris Kirby	Brian Judge
Rick Belger	Rick Martin	Steve Diers
Jeff Gardetto	Matt Rendace	Mike Sedelmeyer
Joel Gosswiller	Monica Zimmerman	Conrad Anderson (T)
Mike Johnston	Randy Jacks	Brian Nate (T)
Richard Roberson	Rob Berger	
	Will Briggs	
	Stoney Mattson	
	Ryan Hoffer	

	Zac Brouillette	
	Dustin Williams	
	Laron Johnson	
	Todd Cordell	
	Micah Haughland	
	Wade Christophersen	
	Manuel Gil /R3 Helicopter	
	Alex Stone /R3 Helicopter	
	Tim Beck /R3 Helicopter	
	Malcom Macroberts/R3 Helicopter	
	Kevin Knapp (T)/R3 Helicopter	
	Richard Bare	
	Courtney Allred (T)	
	Ash Phelps (T)	

File Code: 1230 Delegation of Authority
6120 Programs, Standards, Actions,

Date: March 15, 2005

Documents

Subject: Delegation of Authority

To: Garth Alleman, Greg Burch, Larry Zajanc, Skip Hurt,

Effective April 1, 2005 you are delegated authority for the following items.

1. Assuring that fully qualified personnel are used on wildfire and prescribed burn operations under the Caribou-Targhee administration, protection agreements, or for requested assistance.
2. Responsible for the implementation of all preparedness, suppression and fire use management activities on the District. This includes program management, supervision, training, and career enhancement and target accomplishments with strict adherence to policy, direction and plans. Zone FMOs are responsible for participating in Forest-wide wildland fire preparedness activities and assuring their respective staffing levels meet budget and safety standards.
3. Assures prescribed fire burn plans include: (1) operations that comply with the defined parameters; (2) development and execution are done with trained and qualified personnel; (3) organizational size and structure reflects safety, risk, and complexity; (4) if on-site conditions change during execution of the burn, ensures the appropriate contacts are made and documented accordingly; and (5) District Rangers are informed of site-specific activities. Monitors and evaluates all district prescribed management ignitions, initiates reviews as required and recommends necessary adjustments to accomplish the predetermined objectives.
4. Will assist the District Ranger in organizing and identifying team members to complete a WFSA or WFIP, and assure the appropriate suppression or management response is implemented.
5. If appropriate, collaborate with the District Ranger and FFMO during the initial fire assessment, WFIP, Stage I, addressing natural ignitions as potential wildland fire use candidates within their respective administrative boundaries. Recommends the appropriate management response to the Forest Supervisor within 2 hours of wildland fire confirmation.
6. Responsible for briefing the District Ranger, FFMO and Forest Supervisor on the site-specific details of the WFIP(s) prior to the decision to approve or deny the recommended response
7. Ensures that those involved in wildland fire activities on the district comply with the 30-mile hazard abatement plan and general firefighter safety policies.
8. Ensure all incidents on your zone are staffed, managed in a safe and cost effective manner, as specified in the approved forest Fire Management Plan.

9. Coordinate the forest fire mitigation and prevention, and public information programs on your zone with both internal and external sources as requested and directed by national guidance.

10. Prepare Performance appraisals for the zone fire staff and administer their performance as the Zone Fire Management Officer.

/S/ Jerry Reese

Jerry Reese

Caribou-Targhee Forest Supervisor