



Danny Rhynes Interagency Training Center
602 S. Tippecanoe Ave.
San Bernardino, CA 92408
(909) 382-2984 Fax (909) 382-4192
Email: drtc@fs.fed.us

Memorandum

DATE: December 12, 2011

SUBJECT: I-300 Intermediate Incident Command System

TO: Students

You have been selected to attend I-300 Intermediate ICS training session at the Danny Rhynes Interagency Training Center on January 30 – February 2, 2012. **Class will begin at 1300 hours on Monday, January 30 and conclude at approximately 1700 hours on Thursday, February 2.**

Course Description:

This course provides description and detail of the Incident Command System (ICS) organization and operations in supervisory roles on expanding or Type 3 incidents. Topics include: ICS fundamentals review, incident/event assessment and agency guidance in establishing incident objectives, Unified Command, incident resource management, planning process, demobilization, transfer of command, and close out.

Trainee prerequisites are:

1. Successful completion of I-100 Introduction to ICS.
2. I-200 Basic ICS.

Please bring the following items to class the first day:

1. Fireline Handbook that includes Appendix "B".
2. Field Operation Guide
3. Agency "Red Book" (Interagency Standards for Fire & Aviation Operations).

****ALL STUDENTS: Please complete and return the pre-registration form to the training center no later than close of business **Tuesday, January 17, 2012.****
FAX copies are sufficient.

Tuition:

Your tuition cost is **\$300.00**

All students must submit a NWCG Nomination Form with proper agency charge codes and signatures for payment. Forms can be attained on-line at: “nationalfiretraining.net”.

Billing Information:

Forest Service (Other Regions): The approved NWCG Nomination Form will be used for payment. This form must include proper agency charge codes and signatures.

Other Federal Agencies: The approved NWCG Nomination Form will be used for payment. This form must include proper agency codes, agreement numbers and signatures.

Other Non Federal Agencies: It is recommended that students pay with check or money order at the facility at the start of class. There is an additional 7.1% administrative fee added to this tuition charge. If payment is not received, a bill of collection will be issued to your agency.

Cancellations: Cancellations must be made one week prior to the course start date. If a cancellation occurs after the one-week cut off and the slot goes unfilled, there will be a charge not to exceed the tuition charge for the course.

The last date to cancel for this course is January 17, 2012.

If a student cancels within the two-week period and pre work has already been received, the student needs to return pre work to the training facility.

Dress: Students are to wear casual office attire. This means attire suitable for public contact (no shorts, tank tops, flip flops, etc).

Any questions regarding this course may be directed to your unit training coordinator or appropriate training representative. If you are self-sponsored, you may contact the training center directly at drtc@fs.fed.us

Travel: For travel and lodging information navigate on the internet to the DRTC website: <http://www.fs.usda.gov/goto/sanbernardino/travel>

Kristel Johnson
Forest Training Officer

Enclosures:

Student Pre-Registration Form
Training Center & Lodging Information
Local Area Map