



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: January 31, 2013

SUBJECT: L-381 Incident Leadership

TO: Course Participant

You have been selected to attend the L-381 Incident Leadership training session at the Danny Rhynes Interagency Training Center on March 4-8, 2013. Class will begin on Monday, March 4 at 0800 and will end around 1400 Friday, March 8, 2013. The approximate schedule for the training hours, as follows:

Monday, March 4 – 0800-1745
Tuesday, March 5 – 0800-1730
Wednesday, March 6 – 0800-1730
Thursday, March 7 – 0800-1730
Friday, March 8 – 0700-1400

See attached Mission-Centered Solutions Letter

Objective

The intent of this training is to provide future leaders of divisions, groups, and type 3 incidents with the leadership tools to effectively exert command and control over a quickly assembled team in a time constrained and rapidly changing incident environment.

Course Prerequisites

Qualified as any strike team leader, task force leader (TFLD), or incident commander type 4 (ICT4).

OR

Successful completion of Followership to Leadership (L-280).

Pre-Work & Items to bring to class:

1. See attached Mission-Centered Solutions Letter.
2. Hand held radio – programmable
3. Hard hat, fire shirt, & gloves

****ALL STUDENTS:** Please complete and return the pre-registration form to the training center no later than close of business **Tuesday, February 19, 2013**. Emailed or Faxed copies are sufficient.

Tuition

Your tuition cost is \$1350.00

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 8% 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 two weeks prior to the course start date. If a cancellation occurs after the two-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 February 19, 2013.**

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.

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

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

Kristel Johnson
Forest Training Officer, DRTC

Enclosures:

Pre-registration
Pre-work

PRE-REGISTRATION FORM
DANNY RHYNES INTERAGENCY TRAINING CENTER

FAX: 909-382-4192

ALL Blocks MUST be Completed

Course

Title: L-381 Incident Leadership **Date:** March 4-8, 2013

Trainee Name _____ **Email** _____

Agency:

FS: Forest: _____ District: _____

Region _____ Unit: _____

Other Agency: _____ *(Ranger Unit/Station)*

(County – City – OES – CHC Student – NPS – BLM – USCG / Use your three letter designator.)

Work Address: _____

(Mailing Address of your unit headquarters.) (City – State – Zip Code)

Phone

Number: _____ **Fax Number:** _____

Supervisor Name/Title _____ **Phone:** _____

Training Officer Name: _____ **Phone:** _____

**RETURN THIS FORM TO THE
TRAINING CENTER
BY COB:**

Tuesday, February 19, 2013