File Code: 5100; 1230  Date:  
Route To:  
Subject: Delegation Of Authority - Type 3, 4, & 5 Incident Commanders, Tonto National Forest  
To: All Type 3, 4, 5, Incident Commanders Tonto NF  

This letter is a Delegation of Authority for you to serve, within the scope of your individual certified qualifications, as a Type 3, 4, and 5 Incident Commander (IC) during the initial and/or extended attack phase of wildland fire response on lands protected by the Tonto National Forest. As an incident commander, if you believe that you need a more specific delegation of authority for the incident you are being asked to manage you may request one from the line officer under whose authority you will operate.  

We recognize and acknowledge that wildland fire response is a dynamic environment with inherent risks to you and those under your command. We want to emphasize our support to you when making difficult and critical decisions in support of fire and resource management. We will personally stand in support of each incident commander, regardless of outcome, as long as you fulfill your role and responsibilities within the scope of your qualifications, in accordance with agency policy and guidelines and “with due caution”. Incident Commanders who act with due caution can answer two questions in the affirmative:  

- Did you have a plan that was consistent with agency policy and guidelines?
- Did you follow the plan?

For every assignment, we expect you to STOP, THINK, TALK, then ACT.
Develop a specific plan of action with clear objectives, communicate that plan to the personnel in your command, and be sure they understand and can accomplish their assignment safely. You will be expected to watch for changing conditions and adjust the plan and assignment of personnel to safely meet the situation on your terms and not those of the fire. We want to, once again, emphasize the concept of the 5 R’s – where we work together, in cooperation with our partners, to ensure that each fire has the 1) Right Plan, 2) is in the Right Place, 3) at the Right Time, 4) with the Right Assets, 5) for the Right Duration. Careful attention to the five R’s will limit unnecessary exposure and expenditure.  

The following direction is provided to you for managing wildland fires on lands protected by the Tonto National Forest:  

1) Incident objectives must provide for firefighter and public safety above all else. You will ensure that Lookouts, Communications, Escape routes, and Safety zones (L CES) are established, evaluated, and adjusted as needed during the incident.  

2) Convey clear and concise intent and accurate information (e.g. roads, fuel type breaks,
perimeter objectives, etc.) on every wildfire. Objectives must be clearly defined and mutually understood.

3) Brief all personnel assigned to your incident before they engage on the ground. At a minimum it can be stated as “what are the values at risk, what are we doing”, and “why”. The briefing should include incident size-up, communications, current and anticipated weather, fire behavior, safety expectations, incident objectives, specific tactical assignments, and trigger points for delaying, modifying, or abandoning firefighting actions. This briefing will be documented in the Incident Organizer.

4) Develop and implement viable, decisive tactics for the incident in accordance with the appropriate management response, and the land and fire management direction for the area on which the fire is burning. Requests for the use of motorized or mechanized equipment within wilderness will be handled by the Line Officer with jurisdictional authority, or a designated Acting. We want to make clear that Incident Commanders (ICs) have the authority to supersede cultural or natural resource considerations and constraints; if necessary, to provide for the immediate safety of the firefighters or the public. You will need to document all wilderness intrusions.

5) Personally monitor cumulative fatigue, and ensure that employees receive adequate opportunity for rest during the fire assignment. For incidents that exceed one operational period, the 2-to-1 work/rest ratio must be followed. Excess hours must be approved by a responsible Line Officer and that approval, along with the measures you took to reduce fatigue, will be documented in the incident record. It is anticipated that this fire season will once again be of a long duration. Please pay particular attention to fatigue as it relates to driving safety for firefighters returning home from the assignment.

6) Maintain command and control of the incident at all times. Operational decisions must be based on implementation of risk assessments as outlined in the Incident Response Pocket Guide (IRPG). Risk mitigation measures must consider the probabilities of exposure, long-term consequences, and fire danger trends Weighed against the Values at Risk. Reassess and delay, modify, or abandon suppression activities immediately if the selected strategy and tactics cannot be implemented safely. Embrace the Seven Standards for Managing Incident Risk as outlined in the 2016 Forest Service Wildland Fire Risk Management Protocols.

7) The use of the Medical Incident Report found in the IRPG is expected in the event a medical incident occurs in the response to your assigned incident. The Tonto National Forest fire organization is committed to following this standardized approach and support to an injured fire fighter. Additional information is found within Emergency Medical Care Guidelines in the IRPG.

8) Minimize suppression-related impacts to protect natural resources and improvements in the fire area. Follow the intent of minimum impact suppression tactics by only employing resources and methods that are necessary to accomplish the objectives set for the incident. Familiarize yourself and adhere to the guidelines and reporting requirements.
associated with the application of retardant and foam near waterways and Threatened/Endangered Species habitat, and the prevention and spread of aquatic and invasive organisms. Ask for natural resource specialist help, if needed, on the incident.

9) If cooperators, including federal, state, or local fire suppression forces join in the initial or extended attack response, you will be expected to establish effective communications immediately to assure a coordinated and safe response.

10) If a change in command is required, you will contact the personnel assigned to the incident, the Duty Officer, and Phoenix Dispatch to inform them of the name of the new Incident Commander and the time of official transfer of command.

11) Work with the Duty Officer and local Fire Managers to provide incident information and provide quality training opportunities in a timely and systematic manner.

12) We expect all human resource issues be personally reported to the Line Officer with authority. Your incident is to be managed with a ZERO TOLERANCE POLICY FOR ANY TYPE OF HARASSMENT. Incident personnel who demonstrate any type of inappropriate behavior should be released immediately with the appropriate documentation and follow-up.

If additional direction is needed, it will be provided by the Line Officer and/or Duty Officer as you are briefed for your assignment. You are expected to seek clarification, if needed, and have this delegation modified as needed.

We are pleased to recognize your qualifications as an Incident Commander. Your training, experience, and dedication have prepared you to assume this responsibility. You have our confidence and support, and wishes for a safe and successful assignment.
Sincerely,

NEIL BOSWORTH
Forest Supervisor
Tonto National Forest

DEBBIE CRESS
Deputy Forest Supervisor DETAILED
Tonto National Forest

MICAHER GRONDIN
District Ranger
Cave Creek Ranger District

MARK SANDO
District Ranger
Globe Ranger District

MICAHER GRONDIN
District Ranger (Acting)
Mesa Ranger District

JEREMY PLAIN
District Ranger DETAILED
Payson and Pleasant Valley Ranger Districts

KELLY JARDINE
District Ranger
Tonto Basin Ranger District