


Wickware

Assateague Island National Seashore
Route 2, Box 111
Berlin, Maryland 21811

YL4-NER(ORM)
ASIS

July 25, 1968

Memorandum

To: Regional Director, Northeast Region
From: Superintendent, Assateague Island
Subject: "Fire Control Handbook" outline

The subject handbook outline appears to be all inclusive provided the right material follows the headings.

Our only comment regards the separation of "safety" as a separate and distinct unit of treatment. We believe that safety should be treated as a common part of all applicable sections, i.e., policy, objectives, responsibilities, fire prevention, training, equipment purchase, job descriptions, etc. This would make it a "meaty" part of each applicable case in point.

B. C. Roberts (Signed).

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HDWickware:mm 7/25/68



UNITED STATES
DEPARTMENT OF THE INTERIOR

NATIONAL PARK SERVICE

NORTHEAST REGION

143 SOUTH THIRD STREET

PHILADELPHIA, PA. 19106

IN REPLY REFER TO:

Y14-NER(ORM)

Memorandum

To: Superintendents, Acadia, Assateague, Cape Cod,
Delaware Water Gap, Fire Island and Isle Royale

From: Assistant Regional Director, Operations,
Northeast Region

Subject: "Fire Control Handbook"
Reply due: August 19, 1968

Plans are under way to begin work on the "Fire Control Handbook" during the fall and winter of 1968-1969. Please review the enclosed draft outline for the Handbook and submit your comments on recommended additions or deletions.

Please submit comments no later than August 19, 1968.

Thomas E. Whitcraft

Enclosure

Fire Control Handbook

(Outline)

I. Introduction

- A. Policy
- B. Objective
- C. Responsibilities
 - (1) Director
 - (2) Regional Director
 - (3) Superintendent
 - (a) Chief Ranger
 - (b) District Ranger
 - (c) All other personnel
 - (4) Staff Officers

II. Fire Prevention

- A. Definition
- B. Policy
- C. Objective
- D. Fire Prevention Plan
 - (1) Summary of prevention problems and actions
 - (2) Contacts
 - (3) Public education
 - (4) Closures and restrictions
 - (5) Reduction of physical hazards

- (6) Prevention information (signs, etc.)
- (7) Prevention training

E. Fire Atlas

- (1) Base map
- (2) Fire occurrence overlays
- (3) Graphs or charts
- (4) Supplemental information
 - (a) Weather records
 - (b) Fire reports
 - (c) Photographs
 - (d) Type map
 - (e) Personnel roster

F. Reduction of Fire Risks

- (1) Equipment fires
- (2) Smoker fires
- (3) Recreation fires
- (4) Forest and range utilization fires
- (5) Land occupancy fires
- (6) Incendiary fires
- (7) Miscellaneous fires

G. Closures and Regulated Use

- (1) Authority
- (2) Actions for effective use
- (3) Planned closures
- (4) Emergency closures

H. Fire Prevention Material

III. Fire Presuppression

A. Definition

B. Policy

C. Objective

D. Fire Control Plan

E. Training

(1) Minimum training standards

(2) Fire Qualifications

(a) Class 3 fire boss (multiple-crew class)

(b) Class 2 fire boss (sector class)

(c) Class 1 fire boss (division class)

(d) Class GHQ fire boss (coordinator or zone class)

(e) Class 2 line boss (sector class)

(f) Class 1 line boss (division class)

(g) Class 2 plans chief (sector class)

(h) Class 1 plans chief (division class)

(i) Class 2 service chief (sector class)

(j) Class 1 service chief (division class)

(k) Division boss

(l) Sector boss

(m) Crew boss

(n) Finance chief

(o) Comptroller

(p) Air service manager

(q) Mixmaster

(r) Air attack boss

(s) Air officer

F. Fire Equipment

(1) Purchase

(2) Use

(3) Marking

(4) Maintenance

(5) Storage

(6) Inventory

(7) Amortization of capital equipment

G. Fire Danger Measurement

(1) Purpose

(2) Spread phase

(3) Fire danger station and instrument location

(4) Operation

(5) Maintenance

(6) Fire danger prediction

H. Dispatching

(1) Park

(2) Intra-region

(3) Inter-region

(4) Intra-service

(5) Inter-service

I. Communications

J. Organization

K. Detection

- (1) Ground
- (2) Air
- (3) Combination ground-air

L. Step-Up-Plan

M. Transportation

N. Hazard Reduction

O. Safety (general)

~~P. Fire Control Plan~~

IV. Fire Suppression

A. Definition

B. Policy

C. Objective

D. Fire Control Organization

- (1) Small crew fire
- (2) Medium crew fire
- (3) Large crew fire
- (4) Multiple crew fire
- (5) Sector fires
 - (a) Two sector
 - (b) Three sector
- (6) Division fires
 - (a) Two division
 - (b) Three division
- (7) Zone fire
- (8) Coordinator fire situation

E. Fire Job Descriptions.

(1) Management

- (a) Fire boss
- (b) Comptroller

(2) Line

- (a) Line boss
 - 1. air attack boss
 - a. air tanker boss
 - b. helicopter boss

- (b) Division boss

- 1. sector boss
 - a. crew boss
 - b. squad boss
 - c. tractor boss
 - d. tanker boss
 - e. falling boss
 - f. line locator
 - g. line scout

(3) Plans

(a) Plans chief

- 1. maps-records officer
- 2. intelligence officer
 - a. aerial-photograph interpreter
 - b. general scout
- 3. fire behavior officer
 - a. meteorologist

4. public information officer
5. safety officer
6. liaison officer

(4) Service

(a) Service chief

1. camp officer
2. air service officer
 - a. air service manager (airport and heliport)
 1. mixmaster
3. equipment officer
 - a. tractor manager
 - b. truck manager
 - c. tanker manager
4. supply officer
5. communication officer

(5) Finance

(a) Finance chief

1. time officer
2. compensation-for-injury officer
3. obligation officer
4. claims officer

(6) Specialized fire teams

- (a) Line plow team
- (b) Organized tanker team
- (c) Mechanized sector
- (d) Air attack organization
- (e) Felling or saw team
- (f) Firing team

F. Fire Suppression Functions

- (1) Command function
- (2) Plans function
- (3) Service function
- (4) Line function
- (5) Finance function

G. Firefighting Principles and Procedures (General)

- (1) Planning control
- (2) Sizing up fire
- (3) Calculating job
- (4) Calculating needs
- (5) Planning attack
- (6) Scouting
- (7) Methods of attack
 - (a) ground methods
 - (b) air methods
 - (c) coordinating air-ground attack

H. Fire Suppression Safety

- (1) Safety on fires (general)
- (2) Safety on fireline
- (3) Safety in use of fire equipment
 - (a) hand tools
 - (b) motorized equipment
- (4) Safety from fire
 - (a) standard firefighting orders
 - (b) fire situations that shout, "Watch Out."

(5) Safe in travel

(a) foot

(b) vehicle

I. Use of Heavy Equipment

V. Air Operations

A. Objectives

B. Policy

C. Administration

(1) planning

(2) qualification of personnel

(3) operating requirements and procedures

D. Air Equipment

(1) Aircraft

(a) fixed wing.

(b) helicopter

(2) Radios

(3) Special equipment

(4) Base facilities

(5) Inspection of equipment

(6) Landing areas

(a) fixed wing

(b) helicopter

(7) Safety

E. Air Cargo

(1) Equipment

(2) Operating procedures

F. Reconnaissance

- (1) Operating procedures

G. Retardants

- (1) Planning
- (2) Organization
- (3) Equipment types
- (4) Use of aircraft for direct attack

H. Smokejumping and Helijumping

- (1) Smokejumping
 - (a) planning
 - (b) analysis of need
 - (c) operating procedures
- (2) Helijumping
 - (a) planning
 - (b) analysis of need
 - (c) operating procedures

VI. Financial Management for Fire Suppression

A. Accounting Procedures

B. Accounts

- (1) Presuppression (0231)
- (2) Emergency presuppression (0311)
- (3) Suppression (0312-0339)

C. Allotments to Cover Costs Incurred in Fighting Forest Fires
or for Emergency Fire Presuppression.

D. Timekeeping

E. Storehouse Operation

F. Property Accountability

G. Purchase of Equipment

(1) Account 0231 (presuppression)

(2) Account 0311 (emergency presuppression)

(3) Account 0312-0339 (suppression)

H. Commissary Operation

I. Compensation

J. Tour of Duty

(1) Maximum hours per day

(2) Maximum hours per week

(3) Female employees

K. Subsistence

L. Per diem

(1) In travel status

(2) On fire line

M. Hazardous duty pay

(1) Regular

(2) Overtime

N. Overtime pay

(1) Graded employees

(2) Wage board employees

(3) Maximum per pay period

(4) Accounts

O. Regular pay

(1) Graded employees

(2) Wage board employees

- P. Emergency Fire Fighter Wages
- Q. Recruitment of Emergency Fire Fighters
- R. Travel
 - (1) Methods
 - (2) Payment

VII. Fire Reviews

- A. General
- B. Fire Analysis
 - (1) Background information
 - (a) meteorological conditions
 - (b) fuel conditions
 - (c) topographic conditions
 - (d) detection
 - (e) communications
 - (f) dispatching
 - (g) statistical and graphic records
 - (2) Prevention action
 - (3) First phase-initial attack
 - (4) Second phase-reorganization to control fire by
1000 following day
 - (5) Third phase-major control and organizational problems.

VIII. Cooperative Agreements

- A. Objective
- B. Guidelines for Negotiating Agreements
- C. Management, Development and Administrative Considerations

IX. Organized Fire Crews

- A. Introduction
- B. Recruitment
- C. Pay (general)
- D. Physical Requirements
- E. Compensation
- F. Crew Leaders
- G. Liaison Officers
- H. Dispatching Crews
- I. Typical Crews

X. Use of Fire in Resources Management

- A. Natural Fires Allowed to Burn
 - (1) Objectives
 - (2) Responsibilities
 - (3) Plan
- B. Prescribed Burning
 - (1) Objective
 - (2) Prescription for burning
 - (3) Prescribed burning plan

XI. Appendix

- A. Appendix A (Inst. 10-400)
- B. Appendix B (Inst. 10-398)
- C. Reports
 - (1) Annual Fire Summary and Analysis-(NPS. (OR)-1)

- (2) Forest Fire Report-(NPS (OR)-5)
 - (a) Class A and B fires (Form 10-393)
 - (b) Class C and larger fires (Form 10-400)
 - (3) Prompt Report of Serious, Emergency or Unusual Occurrences-
(NPS (OR)-11)
 - (4) Regional Semimonthly Telegraphic Forest Fire Report-
(NPS (OR)-15)
 - (5) Fire Protection Acreage Summary-(NPS (OR)-16)
- D. Reference Material (all pertinent material relating to fire control will be listed in the Handbook)