

Agency Administrator Responsibilities

(Re: Thirtymile Hazard Abatement)

Action	Documentation Required
Develop and distribute Fire Danger Pocket Cards to each fireline supervisor on Type 3 – 5 wildland fires.	No
Make safety of firefighters and the public the highest priority. When a potentially life-threatening situation exists, supersede natural and cultural resource considerations if necessary to provide for safety.	No
Annually convey to Type 3 – 5 Incident Commanders your expectations and their responsibilities and authorities.	No
Provide fireline qualified individuals training on entrapment recognition and deployment protocols.	Yes
Ensure employees are mobilized in wildland fire positions for which they are qualified.	No
Formally assign an Incident Commander to all wildland fires.	Yes
Ensure supplemental inspections for safety & health hazards are conducted and documented in incident records on a minimum of 10% of the Unit's Type 3 – 5 wildland fires.	Yes
Ensure Incident Commanders on Type 1 – 3 wildland fires have no collateral duties (except duties for unfilled C&G positions).	No
Ensure fatigue is identified and appropriately managed.	No
Accomplish after action reviews on Type 3 wildland fires and for selected Type 4 – 5 wildland fires.	Yes
Monitor Incident Commander performance relative to the following actions:	
Make safety of firefighters and the public the highest priority. When a potentially life-threatening situation exists, supersede natural and cultural resource considerations if necessary to provide for safety.	No
Prepare a complexity analysis on each wildland fire at the time of initial attack as part of the size up.	Yes
Ensure all firefighting actions are in full compliance with the Ten Standard Fire Orders and mitigation of the applicable Watch Out Situations has been accomplished.	No

Agency Administrator Responsibilities

(Re: Thirtymile Hazard Abatement)

Ensure arriving ground fireline resources on Type 3 – 5 wildland fires have positive and documented contact with appropriate incident management personnel and receive a briefing.	Yes
Provide fireline qualified individuals training on entrapment recognition and deployment protocols when such training has not been provided by the home/host Units.	Yes
Manage fatigue of personnel and ensure compliance with work/rest and length of assignment guidelines.	Yes
Personally conduct inspections for safety and health hazards, including compliance with the Ten Standard Fire Orders and mitigation of applicable Watch Out Situations.	Yes
Assign personnel to fireline positions for which they are qualified, as certified by their employing agency. Assign trainees per FSH 5109.17.	No
Include compliance with the Ten Standard Fire Orders and mitigation of applicable Watch Out Situations in after-action reports.	Yes
Monitor effectiveness of planned strategy and tactics. Immediately delay, modify, or abandon firefighting action on any part of a wildland fire where strategies and tactics cannot be safely implemented.	No
Ensure that performance ratings are completed on Type 3 – 5 wildland fires for all ground resources assigned from outside the local area.	Yes
On Type 1 – 3 wildland fires, accept no collateral duties except for unfilled command and general staff positions.	No