



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

California State Office

2800 Cottage Way, Suite W1834

Sacramento, California 95825

www.ca.blm.gov

April 18, 2002



In Reply Refer to:

9210 (P)

CA-943

EMS TRANSMISSION: 4/18/02

Instruction Memorandum No. CA-2002-046

Expires: 09/30/02

To: All DSD's, CDD District Manager, All Field Managers
Attn: District, Regional and Field Office Fire Management Officers

From: State Director

Subject: 2002 Annual California Fire Readiness Review

DD: 05/6/02

As the 2002 Fire Season approaches, it is once again time to plan for the annual Fire Readiness Review. A comprehensive fire program readiness review is essential in assessing the operational readiness of your District/Field Office's fire suppression forces for the upcoming fire season. Implementation of this annual review also fulfills the Director's requirement that is identified in the *Standards For Fire and Aviation Operations*, BLM Handbook 9213-1.

The 2002 Fire Readiness Review effort will be coordinated through the California State Office, Branch of Fire and Aviation. It will also be more interagency as we will be conducting reviews on two additional National Parks located in NORCAL, Lava Beds and Redwood National Parks. The CSO Fire Staff will conduct this year's readiness review with teams made up of State, District/Regional, Field Office, and National Park personnel. The Interagency Fire Readiness Review format and software will again be utilized. It is expected to be a highly interactive fire station readiness review with full participation of Bureau and Park fire personnel.

The Readiness Review Team make-up is in the process of being identified and the Review Teams membership for each District/Area will be sent out once finalized. The ability of the selected individuals to participate on their respective teams is important to the success of the Readiness Review. To facilitate the effectiveness of this review process, participation in each field office by a District/Field Office Line Officer (or designee) and the District/Regional/Field Office Fire Management Officer, will be required. Please notify Doug Waggoner, CSO Branch of Fire and Aviation Management by **May 6, 2002**, to give him the names of those participating from your field office.

I anticipate your cooperation in ensuring that these critical fire readiness review requirements will be accommodated by you and your staff. Your support and participation in your unit's fire readiness review will serve to further our mutual goal of line officer involvement in the Bureau's fire program.

The 2002 Fire Readiness Review will focus on the following fire program areas:

- * Fire Staffing Levels and Standards
- * Individual Firefighter Evaluations
- * Preparedness
- * Physical Training/Fitness
- * Firefighter Skill/Knowledge Evaluations
- * Firefighter Annual Currency Training
- * Fire crew Personnel Composition and Diversity
- * Fire Program Management
- * Firefighter Safety
- * Fire Training
- * Fire Equipment
- * Fire Facilities
- * Fire Drills
- * Fire Qualifications
- * IQS Completion

A records/document package needs to be developed at each station for each module, to include the following items:

- Record of last Pack Test
- Blood borne Pathogen Immunizations
- Ethics and Conduct
- Currency Training
- Current Staffing Plan
- Individual Training Records
- Physical Fitness Program

This package of information needs to be readily available for the review teams. Complete and accurate physical fitness records must be present at the stations as well. They will be reviewed for completeness, accuracy and currency.

California Fire Management Officers have been contacted, prior to this memorandum, concerning their responsibilities and involvement in the 2002 Fire Readiness Review. Tentative station/office specific readiness review dates are identified in an attachment to this memorandum. My objective is to have this review completed by California Field Offices no later than June 28, 2002.

It is essential that all District/Regional/Field Office fire resources (personnel and equipment), identified for review are at their assigned duty stations on the date scheduled for their inspection.

In addition to this scheduled fire readiness review, the CSO Branch of Fire and Aviation Management will be conducting technical reviews of California BLM/Interagency dispatch centers, helicopter operations, and hot shot crews.

If you require any further information concerning the 2002 Statewide Fire Readiness Review, please contact Doug Waggoner, California State Office, Branch of Fire and Aviation Management, at (916) 978-4437.

Signed by:
J. Anthony Danna
Acting State Director

Authenticated by:
Richard A. Erickson
Records Management

1 - Attachment:
2002 Readiness Review Schedule (2 pp)

2002 California Readiness Review Schedule

California Desert District: May 18 thru May 24, 2002.

May 18 - Travel Day
May 19 - Olancho Fire Station
May 20 - Salt Wells Fire Station
May 21 - Hole-in-the-Wall Fire Station
May 22 - Apple Valley Fire Station
May 23 - Black Rock Interagency Fire Station
May 24 - Close Out with District Manager

Central California Region: June 3 thru June 11, 2002.

June 3 - Folsom Field Office
June 4 - Topaz Fire Station
June 5 - Conway Fire Station
June 6 - Benton/Bishop Fire Station
June 7 - Chimney Peak/Kennedy Meadows Fire Stations
June 8 - South Fork/Kernville Fire Stations
June 9 - Midway Fire Station
June 10 - Bakersfield Field Office Fire Resources
June 11 - Hollister Field Office

NORCAL East: June 16 thru June 21, 2002.

June 16 - Travel to Alturas
June 17 - Lava Beds National Park
June 18 - Cedarville Fire Station
June 19 - West Valley Fire Station
June 20 - Ravendale Fire Station
June 21 - Susanville Fire Station, Alturas R.A. (Close Out)

NORCAL West: June 24 thru June 28, 2002.

June 24 - Redding Field Office
June 25 - Redwoods National Park
June 26 - Arcata Field Office - King Range Fire Station
June 27 - Ukiah Field Office
June 28 - Hollister Field Office - (Optional time frame)

Close out for Central CAL and NORCAL Field Offices will be with each Field Manager after respective stations have gone through the review. Field Managers are invited to station reviews.

Hotshot Crew Readiness Reviews - 2002:

May 21 - Diamond Mountain Hotshot Crew, Eagle Lake F.O.

May 23 - Kern Valley Hotshot Crew, Bakersfield F.O.

Aviation Readiness Reviews - 2002:

May 28 - Apple Valley Helitack Crew, Apple Valley F.S.

May 29 - Keene Helitack Crew, Keene F.S.

June 20 - Ravendale Helitack Crew, Ravendale F.S.

July 2 - Porterville Air Tanker Base (T-160)

April - May: ASM (Bravo 5) - When available

Communication Center - Dispatch Reviews - 2002:

May 7 - Susanville Interagency Fire Communications Center (SIFCC)

May 9 - Owens Valley Interagency Communication Center (OVICC) Bishop

Note: Communication/Dispatch Centers are reviewed on an every-other-year rotation.