



# United States Department of the Interior



## BUREAU OF LAND MANAGEMENT

California State Office  
2800 Cottage Way, Suite W-1834  
Sacramento, CA 95825  
[www.ca.blm.gov](http://www.ca.blm.gov)

January 20, 2005

In Reply Refer To:  
9210 (CA943)P

EMS TRANSMISSION: 1/20/05  
Instruction Memorandum No. **CA-2005-015**  
Expires: 09/30/2006

To: CDD District Manager, All Field Managers  
(Attention – District/Regional and Field Office FMO's)

From: State Director

Subject: IFPM Cross Walk and Incumbent Declarations

**DD: 02/10/05**

**DD: 03/01/05**

In reference to the *Interagency Fire Program Management (IFPM) Qualifications Standards and Guides* that were implemented October 1, 2004, please complete the Unit Position Identification Work Sheets for those positions listed in appendix "C" of the Implementation Plan by February 10, 2005. Once these are completed, the Incumbent Declarations must be completed by March 1, 2005.

As stated in the DOI Implementation Memo dated June 18, 2004 signed by Assistant Secretary, Office of Policy, Management and Budget, the BLM was directed to create a safer and more professional fire program by meeting:

1. Established OPM basic requirements for GS-0455, GS-0462, and GS-0401
2. Specialized Experience
3. National Wildfire Coordinating Group (NWCG) Incident Management Qualifications
4. Additional Training Required for the Position in Question

The Complexity Analysis that has been completed by each unit will be used to determine if some positions are "technical or professional" when completing the Unit Position Identification Work Sheet (cross walk).

When the cross walk is completed, Incumbent Declarations need to be completed and returned to the Human Resources Office by March 1, 2005. After all Incumbent Declarations are returned, we can better estimate the number of positions requiring additional training and qualifications. Once we have determined the number of positions needing attention, we can set priorities as a State for getting employees better trained and qualified for the targeted positions and develop strategies for funding these endeavors.

By completing the cross walk and the Incumbent Declarations now, we can better serve our employees by giving them as much opportunity as possible to complete the required training and qualification updates by October 1, 2009.

Please send the requested items under cover letter to Karen Barnette at CA-940. Any questions should be directed to Ed Wehking in the Branch of Fire and Aviation Management at 916-978-4431 or to Donna Oglethorpe in the Human Resources Office at 916-978-4469.

Signed by:  
James Wesley Abbott  
Associate State Director

Authenticated by:  
Richard A. Erickson  
Records Management