

# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

Nevada State Office  
P.O. Box 12000  
Reno, Nevada 89520-0006

IN REPLY REFER TO:  
9210 (NV-913) P

June 14, 2002

EMS Transmission 06/14/2002  
Instruction Memorandum No. NV-2002-069  
Expires: 9/30/2003

To: Field Managers, Nevada  
Deputy State Directors and Staff Chiefs, NSO

From: State Director, Nevada

Subject: Work/Rest Requirements

The attached Instruction Memorandum No. OF&A 2002-021, referencing the "Work/Rest Requirements" are to be implemented immediately.

The Bureau's policy as stated in the Standards for Fire and Aviation Operations 2002, will be adhered to for all activity in the fire management program (i.e., fire suppression, dispatch/coordination, fire support, prescribed burning, and fuels projects). Regardless of the incident, operational period, or regular work schedule, all personnel are provided a 2 to 1 work to rest ratio. Justifications for work shifts exceeding 16 hours or the 2 to 1 work ratio shall be pre-approved by the agency administrator or incident commander (documented radio communication is acceptable). Under no circumstances will a pre-approved request exceed 24 hours in a single work shift. This same policy is being supported by the Great Basin Agencies (Federal and State), which should be out by June 17, 2002.

If you have any questions regarding this subject, please contact Kevin Hull, State Fire Management Officer at (775) 861-6670.

Signed by:  
Robert V. Abbey  
State Director, Nevada

Authenticated by:  
Linda Nelson  
Fire Support Assistant

### 1 Attachment

1. Instruction Memorandum No. OF&A 2002-021 (2 pp)

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Office of Fire and Aviation

3833 South Development Avenue  
Boise, Idaho 83705-5354

May 24, 2002

In Reply Refer to:  
9210 (FA-300) P

EMS Transmission 05/24/02  
Instruction Memorandum No. OF&A 2002-021  
Expires: 9/30/03

To: State and Center Directors  
National Human Resources Management Center, HR-200 & HR-240

From: Director, Office of Fire and Aviation

Subject: Work/Rest Requirements

**Program Area:** Fire Management

**Purpose:** Provide policy for work/rest requirements for the Bureau's fire management program.

**Policy Action:** The Bureau's policy, as stated in the *Standards for Fire and Aviation Operations* 2002 Guide, Chapter 4, will be adhered to for any activity in the fire management program (e.g., prescribed burning operations, fire suppression, dispatching, fire support, and fuels projects). Regardless of time of incident, operational period, or regular work schedule, all personnel are provided a 2 to 1 work to rest ratio. Justification for work shifts exceeding 16 hours or the 2 to 1 work ratio shall be pre-approved by the agency administrator or incident commander (documented radio communication is acceptable). Under no circumstances will a pre-approved request exceed 24 hours in a single work shift. For example, after an approved 22 hour shift, the individual is required to have the next 11 hours off. Managers, fire managers, and incident commanders will establish work and rest schedules that minimize fatigue, which may require the staggering of regular work hour schedules.

**Timeframe:** Effective immediately.

**Budget Impact:** No impact.

**Background:** Many states and geographical areas were providing guidance with regard to work/rest ratios for the first operational period. This policy provides clear and consistent direction throughout the Bureau's Fire and Aviation Program.

Attachment 1-1

**Manual/Handbook Section Affected:** *Standards for Fire and Aviation Operations 2002 Guide*, Chapter 4 (no change).

**Contact:** If you have any questions concerning this policy, you may contact Lee Englesby at (208)387-5060.

Signed by:  
Timothy M. Murphy  
Acting Director  
Office of Fire and Aviation

Authenticated by:  
Pat Lewis  
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