



**U.S. DEPARTMENT OF THE INTERIOR**  
**Certification of Position Approval for Retirement**  
**Under**  
**5 USC 8336(c) and 8412(d)**

Approved under the Civil Service Retirement System, 5 USC 8336(c)

Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Secondary/Administrative (FF)

Bureau: Bureau of Land Management - Bureau-Wide

Classification Title: State Aviation Manager

Organization Title: \_\_\_\_\_

Position Number: F2017 Series and Grade: GS-2101-11/12

**RECOMMENDATION FOR COVERAGE REVIEW:**

Secondary administrative coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

This position has administrative duties in an organization having a firefighting mission. This position is located in the BLM State Office, Branch of Fire and Aviation Management. The primary duties of this position are directed toward supporting aerial fire suppression and fire use activities. The incumbent advises state and field office fire management officers on aircraft performance, capabilities, limitations, cost-effectiveness and support requirements of firefighting aircraft. The primary duties are administrative and directly connected with the control and extinguishment of fires. **The position requires prior firefighting experience and is clearly in an established career path.**

*Ken Quast*  
 Bureau Program Designee

10-27-00  
 Date

*Marcia L. Scifres*  
 DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres

10/27/2000  
 Date

**APPROVAL** The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 10/17/2000. Approval is by DOI Secretary's Designee:

*Wendell K. Sutton*  
 Wendell K. Sutton, Deputy Assistant Secretary, Human Resources

11/6/00  
 Date

# POSITION CLASSIFICATION AMENDMENT

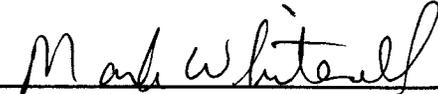
1. OFFICIAL HEADQUARTERS	2. NAME OF INCUMBENT
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3. ORGANIZATIONAL LOCATION <input checked="" type="checkbox"/> AS SHOWN ON CURRENT <input type="checkbox"/> AS HEREBY AMENDED	
11a _____	d. _____
b. _____	e. _____
c. _____	

4. CSC TITLE AND BUREAU POSITION NO. <b>F2017</b> State Aviation Manager	SCHEDULE <b>GS</b>	SERIES <b>2101</b>	GRADE <b>11</b>
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SAME AS PRESENT, AMENDED FOR:  CSC TITLE  POS. NO.  SCHEDULE  SERIES  GRADE  SEE ITEM 7 BELOW

## CERTIFICATION

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED IN THIS AMENDMENT.  _____ (Signature of Supervisor) (Date)	6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.  <div style="text-align: center;">                       _____                      (Signature of Official Exercising Classification Authority) (Date)                 </div>
TITLE _____	TITLE _____

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR OTHER REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

This position is part of the GS-12 full performance position description attached. The incumbent of this position may be non-competitively promoted toward the full performance position description after satisfactorily completing higher graded duties and upon completion of time-in-grade and qualification requirements.

Supervisory Controls is amended to read (2-4 to 2-3)

The supervisor assigns specific projects in terms of issues or problems to be studied and sets priorities and deadlines for completing the work. For continuing assignments or projects, the supervisor generally indicates the overall results expected. The supervisor provides assistance on potentially controversial issues or problems, or on situations that do not have clear precedents. The employee plans, coordinates, and carries out the successive steps in fact-finding and analysis to complete each phase of assigned projects. The employee resolves work problems, without reference to the supervisor, in accordance with standard aviation management policies and guides, applicable precedents, and previous training.

Completed work is reviewed for conformance with overall requirements, technical adequacy, and adherence to policy guidelines. Techniques used during the course of assignments are not normally subject to detailed review.

SUPERVISORY CERTIFICATION: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

1. Agency Position No.  
**F2017**

2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other	3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field	4. Employing Office Location	5. Duty Station	6. OPM Certification No.
7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		9. Subject to 1A Action <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10. Position Status <input checked="" type="checkbox"/> Competitive Exempt (Specify in Remarks)		11. Position Is: <input type="checkbox"/> Supervisory <input checked="" type="checkbox"/> Managerial		12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical Sensitive <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive
13. Competitive Level Code		14. Agency Use		

Explanation (Show any positions replaced)  
**Standardized State Aviation Manager position description.**

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management	<del>Department of Interior, Wildlife Management Team Specialist</del>					
b. Department, Agency or Establishment	<del>Prof. Law Enforcement</del>					
c. Second Level Review	<del>Primary</del>					
d. First Level Review	<b>State Aviation Manager</b>	<b>GS</b>	<b>2101</b>	<b>12</b>	<b>mww</b>	<b>10-17-00</b>
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title) \_\_\_\_\_  
 17. Name of Employee (if vacant, specify) \_\_\_\_\_

18. Department, Agency, or Establishment <b>Department of the Interior</b>	c. Third Subdivision
a. First Subdivision <b>Bureau of Land Management</b>	d. Fourth Subdivision
b. Second Subdivision <b>State Office</b>	e. Fifth Subdivision
19. Employee Review - This is an accurate description of the major duties and responsibilities of my position	Signature of Employee (optional)

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statement may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)
Signature _____ Date _____	Signature _____ Date _____

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with most applicable published standards.	22. Position Classification Standards Used in Classifying/Grading Position <b>Traffic Management Series, GS-2130, Jul 1991, TS-106.</b> <b>Handbook of Occupational Groups and Series, Definitions.</b>
a. Typed Name and Title of Official Taking Action <b>Mark W. Whitesell</b> Supervisory Personnel Management Specialist	Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.
Signature <i>Mark W. Whitesell</i> Date <b>10-17-00</b>	

23. Position	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)										
b. Supervisor										
c. Classifier	<b>FEL</b>	<b>GS-12</b>								

24. Remarks  
**HC: \_\_\_\_\_**  
**BUS: \_\_\_\_\_**  
**OCM: \_\_\_\_\_**

25. Description of Major Duties and Responsibilities (See Attached)

## INTRODUCTION

This position is located in the BLM State Office, Branch of Fire and Aviation Management. The incumbent is responsible for all phases of the statewide aviation program including operations, management, administration, safety, training and program evaluation. The incumbent provides advice and guidance to managers, supervisors, project leaders and their staffs, to ensure aviation safety and cost-effectiveness in meeting a variety of Bureau missions and objectives.

The majority of the employee's duties are directed toward supporting aerial fire suppression and fire use activities. Prior experience and training in wildland firefighting and the use of aircraft in fire suppression is required to carry out the duties and responsibilities of this position.

This position may have supervisory responsibility. The level of aviation management staffing at the State Office level depends on the magnitude and complexity of aviation operations conducted within any given state.

The primary line of work of this position is fire and aviation management. Prior experience in wildland firefighting and aviation management is a requirement of this position.

## MAJOR DUTIES

### **Aviation Program Management (25%)**

-Develops, manages and evaluates the State Aviation Management Program to support natural resource management goals, policies and objectives. Ensures that applicable Bureau of Land Management (BLM), Department of the Interior (DOI), Federal Aviation Administration (FAA), Office of Management and Budget (OMB), National Transportation and Safety Board (NTSB), General Services Administration (GSA) and Occupational Safety and Health Administration (OSHA) policies, regulations and procedures regarding aviation management are fully integrated and enforced in the statewide aviation program.

-Provides interpretation, guidance and recommendations to the State Director and State Office staff concerning State, Bureau and Departmental aviation policy and regulations. Provides expertise to Program Leaders (WH&B, Law Enforcement, Cadastral, etc.) regarding aviation policy and operational requirements. Serves as liaison between State Director and National Aviation Office (NAO).

-Develops, implements and updates the State Aviation Management Plan. This plan standardizes aviation policy, procedures, procurement, training, technical requirements, accident prevention measures and aviation management systems for the statewide program.

-Prepares, reviews and disseminates aviation policy statements, instruction memoranda, safety bulletins, manuals and handbooks.

-Inspects, evaluates and monitors statewide aviation facilities and operations to ensure that State, Bureau and Departmental regulations and requirements are being met. Conducts internal aviation reviews, Fire Readiness Reviews, periodic site visits, inspections, and participates in national aviation reviews.

-Performs aviation needs analyses and provides fire and non-fire resource program managers with aviation costs for use in developing PAWP/AWP. Plans, implements and monitors the statewide aviation budget. Provides technical and fiscal input to Fire Management Plans and Resource Management Plans.

-When requested by the National Fire and Aviation Office, may participate on national aviation management initiatives.

### **Aviation Safety and Accident Prevention (20%)**

-Develops and implements aviation safety policy and guidance for the State Director, Field Managers and staff. Provides proactive direction and leadership for the aviation accident prevention program.

-Prepares or reviews Special Use Safety Plans for specific Field or State Office flights and projects to ensure hazard and risk mitigation. Performs risk management assessments of on-going activities, proposed aviation missions and over-all program standards. Analyzes program performance and systems to identify deficiencies and initiate changes in local or statewide procedures and requirements.

-Prepares, updates and disseminates Aviation Incident/Accident Response Guide for use statewide. Provides guidance on the use of aircraft during Search and Rescue activities.

-Functions as the state focal point for submission and review of aviation incident/hazard reports (SAFECOM); provides follow-up to ensure unsafe conditions and operations are rectified. Works alone or with Bureau and Office of Aircraft Services (OAS) Safety Managers to recommend corrective action to Field Office Managers, State Director and staff. Prepares statewide SAFECOM summary, analysis and recommendations annually.

-Provides expertise in the operational planning of BLM aviation activities on or near Military Training Routes or within Special Use Airspace. Coordinates with military, Federal Aviation Administration and other agency officials to deconflict airspace over public lands and to prepare cooperative airspace management agreements.

-Performs aviation safety reviews in the field, scheduled or spontaneously. May serve as a member of aviation safety teams and accident investigation teams assigned within the state or in other states.

-During periods of high fire activity the incumbent visits permanent and temporary airbases to observe operations, communicate with aviation and incident personnel, resolve problems and provide recommendations for safety and improvement. May serve on Aviation Safety Teams to conduct reviews and assistance for large

interagency incident aviation operations.

**Aviation Administration (15%)**

-Prepares contract and rental aircraft requests and specifications and submits to the National Aviation Office (NAO) and Office of Aircraft Services (OAS). Advises program leaders of technical, administrative and fiscal requirements concerning aviation procurement. Coordinates with BLM Contracting Officers and program leaders to ensure proper specifications are applied when non-OAS service contracts will require the use of aircraft.

-Serves as the Contracting Officer's Representative (COR) on all OAS procured aviation contracts assigned to BLM in the state. Designates Project Inspectors for each contract, delegates duties, and monitors performance. Monitors vendor, pilot and aircraft contract performance and mediates local problems. Initiates or completes contract instructions, modifications, extensions and evaluation reports. Provides documentation to the OAS Contracting Officer regarding contract administration, progress, performance, contractor claims, etc. May serve as a witness for the government in a court of law for the resolution of contractor claims. Conducts Contract Post Award/Pre-Work Conferences annually between vendors and field users.

-Performs comparisons between commercial, charter and fleet aircraft to determine the most advantageous mode of transportation and appropriate acquisition of aircraft to comply with Office of Management and Budget (OMB) Circulars A-27, A-76, A-123 and A-126. Submits comparisons to DOI Solicitor when Senior Federal Officials, Senior Executive Service officials or non-Federal travelers are proposed passengers. Makes a semi-annual report of SES flights to NAO.

-Completes statewide aviation statistical summary annually; provides to State and Field Office Managers. Analyzes data to determine shifts in aircraft use, by activity, and identifies areas of high use or inefficiency that need attention or emphasis.

**Technical Assistance and Aviation Training (15%)**

-Develops and implements standard aviation operational procedures to ensure adherence to Bureau, Department and FAA policy. Issues directives, guidebooks and technical advice.

-Analyzes new aviation technology advances in aircraft, avionics, navigational systems, support equipment, personal protective equipment for application and enhancement of Bureau aviation activities. Prepares technical reports and analysis of new products; disseminates to the field and national office. Coordinates procurement, use/training and evaluation of new technology.

-Assists OAS in the annual inspection and approval of local aircraft vendors and pilots. Works with OAS and cooperators (USFS, Military, State, and other federal agencies) to ensure only approved aircraft and pilots are utilized by BLM.

-Manages the statewide Aviation Training Program to meet Bureau and Department aviation training requirements and ensure that all employees managing, supervising or

involved in aircraft operations are well trained and fully qualified. Maintains statewide aviation training and qualifications records. Serves as Course Coordinator/Instructor of aviation training sessions and workshops and provides input to interagency aviation curriculum and policy at the regional and national levels.

### **Fire Suppression (25%)**

-Advises State and Field Office Fire Management Officers on aircraft performance, capabilities, limitations, cost-effectiveness and support requirements of firefighting aircraft. Conducts Fire Readiness Reviews of fire helicopter and fire retardant bases. Coordinates with local, regional and national fire dispatch/coordination offices and cooperating agencies to establish aircraft priorities, availability, placement and efficient use of firefighting aircraft.

-Serves on an Incident Management Team or as miscellaneous overhead in the National Interagency Incident Management System (NIIMS), per qualifications (Air Operations Branch Director, Air Tactical Group Supervisor, Air Support Group Supervisor, etc.)

### **Supervisory Responsibilities (Optional) (Less than 25%):**

-Plans, organizes, and directs the activities of subordinates, ensuring that the aviation unit complies with legal and regulatory requirements and meets customer needs. Establishes policies and procedures for accomplishment of the state aviation program. Plans and schedules work in a manner that promotes a smooth flow and even distribution. Coordinates plans and schedules with other organization managers and customers as appropriate. Identifies need for changes in priorities and takes action to implement such changes. Plans work to be accomplished by subordinates, sets and adjusts short-term priorities, and prepares schedules. Assigns work to subordinate employees based on organization priorities and consideration of difficulty and requirements of assignments such that the experience, training, and abilities of staff are effectively utilized to meet organization and customer needs. Balances workload and provides advice, guidance, and direction on a wide range of aviation and administrative issues. Structures assignments to create effective and economical positions. Coordinates with other organization managers and customers as appropriate. Identifies requirements and initiates requests for additional resources including personnel, overtime, equipment, supplies, and space to ensure success in meeting goals and objectives.

-Exercises supervisory personnel management responsibilities. Advises and provides counsel to employees regarding policies, procedures, and directives of management. Selects or recommends selection of candidates for vacancies, promotions, details, and reassignments in consideration of skills and qualifications, work requirements, and EEO and diversity objectives. Develops, modifies, and/or interprets performance standards. Explains performance expectations to employees and provides regular feedback on strengths and weaknesses. Holds employees responsible for satisfactory completion of work assignments. Appraises subordinate workers performance ensuring consistency and equity in rating techniques. Recommends awards when appropriate and approves

within-grade increases. Hears and resolves employee complaints and refers serious unresolved complaints to higher level management. Initiates action to correct performance or conduct problems. Effects minor disciplinary measures such as warnings and reprimands and recommends action in more serious disciplinary matters. Prepares documentation to support actions taken. Identifies employee developmental needs and provides or arranges for training (formal and on-the-job) to maintain and improve job performance. Encourages self-development. Approves leave. Recognizes and takes action to correct situations posing a threat to the health or safety of subordinates. Applies EEO principles and requirements to all personnel management actions and decisions, and ensures all personnel are treated in a manner free of discrimination. Periodically reviews position descriptions to ensure accuracy, and the most effective utilization of personnel resources. Explains classification determinations to subordinate employees.

## **FACTORS**

### **Factor 1 - Knowledge Required by the Position**

(1-7, 1250 points)

- Knowledge of Bureau programs including fire management, law enforcement, wild horse & burro, range, wilderness, recreation, etc. to safely and cost-effectively support these programs with aviation assets.
- Knowledge of various fixed wing and rotor wing aircraft capabilities, operating limitations and flight characteristics in order to obtain appropriate, safe and cost-effective aviation resources for a wide variety of program utilization.
- Thorough knowledge of fire suppression strategy, tactics and dispatch systems to ensure safe and effective utilization of aircraft for detection, aerial supervision, retardant/suppressant dropping and logistical support of suppression operations.
- Thorough knowledge of FAA, NTSB, OMB, Department, Bureau and other agency aviation and safety requirements to establish local procedures, monitor compliance and coordinate interagency aviation activities.
- Knowledge of the physical and mechanical laws governing flight under adverse weather and topographic conditions; i.e. density altitude, mountain flying, erratic winds, thunderstorms, poor visibility, etc. and methods for compensating or avoiding these conditions.
- Knowledge of OAS/Bureau aviation procurement and payment system, as well as applicable OMB Circulars (A-76, A-123, A-126, A-27) in order to request and administer contract and rental services properly and to ensure that payments are processed accurately and that internal and external control requirements are met.
- Knowledge of Bureau and Department financial and budgeting policies and techniques for preparing aviation management budgets, aviation cost studies and analytical evaluations of the aviation program.

-Knowledge of training course development and instruction techniques to coordinate formal aviation courses, provide classroom and field instruction to aviation user groups and conduct interagency aviation workshops.

-Knowledge of computer applications to develop text, graphics, spreadsheets, database, etc. to produce a variety of correspondence, analytical reports, computer based presentations and electronic records. Knowledge of aircraft dispatch and airspace analysis software.

**Factor 2 - Supervisory Controls**

(2-4, 450 points)

-Work is supervised by the State Fire Management Officer who provides broad program goals, general direction and basic priorities.

-The incumbent is considered expert in the field of aviation for the state and has primary responsibility for overall aviation program direction and resolution of conflicts. The employee exercises considerable independent judgement and innovative action to manage the aviation program.

-Technical and programmatic recommendations by the incumbent are considered authoritative and accepted without significant change. Program status is reviewed periodically by the supervisor to ensure achievement of broad objectives and compatibility with state programs and activities.

**Factor 3 - Guidelines**

(3-4, 450 points)

-Written guidelines are found in a multitude of manuals, handbooks, guides and policy memoranda of the Department, Bureau, other natural resource agencies, interagency groups and published regulations of the FAA, NTSB and OMB. Policies are general in nature, subject to interpretation, often contradictory and frequently do not address specific issues or problems that arise.

-Aviation management is performed in an increasingly interagency arena where some agency guidelines are non-existent, are in conflict with each other or frequently change. Professional judgement and creativity are required to develop and employ innovative solutions to unprecedented problems in diverse field situations.

**Factor 4 - Complexity**

(4-4, 225 points)

-The incumbent is involved in multiple tasks and projects on a continual basis. A myriad of administrative, regulatory, technical, physical and environmental restraints to aircraft use must be integrated to accommodate rapidly changing priorities of Bureau user programs without compromising safety, efficiency or fiscal responsibility.

-Factors influencing work will vary considerably and constantly, often without precedent. The difficulty of work is increased by such factors as:

- 1) The magnitude of aviation operations and the non-uniform spread of activity

within a multitude of diverse Bureau programs; each with esoteric needs, goals and problems.

2) The scope of statewide aviation program elements involved: safety, training, procurement, operations, technical compliance, administration and program evaluation.

3) The relative level of expertise of statewide aviation program functions and employees at any given location and time.

4) Impact of frequent changes in aviation policy and technical requirements mandated by BLM, DOI, FAA, NTSB, OMB, etc.

5) The expanding interagency aviation arena and increased use of cooperating agency aircraft where policy is non-existent, conflicting and circumstances lack precedent.

6) Additional aircraft contract administration and aviation management responsibility is delegated to the incumbent by the DOI Office of Aircraft Services (OAS) which is separate from the BLM chain-of-command.

7) Impact of unplanned emergency aviation operations (fire suppression, law enforcement, search and rescue) further complicates the planning and management of on-going activities.

**Factor 5 - Scope and Effect**

(5-4, 225 points)

-The incumbent provides professional aviation management leadership and operational, technical and safety expertise to all BLM offices within the state to effectively accomplish organizational goals. Performance directly contributes to the success of a wide range of natural resource programs and the safety of employees, contractors and the public.

-The incumbent serves as the state subject matter expert on national BLM aviation projects. May serve on various national and regional interagency aviation working groups which have impact on Bureau and other agency policy, training and procedure development.

**Factor 6 - Personal Contacts & Factor 7 - Purpose of Contacts**

(3c, 180 points)

-The incumbent has direct Bureau contact with Aircraft Managers, Dispatchers/Coordinators, Field Office Fire/Aviation Managers, Field Office Managers, State Fire Management Officer and staff, State Office Program Leaders, Deputy State Directors, State Director, National Aviation Program Leader and staff, National Training and Budget Leaders and counterparts in other states.

-Interagency contacts are with other aviation managers with OAS, USFS, BIA, USFWS, NPS, FAA, NTSB, Department of Defense and state/county/city organizations.

-Additional contacts are frequently made with private industry: pilots, aircraft owners, aircraft manufacturers, Fixed Base Operators and aviation related suppliers and trade

associations.

-Bureau contacts are made for the purposes of information exchange, coordinating activities, policy development and interpretation, providing technical guidance, evaluating performance, solving problems, providing or developing training, fulfilling aircraft contract administration requirements, performing facility and safety inspections, monitoring operations, performing incident management assignments.

-Interagency contacts at the regional level provide information sharing, operational coordination, training, fostering of cooperative relationships, negotiating cooperative use agreements, technology exchange, interagency guide development, etc.

-Contacts with private industry are required to keep abreast of aircraft and equipment upgrades, information exchange, ensure contract compliance and resolve problems, procure supplies and equipment, negotiating land/facility use agreements, providing orientation to Bureau aviation policy and procedures and to conduct operational briefings.

-Contacts sometimes involve influencing or persuading others to adopt a particular course of action or to change direction in a particular resource activity due to a fire or aviation management consideration that may be in conflict with a proposed resource objective.

**Factor 8 - Physical Demands**

(8-1, 5 points)

-Work is primarily sedentary, although it does require frequent travel by scheduled and chartered aircraft or ground vehicles to various destinations in the western U.S. Occasionally the incumbent must travel by foot to remote field locations to conduct technical investigations and site visits.

-During fire season, the position demands extended and variable work shifts and on-call status while away from work. Incumbent must meet the established physical fitness standards for his/her ICS position.

**Factor 9 - Work Environment**

(9-1, 5 points)

-Most work is performed in an office or meeting room setting; occasionally exposure to risk or discomfort is encountered while conducting visits to the field due to extreme temperatures, topography and remote living conditions.

-While on incident assignments, the incumbent may be exposed to temperature extremes, dust, smoke, noise, rugged topography, high-risk flight in fixed or rotor wing aircraft, extended outdoor living and high-stress emergency activities.