

Hazardous Fuels Module User Manual

**NATIONAL FIRE PLAN
OPERATIONS AND REPORTING
SYSTEM (NFPORS)**



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INTRODUCTION

This document provides instructions for how to use the National Fire Plan Reporting and Operations System (NFPORS) hazardous fuels module. This module is designed to assist you with managing and reporting on hazardous fuels work done under the auspices of the National Fire Plan.

BACKGROUND

At the onset of the National Fire Plan, the wildland fire agencies identified the need for tools to assist them in capturing and reporting accomplishments. While each Agency had some mechanisms in place to meet the accountability requirements, the Agencies did not have an overarching system capable of providing sufficient analysis and reporting functionality. Instead, each organization relied on a variety of disparate mechanisms for tracking and reporting hazardous fuels accomplishments.

In order to provide a single, unified inter-Agency system, the Department of Interior teamed with the Forest Service to develop NFPORS. The system will collect data in the areas of restoration and rehabilitation, hazardous fuels reduction, and community assistance. The hazardous fuels module will be rolled out first, followed by the restoration and rehabilitation and community assistance modules.

The goal of NFPORS is to provide enhanced intelligence about the inter-agency effort to carry out the mandates of the National Fire Plan. By providing leadership in both agencies with improved access to information, it is expected to reduce the burden on the field caused by data calls.

CONTACTS

The NFPORS project is being led by Russell Berry (USGS) and Peter Bedker (USFS) with support of contractors Booz Allen Hamilton.

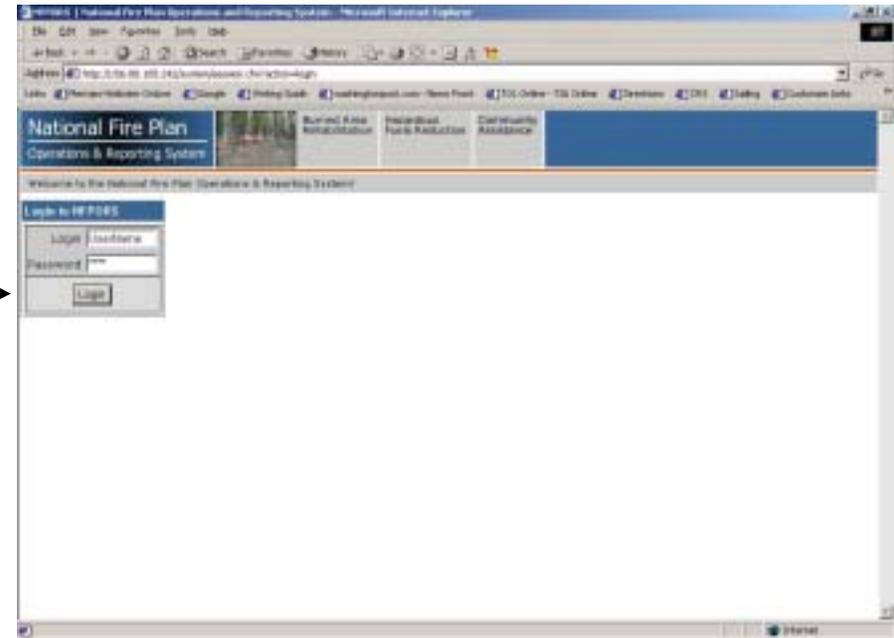
To receive assistance please contact your regional NFPORS point of contact. This list may be obtained by emailing Russell Berry at rberry@usgs.gov.

LOGIN

The first step in using NFPORS is logging onto the system.

To login enter your Login Name and Password and click the **Login** button.

After you click login, the system will load the NFPORS Portal Page. To learn more see the **Portal Page** section of this document.



NOTES:

PORTAL PAGE

The portal page serves as the main gateway for accessing all of NFPORS' functionality.

From the portal page you may click a link to:

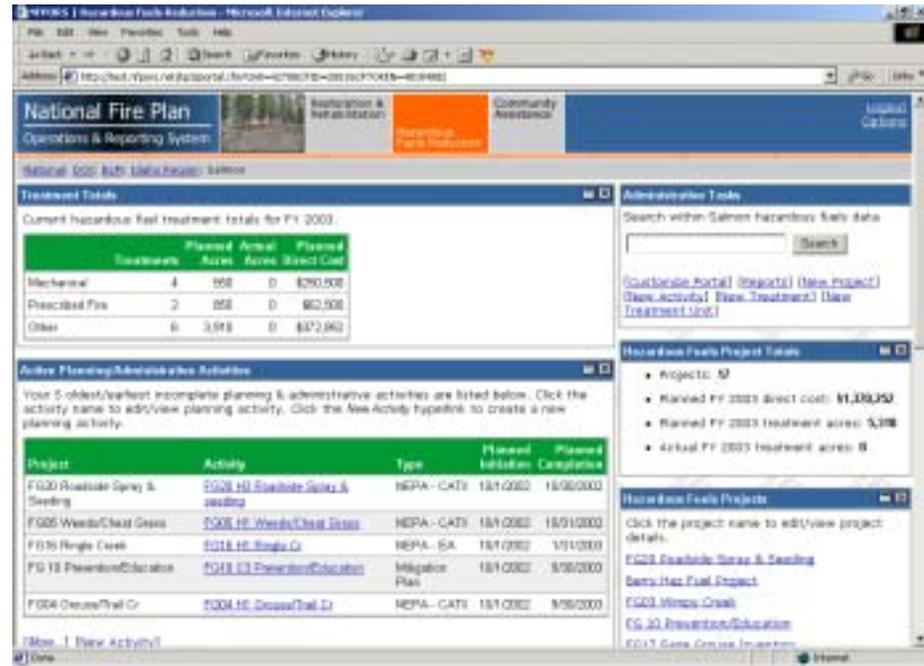
- Create new projects
- Add planning tasks
- Add hazardous fuels treatments
- View accomplishments for your unit

The navigation bar at the top of the screen provides access to the other NFPORS modules (Burned Area Rehabilitation and Community Assistance) as well as displays the organizational hierarchy. The portal will display information for your unit only. For example, a Forest Service user from the Cibola forest will only see data pertaining to his or her forest. Likewise a BIA user from the Red Lake Agency will only see data for his or her unit.

You may return to the Portal at any time by clicking on your unit's name in the organizational hierarchy.

The following section contains detailed information about the contents of the Portal page.

NOTES:



MORE ABOUT THE PORTAL PAGE – PORTLETS

The Portal Page consists of a series of subject-area focused rectangles called **Portlets**. The NFPORS hazardous fuels module has seven portlets:

1. **Treatment Totals** – lists total accomplishments by treatment type (i.e., mechanical, prescribed fire, and other)

Treatment Totals
Current hazardous fuel treatment totals for FY 2003.

	Treatments	Planned Acres	Actual Acres	Planned Direct Cost
Mechanical	4	550	0	\$250,500
Prescribed Fire	2	850	0	\$62,500
Other	6	3,910	0	\$372,852

2. **Administrative Tasks** – provides a search engine and has links to all major areas of NFPORS functionality (i.e. create new project, new treatment, etc.)

Administrative Tasks
Search within Salmon hazardous fuels data

[\[Customize Portal\]](#) [\[Reports\]](#) [\[New Project\]](#)
[\[New Activity\]](#) [\[New Treatment\]](#) [\[New Treatment Unit\]](#)

3. **Active Planning/Administrative Tasks** – lists a subset of your active planning/administrative tasks (i.e. NEPA) for your organizational unit.

To see all of your active tasks click the [More](#) link. To edit a task click on the task name.

Click the [New Activity](#) link to enter a new planning/administrative task.

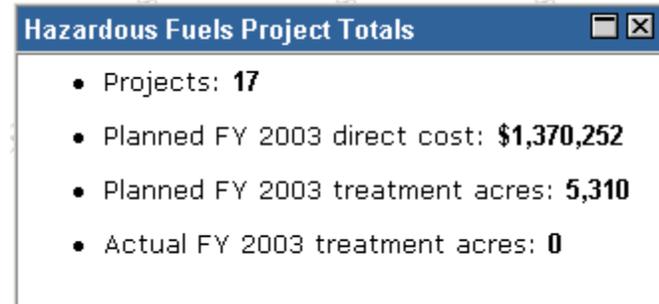
Active Planning/Administrative Activities
Your 5 oldest/earliest incomplete planning & administrative activities are listed below. Click the activity name to edit/view planning activity. Click the [New Activity](#) hyperlink to create a new planning activity.

Project	Activity	Type	Planned Initiation	Planned Completion
FG20 Roadside Spray & Seeding	FG20 HS Roadside Sprng & Seeding	NEPA - CATX	10/1/2002	10/30/2002
FG05 Weeds/Cheat Grass	FG05 HS Weeds/Cheat Grass	NEPA - CATX	10/1/2002	10/31/2002
FG16 Ringle Creek	FG16 HS Ringle Cr	NEPA - EA	10/1/2002	1/31/2003
FG 10 Prevention/Education	FG10 CS Prevention/Education	Mitigates Plan	10/1/2002	9/30/2003
FG04 Grouse/Trail Cr	FG04 HS Grouse/Trail Cr	NEPA - CATX	10/1/2002	9/30/2003

[\[More...\]](#) [\[New Activity\]](#)

MORE ABOUT THE PORTAL PAGE – PORTLETS (CONT...)

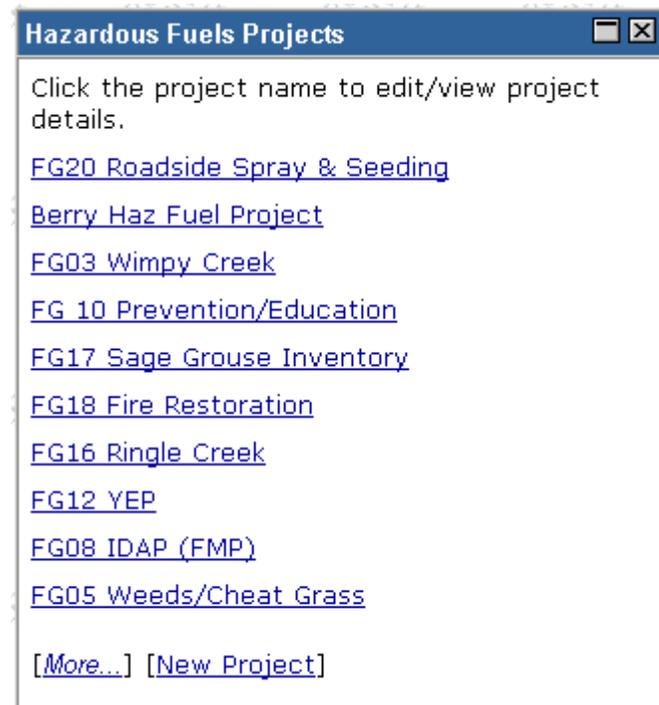
- 4. **Hazardous Fuels Project Totals** – lists total accomplishments for your hazardous fuels projects.



- 5. **Hazardous Fuels Projects** – list a subset of your unit’s hazardous fuels projects in alphabetical order. To access information about a specific project, click on the project name.

Click the [More](#) link to see all your active projects. To edit an existing project click on the project name.

Click the [New Project](#) link to create a new project.



MORE ABOUT THE PORTAL PAGE – PORTLETS (CONT...)

6. **Active Treatments/To Do List** – contains hazardous fuels treatments which have been planned but not completed for your unit. To access a specific treatment, click on the treatment name.

Click the [More](#) link to see all your active treatments. To edit an existing treatment, click on the treatment name.

Click the [New Treatment](#) link to enter a new treatment.

Active Treatments/To Do List

Your 5 oldest/earliest incomplete treatments are listed below. Click the treatment name to edit/view hazardous fuels treatment. Click the *New Treatment* hyperlink to create a new treatment.

Project	Treatment	Type	Planned Initiation	Planned Acres	Actual Acres
FG19 Williams Lake CG Weed Control	FG19 H4 Williams Lake Cg Weed Control	Chemical	10/1/2002	300	
FG03 Wimpy Creek	FG03 H2 Wimpy Creek R4 Run	Broadcast Burn	10/1/2002	150	
FG20 Roadside Spray & Seeding	FG20 H4 Roadside Spray & Seeding	Chemical	10/1/2002	370	
FG21 Aspen Regeneration	FG21 H4 Aspen Regeneration	Mastication/Mowing	10/1/2002	200	
FG22 Muddy/Mulkey Fuels Restoration	FG22 H4 Muddy/Mulkey Mine Restoration	Machine Pile	10/1/2002	100	

[\[More...\]](#) [\[New Treatment\]](#)

7. **Treatment Units** – lists treatment units (land parcels) where your organization is conducting work for hazardous fuels reduction.

Click the [More](#) link to see all your unit’s treatment units. To edit an existing treatment unit, click on the treatment unit name.

Click the [New Treatment Unit](#) link to enter a new treatment unit.

Treatment Units

Click the treatment unit name to edit/view the treatment unit. Click the *New Treatment Unit* hyperlink to create a new treatment unit.

Name	Fire Acres	Fire Regime	Condition (1/2/3)	Last Observation
FG03 Wimpy Creek		II	20/60/0	11/7/2002
FG04 Grouse/Trail Creek		II	0/100/0	7/30/2002
FG05 Weeds/Cheat Grass		II	0/0/100	7/30/2002
FG08 IDAP (FMP)		II	0/60/60	7/30/2002
FG10 Prevention/Education		II	33/33/34	7/30/2002

[\[More...\]](#) [\[New Treatment Unit\]](#)

CUSTOMIZING THE PORTAL PAGE

You can customize the NFPORS Portal page to show you only the information you are interested in. This customization can be accomplished in a number of different ways. You may:

1. Minimize portlets

To minimize a portlet you may click on the minimize icon located in the upper right hand corner of the portlet.



2. Delete portlets

To remove a portlet from the portal view, click the on the delete icon located in the upper right hand corner of the portlet.



To learn about restoring the original settings of the portal see the **Reset the portal to the standard display** section in the following pages.

NOTES:

CUSTOMIZING THE PORTAL PAGE (CONT...)

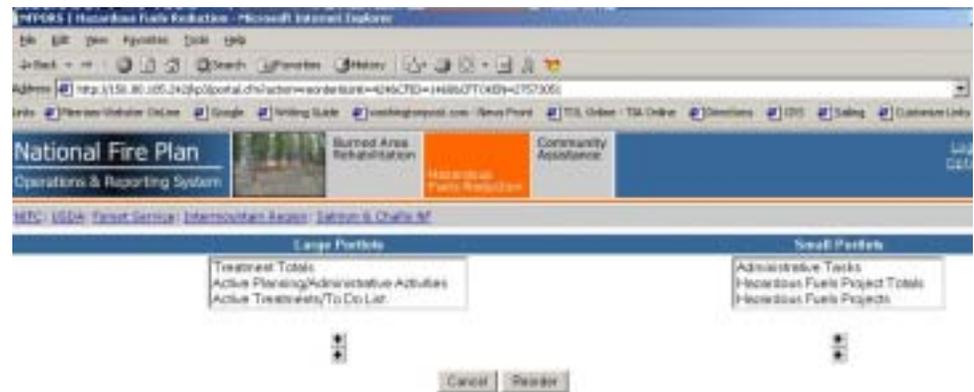
3. Reorder portlets

NFPORS allows you to customize the display order of portlets on the Portal page. For example, you could choose to have your active projects listed at the top of the page. To reorder portlets, click on the [Customize Portal](#) link in the **Administrative Tasks** portlet then:

- The Customize Portal screen will be displayed. Next, click on the [Reorder portlets](#) link.



- Select the order in which you wish to display the portlets by clicking the up and down arrows. To save your changes click the **Reorder** button. To cancel your changes click the **Cancel** button.



CUSTOMIZING THE PORTAL PAGE (CONT...)

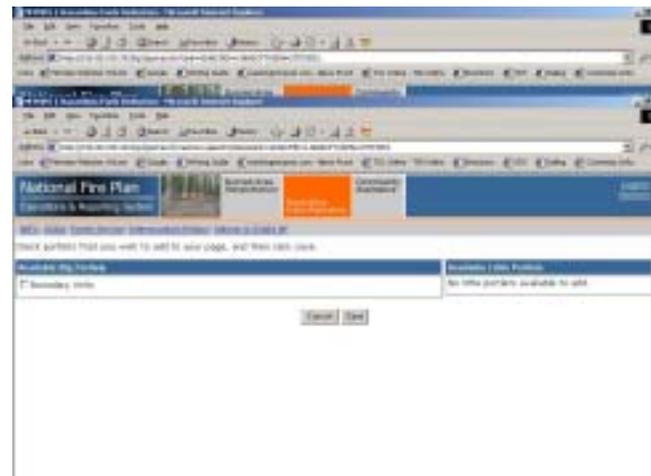
4. Choose which portlets to display

NFPORS allows you to choose which portlets you wish to display on the Portal page. To select which portlets you wish to view, click on the [Customize Portal](#) link in the **Administrative Tasks** portlet then:

- The Customize Portal screen will be displayed. Next, click on the [Select displayed portlets](#) link.



- The Select Portlets screen will load. Choose which portlets you wish to display by clicking on the check boxes to the left of the portlet name and clicking the **Save** button. Click **Cancel** to cancel your changes.



CUSTOMIZING THE PORTAL PAGE (CONT...)

5. Reset the Portal to the standard display

It's easy to reset the Portal page to its original settings. Simply click on the [Customize Portal](#) link in the **Administrative Tasks** portlet.

- The Customize Portal screen will be displayed. Next, click on the [Reset](#) link.
- The system will take you back to the main Portal screen and the original portal settings will be displayed. The Portal is now reset to its original look and feel.



NOTES:

CREATE A NEW PROJECT

The first step in inputting hazardous fuels information into NFPORS is to create a project. A project serves as the umbrella under which you will input planning tasks and treatments for your unit.

You as a user can decide the number of planning tasks and treatments that you wish to associate with your project. Some may choose to have only 1 treatment per project, while others may decide to incorporate a number of planning tasks and treatments for a project. The choice is yours.

1. To create a new project click on the [New Project](#) link on the portal page. This link may be found in either the **Administrative Tasks** portlet or the **Hazardous Fuels Projects** portlet.
2. The screen pictured to the right will be displayed (All required fields are marked with a red asterisk *. It is strongly recommended that you complete all fields.)
3. Enter a name for the project, indicate whether or not the project has been approved, and enter the estimated duration of the project (in years).....*continued on next page.*

NOTES:

CREATE A NEW PROJECT (CONT.)

Each project’s location is identified by latitude and longitude. To assist you in identifying this information, NFPORS has been integrated with the Use Map geographic information system (GIS). By pointing and clicking on maps in Use Map you can identify the location of your project and then send this information back to NFPORS.

To identify your project’s latitude and longitude you may either enter it directly into the fields *or* click on the Use Map link. To learn more about using Use Map, please see the **Using Use Map** section of the User Manual.

A screenshot of a web form. It features two input fields: "Latitude" and "Longitude". To the right of these fields is a globe icon followed by a blue hyperlink labeled "Use Map". A black arrow originates from the "Use Map" link and points downwards and to the left towards the "Longitude" input field.

After you have identified the project location, enter a description of the project goals, then click the **Save** button. You have now created a new project in NFPORS!

A screenshot of a web form. It features a large text area labeled "Project goals". Below the text area are two buttons: "Cancel" and "Save". A black arrow originates from the left side of the form and points towards the "Save" button.

NOTES:

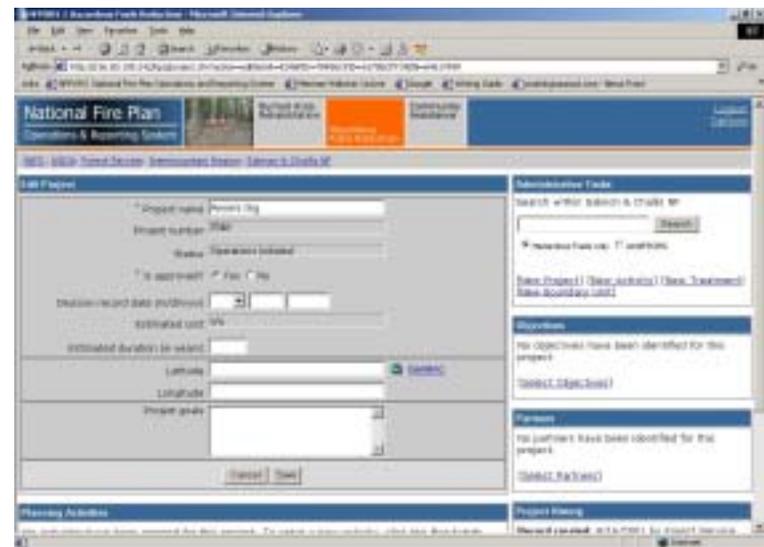
EDITING EXISTING PROJECTS

To edit existing project information in NFPORS, find the project’s name in the **Hazardous Fuels Projects** portlet on the Portal screen. (To learn more about this portlet see the **More About the Portal Page** section item #5.)

Once you have found the desired project click on the project name link. If your project is not listed in the portlet click the [More...](#) link to view all active projects.



This will bring you to the Edit Project screen. Edit the project information as needed then click the **Save** button. To cancel changes click the **Cancel** button.

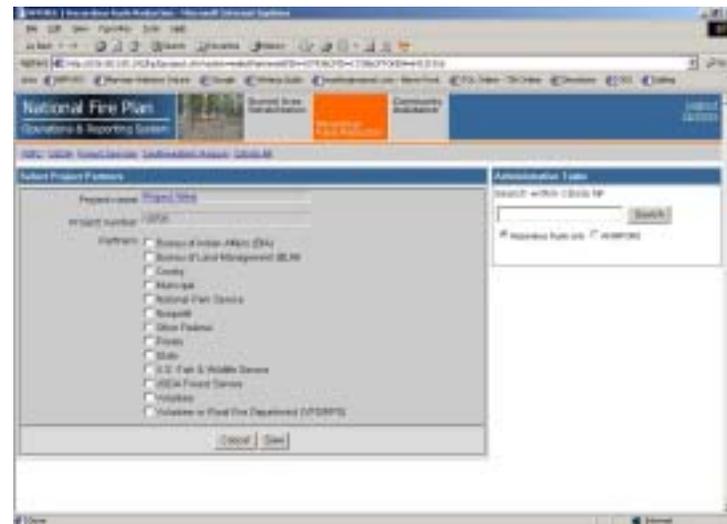
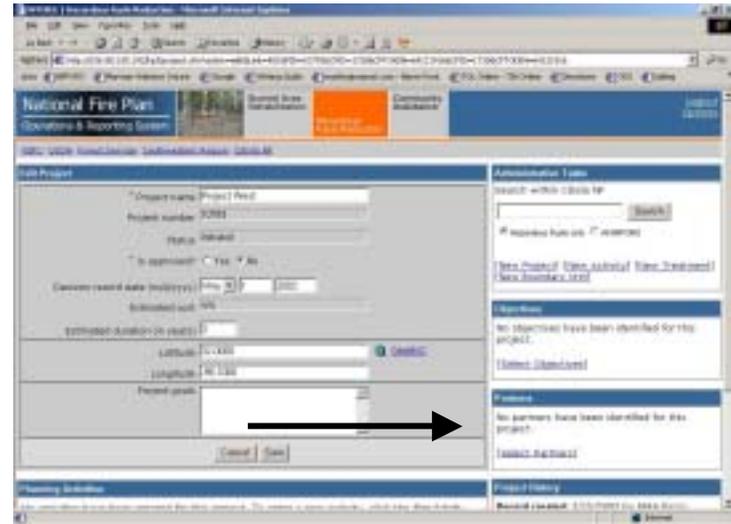


PROJECT PARTNERS

NFPORS asks you to identify any project partners that assisted in your hazardous fuels project. When you are viewing the details of an existing project (or have just created a new project), along the right side of the screen you will see the **Project Partners** portlet.

- Click the [Select Partners](#) link to identify a project partner.

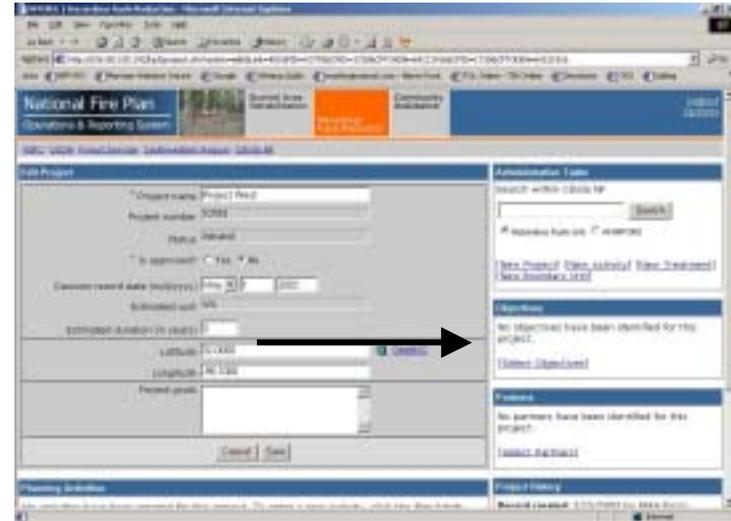
- Check the box next to the name(s) of the Project Partner(s) you wish to identify. Click the **Save** button to save your changes, or click the **Cancel** button to cancel your selections.



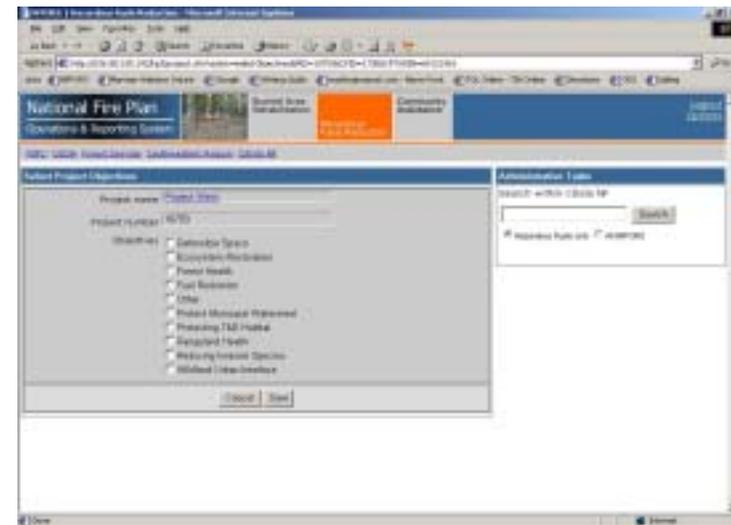
PROJECT OBJECTIVES

NFPORS asks you to identify the objectives you seek to attain by conducting your hazardous fuels project. When you are viewing the details of an existing project (or have just created a new project), along the right side of the screen you will see the **Project Objectives** portlet.

- Click on the [Select Objectives](#) link to select objectives for your project.



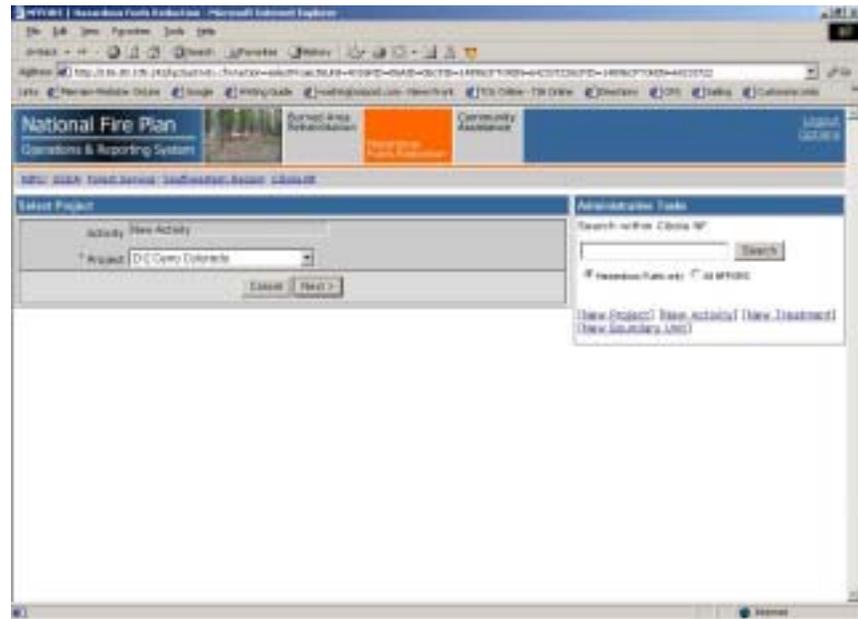
- Check the box next to the objective(s) you wish to identify. Click the **Save** button to save your selections, or click the **Cancel** button to cancel your selections.



ENTER PLANNING/ADMINISTRATIVE TASKS

Once you have created a project in NFPORS, you will need to describe the work you are conducting for the task. Work is broken down into two main categories. First, you will be asked to describe the planning/administrative tasks (i.e., NEPA activities) you will conduct for the project. Second, you will be asked to input information about hazardous fuels treatments (e.g., prescribed fire, chemical treatments, etc.) which will be implemented. *Entering treatments is described in the **Enter Hazardous Fuels Treatments** section of this manual.*

1. To enter a new planning or administrative task, click the [New Activity](#) link. This link may be found in either the **Administrative Tasks** portlet, or **Active Planning/Administrative** portlet.
2. Select the project name for the task (i.e. select the project for which you are conducting NEPA).
3. Click the **Next** button to continue to the next step in entering a planning/administrative task...*continued on following page.*



NOTES:

ENTER A PLANNING/ADMINISTRATIVE TASK (CONT...)

To continue creating a new planning task, complete the fields listed to the right. (All required fields are marked with a red asterisk *. It is strongly recommended that you complete all fields.)

After you have finished entering data into the fields on the screen click the **Save** button. You have now created a new planning/administrative task for your project. To enter another planning/administrative task click the [New Activity](#) link in the **Administrative Tasks** portlet. To enter a treatment for your project, click on the [New Treatment](#) link in the **Administrative Tasks** portlet. (See **Enter a Hazardous Fuels Treatment** section for more information.)

If you wish cancel creation of the new task, or if you want to assign the task to a different project, click the **<Back** button.

NOTES:

The screenshot displays the 'Create Activity' form within a web browser. The form is divided into several sections:

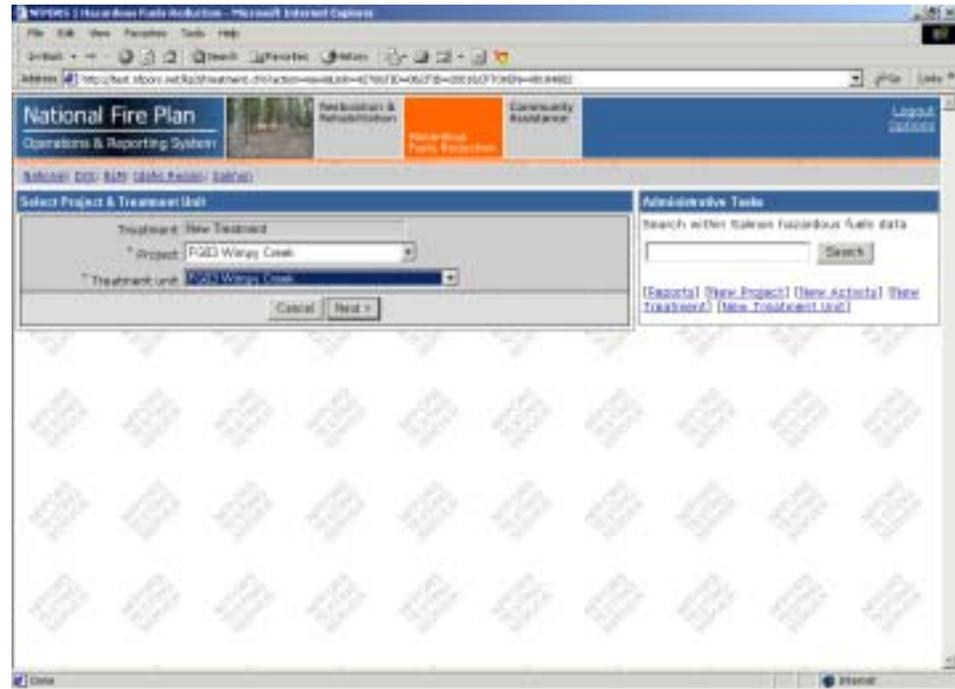
- Project:** A dropdown menu showing '01 Capex Capital'.
- Activity name:** A text input field.
- * Activity category:** A dropdown menu.
- * Activity type:** A dropdown menu.
- Local approval date (m/d/yyyy):** A date selection field.
- * cost:** Radio buttons for 'Yes' and 'No'.
- * Planned direct cost (\$):** A text input field.
- Contract number:** A text input field.
- Fund code:** A dropdown menu.
- Work spent:** A dropdown menu.
- Local contractor used?** Radio buttons for 'Yes' and 'No'.
- * Planned initiation date (m/d/yyyy):** A date selection field.
- * Planned completion date (m/d/yyyy):** A date selection field.
- Actual initiation date (m/d/yyyy):** A date selection field.
- Actual completion date (m/d/yyyy):** A date selection field.

At the bottom of the form, there are two buttons: '< Back' and 'Save'. To the right of the form is a portlet titled 'Administrative Tasks' with a search bar and several links: 'New Project', 'New Activity', 'New Treatment', and 'New Budget Line'.

ENTER A HAZARDOUS FUELS TREATMENT

After inputting planning/administrative tasks, NFPORS will ask you to describe the hazardous fuels treatments implemented for your project. To input data about treatments conducted for your hazardous fuels project (e.g. fire, mechanical, or other treatments) click on the [New Treatment](#) link in the **Administrative Tasks** portlet. If you are in the main **NFPORS Portal Page** you may also find the [New Treatment](#) link in the **Active Treatments/To Do List** portlet.

1. To enter a new treatment, select the treatment’s project name.
2. Next select the treatment unit (i.e. land parcel) where the treatment will occur from the drop down list.



If you do not see the desired treatment unit on the list you will need to **Add a New Treatment Unit**. To learn how to do this, please see the **Treatment Unit** section of this manual.

3. Click the **Next** button to continue, or click the **Cancel** button to cancel creation of a new treatment.
Continued on next page....

NOTES:

ENTER A HAZARDOUS FUELS TREATMENT (CONT...)

To continue entering a new treatment, complete the fields listed to the right. (All required fields are marked with a red asterisk *. It is strongly recommended that you complete all fields.)

Indicate the planned direct cost, provide contract information, and describe planned and actual work dates as well as planned and actual accomplishments (acres).

After you have finished entering data into the fields on the screen, click the **Save** button. You have now entered a treatment for your project. To enter another treatment click the [New Treatment](#) link in the **Administrative Tasks** portlet.

If you wish to cancel creation of the new treatment, or if you want to assign the treatment to a different project, click the **<Back** button.

NOTES:

The screenshot shows a web form titled "Create Treatment" with the following fields and sections:

- Project:** EG03 Wimpy Creek
- Treatment name:** [Text input]
- * Treatment category:** [Dropdown menu]
- * Treatment type:** [Dropdown menu]
- Local approval date (m/d/yyyy):** [Date picker]
- * WUI?:** Yes No
- Treatment unit:** EG03 Wimpy Creek
- Total acres in treatment unit:** [Text input]
- County:** Lemhi
- State:** Idaho
- * Planned direct cost - this treatment only (\$):** [Text input]
- Funding source:** [Dropdown menu]
- Work agent:** [Dropdown menu]
- Contract number:** [Text input]
- Local contractor used?:** Yes No Unknown
- * Planned initiation date (m/d/yyyy):** [Date picker]
- * Planned completion date (m/d/yyyy):** [Date picker]
- * Planned accomplishment:** [Text input]
- Actual initiation date (m/d/yyyy):** [Date picker]
- Actual completion date (m/d/yyyy):** [Date picker]
- Actual accomplishment:** [Text input]

At the bottom of the form, there are two buttons: "< Back" and "Save".

EDITING AN EXISTING HAZARDOUS FUELS TREATMENT

To edit an existing treatment in NFPORS, find the treatment’s name in the **Active Treatments/To do List** portlet on the Portal screen. (To learn more about this portlet see the **More About the Portal Page** section item #6.)

- Once you have found the desired treatment click on the name of the treatment.

Project	Treatment	Type	Planned Initiation	Planned Acres	Actual Acres
Destructive-melt	Destruct Argal	Hand Pile	7/10/2002	100	10
Antelope/Cherry Interface	Rz Bags	Broadcast Burn	7/10/2002	300	
Copper Basin Fajot	Copper Basin Prescribed Burn	Thinning	7/9/2002	25	

[More... | [New Treatment](#)]

- Make the desired changes to the treatment record and click the **Save** button. To delete the treatment, click the **Delete** button.

EDIT | Hazardous Fuels Treatment

Project: [P200 Silver Creek](#)

Treatment name:

Treatment category:

Treatment type:

Local approval date (months):

AWD: Yes No

Treatment unit: [P200 Silver Creek](#)

Total acres in treatment unit:

County:

State:

Planned start date - this treatment only (0):

Planning agency:

Work agency:

Contract number:

Local contractor used: Yes No

Planned initiation date (months):

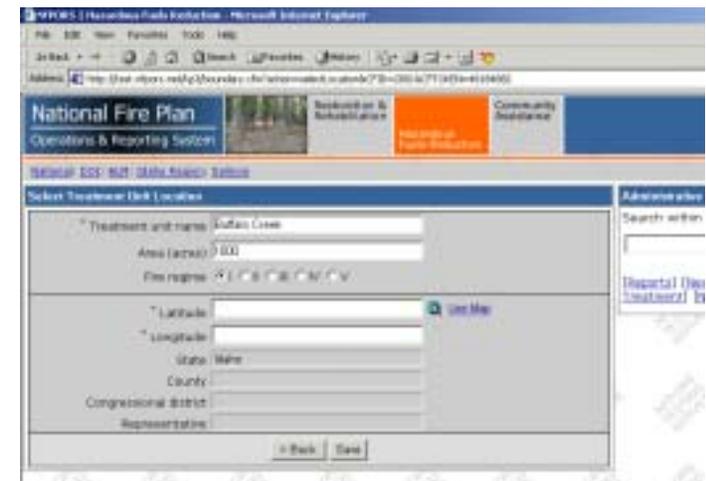
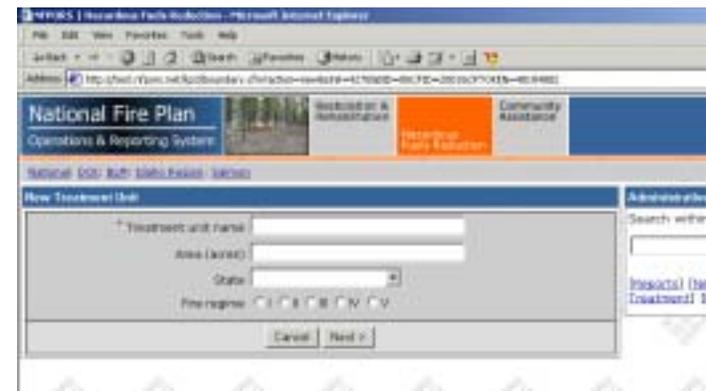
Planned completion date (months):

Save **Delete**

TREATMENT UNITS

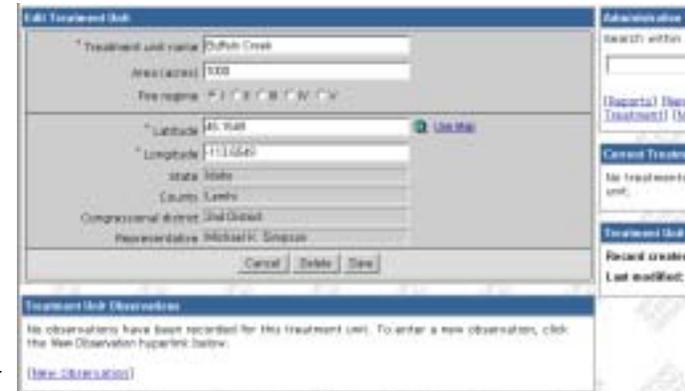
Treatment units are parcels of land where one or more mechanical, prescribed fire and other treatments (e.g. chemical, biological and grazing) are uniformly applied and intended to meet the objectives of the federal hazardous fuels reduction program. This parcel may include small or insignificant islands that were skipped or protected for various reasons. For each treatment inputted into the NFPORS system, you will be asked to identify the treatment unit where the treatment occurred. It is important to note that a single treatment unit may be associated with multiple treatments (i.e. prescribed fire, mechanical, etc.). The treatment unit is used to track changes to the condition of the land over time. These changes can be tracked using the treatment unit observation feature which is described in greater detail on the following pages.

- To create a new treatment unit, click on the [New Treatment Unit](#) link in the **Administrative Tasks** portlet.
- The New Treatment Unit screen will load. Provide a name for the treatment unit, identify the number of acres contained within it, pick a State, and identify the Fire Regime. To proceed click the **Next** button, to cancel creation of a new treatment unit click **Cancel**.
- Identify the latitude and longitude of the treatment unit. You may do this in two ways: 1) enter the latitude and longitude directly into the fields; or 2) use the Use Map link to identify the latitude and longitude via GIS maps. For more on using Use Map, see the **Using Use Map** section of the manual.

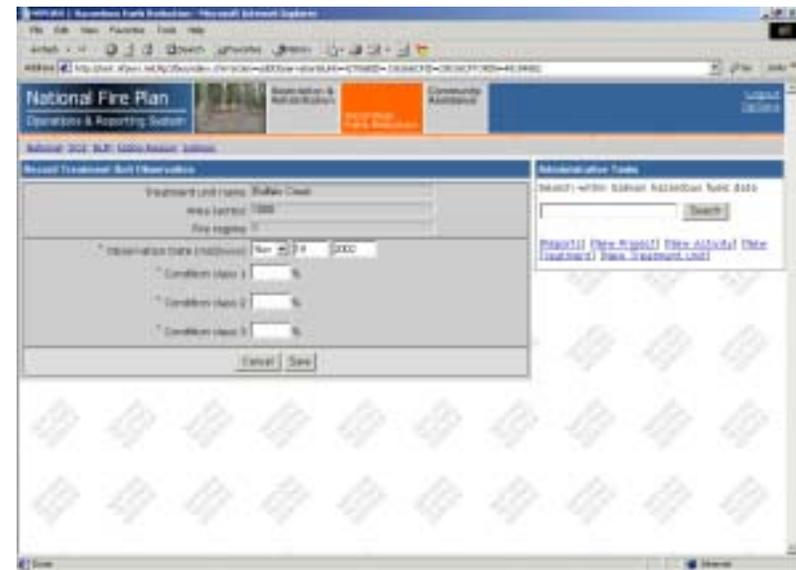


TREATMENT UNITS (CONT...)

- Once you have identified the latitude and longitude of the treatment unit click the **Save** button to save it, or click the **<Back** button to cancel creation of a new treatment unit.
- After saving the treatment unit, you need to input information about the condition class of the treatment unit.
- To input observation information, click on the [New Observation](#) link at the bottom of the Treatment Unit screen.



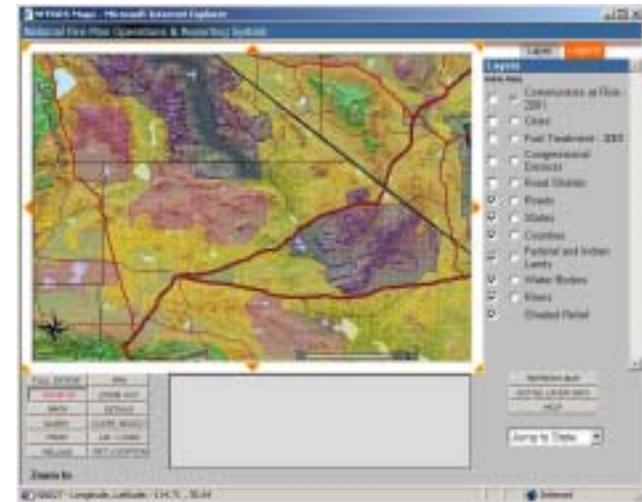
- NFPORS will then load the treatment unit observation screen. Input the percentage of the treatment unit acres by condition class. (e.g., 25% Condition class 1; 25% Condition class 2; and 50% Condition class 3). Click the **SAVE** button to save your inputs. Click the **Cancel** button to cancel your inputs.



USING USE MAP

NFPORS has an integrated web-based GIS mapping tool developed by USGS. NFPORS leverages Use Map tool to allow users to identify project location and treatment units via the Use Map interface. This interface allows a user to simply click on a point on a map and all relevant location information is transferred back to the NFPORS system about that location.

- You may use the Use Map link, anywhere you see the Use Map link icon.
- When you click on the Use Map link it will take you to the Use Map system. Using the GIS zoom in feature, zoom in to the appropriate location on the map.

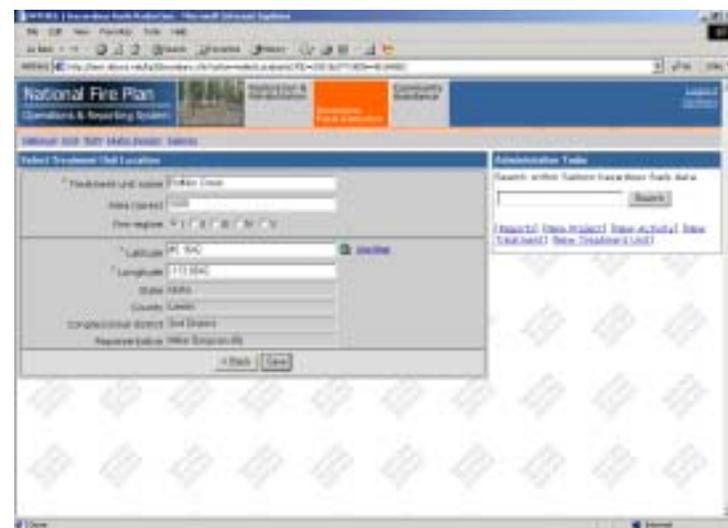
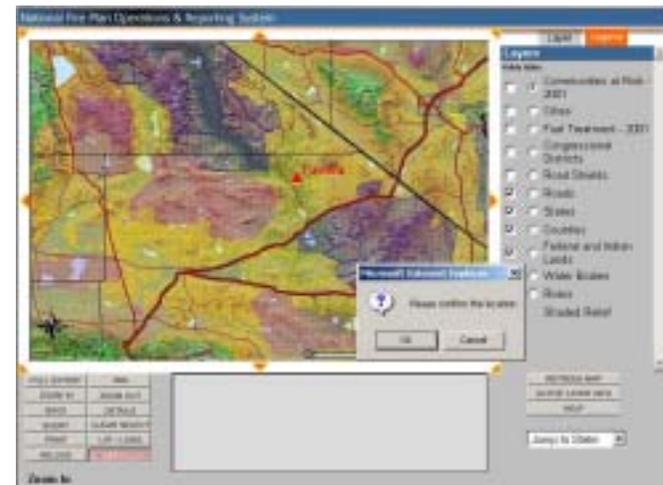


- When you have identified the exact location, click on the **Get Location** button in the bottom left hand corner of the screen. Use Map will provide the following instructions. Click **OK**.



USING USE MAP (CONT...)

- Next, click on the map to identify the location of your project or treatment unit. When you click on the location Use Map will prompt you to confirm the location.
- Click the **OK** button to confirm the location and create a point on the map identifying the location. If you wish to cancel instead, click the **Cancel** button.
- After clicking OK, Use Map will transfer the location information back to NFPORS.

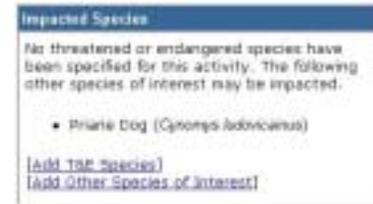


IMPACTED SPECIES

For both administrative/planning tasks and treatments, you are asked to provide information about impacted species. Impacted species includes both Threatened & Endangered (T&E) Species and Species of Interest.

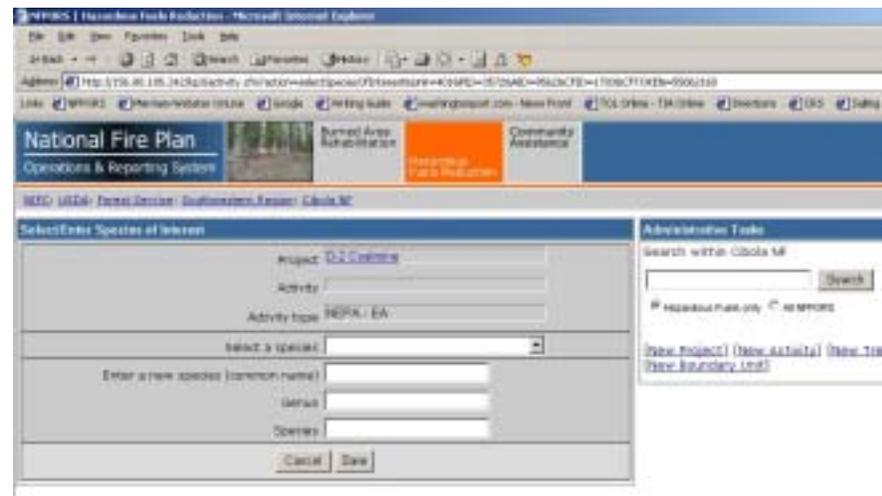
To input information about impacted species, go to the **Impacted Species** portlet.

Click on the [Add T&E Species](#) link to add a T&E specie, or click on the [Add other Species of Interest](#) link to add a specie of interest.



You may enter in an impacted specie of interest in two ways.

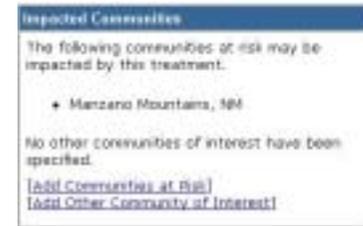
- If the specie has been previously entered, you may select it from the drop down menu.
- If you don't see the desired specie of interest in the drop down menu, you will need to input the new species common name and its genus and species.
- Once you have selected the specie of interest, or entered a new one, click the **Save** button. To cancel your entry, click the **Cancel** button.



IMPACTED COMMUNITIES

NFPORS allows users to identify communities at risk and communities of interest that may be impacted by a planning/administrative task or treatment.

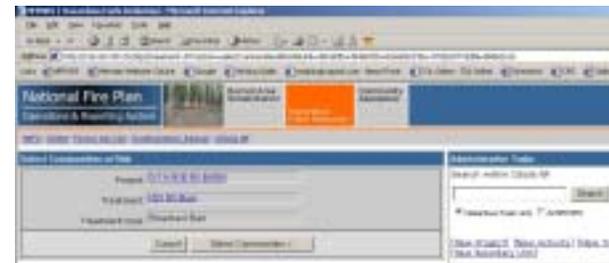
To select an impacted community go to the **Impacted Communities** portlet. Click on the [Add Community at Risk](#) link to add a community at risk, or click on the [Add Other Community of Interest](#) to add a community of interest.



COMMUNITIES AT RISK

NFPORS leverages Use Map for identifying communities at risk (CAR). Using Use Map you will draw a rectangle around the project or treatment area. Use Map will then identify any communities at risk that fall within this area. Finally, you will pick from this list the at risk community or communities that you wish to identify. The selected communities will then be transferred back to the NFPORS system.

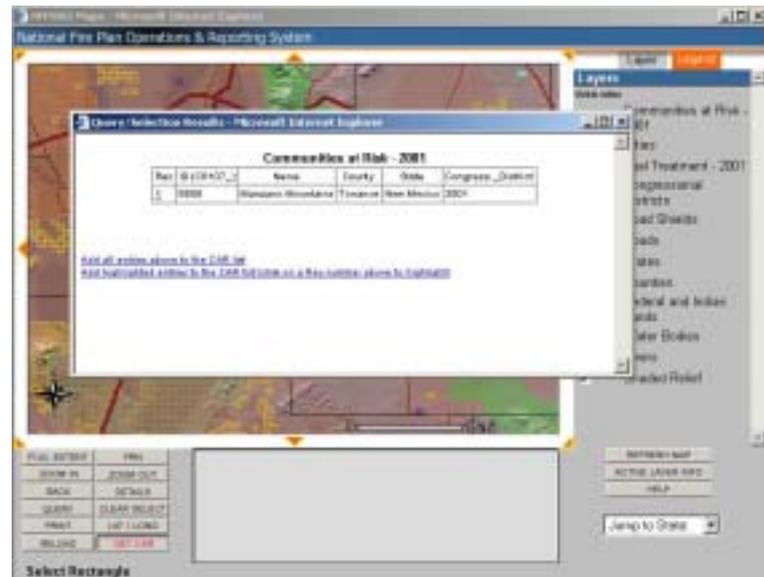
- Click the **Select Communities >** button to go to Use Map to pick the CAR. If you wish to cancel click the **Cancel** button.



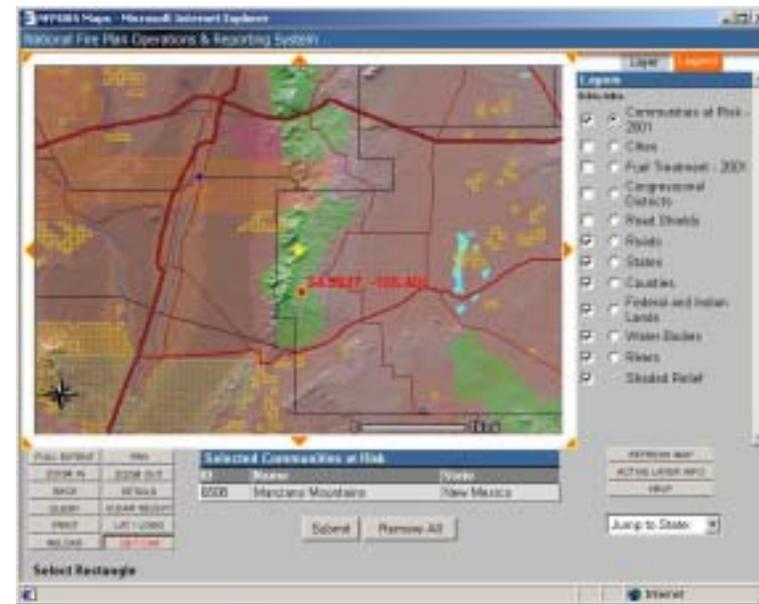
- Once Use Map has loaded click on the **Get CAR** button in the bottom left hand corner of the screen. Click the **OK** button to continue



- Next, using the mouse, draw a rectangle around the point identified on the map. After you have finished drawing the rectangle with the mouse, Use Map will identify communities at risk that fall within the area of the rectangle. Follow the instructions on the pop-up screen to choose communities at risk.



- Once you have added the communities at risk to your CAR list, click the **Submit** button. This will transfer the communities back to NFPORS. If you wish to remove the communities from your CAR list and select new ones, click the **Remove All** button.



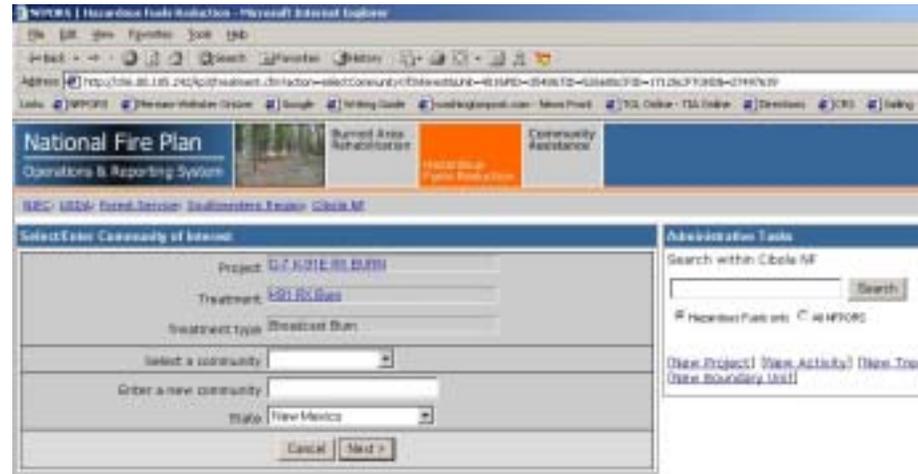
- The community or communities selected in Use Map will then be listed in the **Impacted Communities** portlet.



COMMUNITIES OF INTEREST

You may enter in a community of interest in two ways.

- If the community has been previously entered, you may select it from the drop down menu.
- If you don't see the desired community of interest in the drop down menu, you will need to input the community's name and select the State where the community is located.
- Once you have entered the community of interest click the **Save** button. To cancel your entry, click the **Cancel** button.



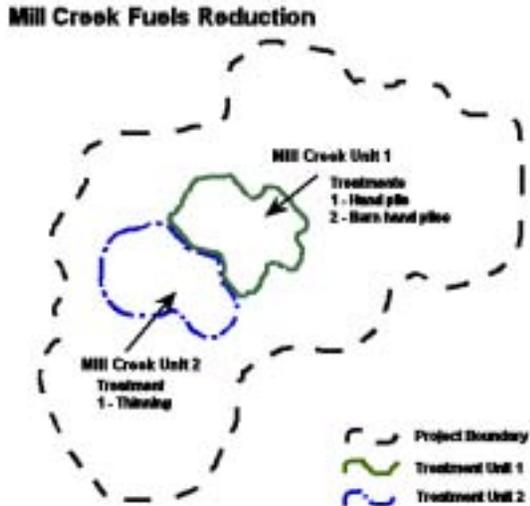
The screenshot shows a web browser window displaying the 'NFPORS | Hazardous Fuels Administration - Microsoft Internet Explorer' page. The browser address bar shows the URL: <http://196.28.135.243/afhservlet.do?actor=selectcommunity&hwstitle=HFMFD-244812-00445012-112621905-2119731>. The page title is 'NFPORS | Hazardous Fuels Administration - Microsoft Internet Explorer'. The page content includes a header with 'National Fire Plan Operations & Reporting System' and navigation links for 'Burned Area Rehabilitation', 'Hazardous Fuel Site Closure', and 'Community Assistance'. Below the header, there is a 'Select/Enter Community of Interest' form with the following fields: 'Project: G-7-RD1E-05-BURN', 'Treatment: G-21-B-05', 'Treatment type: Broadcast Burn', 'Select a community' (a dropdown menu), 'Enter a new community' (a text input field), and 'State: New Mexico' (a dropdown menu). At the bottom of the form are 'Cancel' and 'Next >' buttons. To the right of the form is an 'Administration Tasks' sidebar with a search box for 'Search within Ebole NF', a search button, and a radio button for 'Hazardous Fuels only' set to 'NFPORS'. Below the search box are links for 'New Project', 'New Activity', 'New Tool', and 'New Boundary Issue'.

APPENDIX

DEFINITIONS OF TERMS

* identifies required fields.

† identifies system generated fields.

Term	Definition
Project Attributes	
Project	<p>is defined by a single NEPA document and may span multiple fiscal years. A project occurs at the scale of planning. The project area is the conceptual area analyzed during this effort (see Figure to right). A project consists of planning or administrative activities and potentially treatments that are intended to address hazardous fuels management objectives.</p>  <p>The map, titled "Mill Creek Fuels Reduction", shows a large dashed black line representing the "Project Boundary". Inside this boundary, there are two distinct areas: "Mill Creek Unit 1" (outlined in green) and "Mill Creek Unit 2" (outlined in blue). Within Unit 1, two specific treatments are identified: "Treatment 1 - Hand pile" and "Treatment 2 - Burn hand pile". Within Unit 2, "Treatment 1 - Thinning" is identified. A legend in the bottom right corner of the map area defines the symbols: a dashed black line for "Project Boundary", a green line for "Treatment Unit 1", and a blue line for "Treatment Unit 2".</p>
Project Name *	A meaningful name given to a project that identifies its location and purpose (e.g. Mill Creek Fuels Reduction).
Project Number †	A unique project identifier that is system generated.
Status †	<p>Identifies the current project milestone and is calculated from activity and treatment information as follows:</p> <p>Initiated - no activities and treatments within a project are completed (i.e. Actual Completion Dates for all activities and treatments are blank) and one or more activity or treatment has been</p>

Term	Definition
	<p>initiated (i.e. Actual Initiation Date entered).</p> <p>Consultation Completed - project has completed ESA Consultation activity (i.e. Actual Completion Date is less than or equal to current date) and next milestone is not yet complete.</p> <p>Decision Signed - project has completed NEPA activity and next milestone is not yet complete.</p> <p>Appeals and Litigation Cleared - project with a completed Appeals and Litigation Activity (i.e. Actual Completion Date is less than or equal to current date) and treatments are not initiated.</p> <p>Operations Initiated - project with at least one treatment that has been initiated and at least one treatment that is not complete.</p> <p>Operations Complete - project where all treatments are complete and a with a monitoring activity that is not yet complete.</p> <p>Project Complete - project where all activities and treatments are complete.</p>
Local Approval *	Identifies if project has been approved by the appropriate line officer that represents the organization responsible for project implementation.
Decision Record Date †	Actual completion date of the NEPA activity for the project and is system generated.
Estimated Direct Costs †	Sum of Estimated Direct Costs for all activities and treatments within the project. This number is system generated.
Estimated Duration	Approximate lifespan of the project from inception to completion measured in years.
Latitude	The angular distance measured north (positive) or south (negative) of the equator to the treatment unit center (i.e. centroid) and presented in decimal degree format (e.g. 45.1875). Reference should be to North American Datum of 1927.
Longitude	The angular distance measured east (positive) or west (negative) from the prime meridian to the treatment unit center (i.e. centroid) and presented in decimal degree format (e.g. -93.8711). Reference should be to North American Datum of 1927.
Project Goals	Brief statement(s) of the project aim to be used in project evaluation.

Term	Definition
Project Objectives	<p>Purpose(s) of the project selected from the following list of alternatives:</p> <ul style="list-style-type: none"> Defensible Space Ecosystem Restoration Forest Health Fuel Reduction Protect Municipal Watershed Protect T&E Habitat Rangeland Health Reduce Invasive Species Wildland Urban Interface
Project Partners	<p>Identified partner(s) involved in the implementation of this project as identified by the following types:</p> <ul style="list-style-type: none"> Bureau of Indian Affairs (BIA) Bureau of Land Management (BLM) US Fish and Wildlife Service (FWS) National Park Service (NPS) USDA Forest Service (FS) Other Federal Partner State County Municipal Rural / Volunteer Fire Department Nonprofit Private Volunteer

Term	Definition
<i>Planning / Administrative Activity Attributes</i>	
Activity	A discrete administrative or planning task (e.g. permits, consultations, and approvals) that is required to accomplish project objectives. Activities are funded, accomplished and reported by fiscal year.
Activity Name	A meaningful name given to an activity that identifies its location and purpose (e.g. Mill Creek Planning).
Activity Category *	The following designated categories for the grouping activity types: Planning and Administration
Activity Type *	Specific task within the categories identified above. Designated types are as follows: Planning and Administration Assessment Fire Management Plan Consultation - ESA Consultation - SHIPO NEPA – Environmental Analysis NEPA – Environmental Impact Statement NEPA – Categorical Exclusion NEPA – Determination of NEPA Adequacy Appeals and Litigation Monitoring
Local Approval Date	Approval date by appropriate line officer for including the activity on the annual work plan.
WUI *	Indicates that the activity is or is not associated with the planning or administration of treatments occurring within the Wildland Urban Interface.

Term	Definition
Planned Direct Costs *	The sum of all costs that can be specifically identified with the delivery of the activity. Direct costs should include the costs associated with meeting regulatory requirements, contract administration costs, cost of monitoring. Do not include overhead costs.
Contract Number	Unique identifier used by agency or bureau to track contract.
Funding Source	<p>Identified source of funds for activity implementation selected from the following choices and are associated with specific agency or bureau categories:</p> <ul style="list-style-type: none"> Hazardous Fuels – WUI Hazardous Fuels – NonWUI Wildland Fire Community Assistance
Work Agent	<p>Indicates the responsible party for doing activity, selected from the following list:</p> <ul style="list-style-type: none"> Force Account Service Contract Timber Sale Purchase Cooperative Agreement Grant Volunteer
Planned Initiation Date *	Date planned for start of the activity.
Planned Completion Date *	Date planned for the completion of the activity. Activities should not be planned to span fiscal years. Enter two or more activities as an alternative to spanning activities across fiscal years.
Actual Initiation Date	Actual start date for the activity. By definition an actual date must be less than or equal to the current date.

Term	Definition
Actual Completion Date	Actual date activity is completed. By definition an actual date must be less than or equal to the current date.
<i>Treatment Attributes</i>	
Treatment	A discrete treatment applied to a treatment unit that is intended to accomplish project objectives. Treatments are funded, accomplished and reported by fiscal year.
Treatment Name	A meaningful name given to a treatment that identifies its location and purpose (e.g. Mill Creek 1 Burn Hand Piles). For example you might join the Treatment Unit Name and the Activity Type together to form the Treatment Name.
Treatment Category *	<p>The following designated categories for the grouping treatment types:</p> <ul style="list-style-type: none"> Preparation for Treatment Mechanical Prescribed Fire Other Treatment
Treatment Type *	<p>Specific hazardous fuels reduction treatments within the categories identified above. Designated types are as follows:</p> <ul style="list-style-type: none"> Preparation for Treatment Miscellaneous (Acres) Miscellaneous (Feet) Miscellaneous (Each) Mechanical Chipping Crushing Hand Pile Lop and Scatter Mastication/Mowing

Term	Definition						
	Machine Pile Biomass Removal Thinning Prescribed Fire Broadcast Burn Fire Use Hand Pile Burn Jackpot Burn Machine Pile Burn Other Treatment Chemical Biological Browsing						
Local Approval Date	Approval date by appropriate line officer for including the activity on the annual work plan.						
WUI *	Indicates that the treatment occurs within the Wildland Urban Interface.						
Treatment Unit	A treatment unit is a geographical area, or tract of land, where one or more treatments are done. Treatment Units have the following attributes: <table border="1" data-bbox="527 1036 1814 1412"> <tbody> <tr> <td data-bbox="527 1036 779 1162">Treatment Unit Name *</td> <td data-bbox="779 1036 1814 1162">A meaningful name given to a treatment unit that will uniquely identify it at the administrative unit level (e.g. refuge, field office, forest). For example. it might consist of the project name and unit number from the</td> </tr> <tr> <td data-bbox="527 1162 779 1289">Acres</td> <td data-bbox="779 1162 1814 1289">The gross area within the perimeter of the identified treatment unit. This area may include small or insignificant islands that are skipped or protected for various reasons. Linear treatment units. like fences. that</td> </tr> <tr> <td data-bbox="527 1289 779 1412">State *</td> <td data-bbox="779 1289 1814 1412">Identifies the state that a treatment unit occurs within as identified by the location of the treatment unit centroid. State is identified by its two character. U.S. Postal Service abbreviation.</td> </tr> </tbody> </table>	Treatment Unit Name *	A meaningful name given to a treatment unit that will uniquely identify it at the administrative unit level (e.g. refuge, field office, forest). For example. it might consist of the project name and unit number from the	Acres	The gross area within the perimeter of the identified treatment unit. This area may include small or insignificant islands that are skipped or protected for various reasons. Linear treatment units. like fences. that	State *	Identifies the state that a treatment unit occurs within as identified by the location of the treatment unit centroid. State is identified by its two character. U.S. Postal Service abbreviation.
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Term	Definition																			
	State *	Identifies the state that a treatment unit occurs within as identified by the location of the treatment unit centroid. State is identified by its two character, U.S. Postal Service abbreviation.																		
	Fire Regime	<p>Predominant fire regime within activity area as defined in the Implementation Plan for the 10-Year Comprehensive Strategy. Fire regimes are defined by the following categories of fire frequency (return interval) and severity:</p> <table border="1" data-bbox="945 630 1638 974"> <thead> <tr> <th>Fire Regime</th> <th>Frequency (years)</th> <th>Severity</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>0 to 35</td> <td>Low</td> </tr> <tr> <td>II</td> <td>0 to 35</td> <td>Stand Replacement</td> </tr> <tr> <td>III</td> <td>35 to 100+</td> <td>Mixed</td> </tr> <tr> <td>IV</td> <td>35 to 100+</td> <td>Stand Replacement</td> </tr> <tr> <td>V</td> <td>> 200</td> <td>Stand Replacement</td> </tr> </tbody> </table>	Fire Regime	Frequency (years)	Severity	I	0 to 35	Low	II	0 to 35	Stand Replacement	III	35 to 100+	Mixed	IV	35 to 100+	Stand Replacement	V	> 200	Stand Replacement
	Fire Regime	Frequency (years)	Severity																	
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III	35 to 100+	Mixed																		
IV	35 to 100+	Stand Replacement																		
V	> 200	Stand Replacement																		
Latitude *	The angular distance measured north (positive) or south (negative) of the equator to the treatment unit center (i.e. centroid) and presented in decimal degree format (e.g. 45.1875). Reference should be to North American Datum of 1927.																			
Longitude *	The angular distance measured east (positive) or west (negative) from the prime meridian to the treatment unit center (i.e. centroid) and presented in decimal degree format (e.g. -93.8711). Reference should be to North American Datum of 1927.																			

Term	Definition								
	<table border="1"> <tr> <td data-bbox="527 293 774 345">County †</td> <td data-bbox="774 293 1814 345">County identified by location of the treatment unit centroid.</td> </tr> <tr> <td data-bbox="527 345 774 435">Congressional District †</td> <td data-bbox="774 345 1814 435">The federal congressional district identified by the location of the treatment unit centroid.</td> </tr> <tr> <td data-bbox="527 435 774 524">Representative †</td> <td data-bbox="774 435 1814 524">Name of the federal representative for the congressional district identified by the treatment unit centroid.</td> </tr> </table>	County †	County identified by location of the treatment unit centroid.	Congressional District †	The federal congressional district identified by the location of the treatment unit centroid.	Representative †	Name of the federal representative for the congressional district identified by the treatment unit centroid.		
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Representative †	Name of the federal representative for the congressional district identified by the treatment unit centroid.								
Treatment Unit Observations	<p>Condition Class is a feature of a treatment unit that changes with time and therefore must be associated with an observation date. Condition Class is defined below. The following are attributes of Treatment Unit Observations:</p> <table border="1"> <tr> <td data-bbox="527 727 835 779">Observation Date *</td> <td data-bbox="835 727 1814 779">Date of observation or measurement of treatment unit feature</td> </tr> <tr> <td data-bbox="527 779 835 831">Condition Class 1 *</td> <td data-bbox="835 779 1814 831">Percent of treatment unit area (Acres) that is in condition class 1.</td> </tr> <tr> <td data-bbox="527 831 835 883">Condition Class 2 *</td> <td data-bbox="835 831 1814 883">Percent of treatment unit area (Acres) that is in condition class 2.</td> </tr> <tr> <td data-bbox="527 883 835 935">Condition Class 3 *</td> <td data-bbox="835 883 1814 935">Percent of treatment unit area (Acres) that is in condition class 3.</td> </tr> </table> <p>Note that the three percentages must sum to 100%.</p> <p>Condition Class – “has been developed to categorize the current condition with respect to each of the five historic Fire Regime Groups. Current condition is defined in terms of departure from the historic fire regime, as determined by the number of missed fire return intervals – with respect to the historic fire return interval – and the current structure and composition of the system resulting from alterations to the disturbance regime. The relative risk of fire-caused losses of key components that define the system increases for each respectively higher numbered condition class, with little or no risk at the Class 1 level.” (Protecting People and Sustaining Resources in Fire-Adapted Ecosystems: A Cohesive Strategy)</p>	Observation Date *	Date of observation or measurement of treatment unit feature	Condition Class 1 *	Percent of treatment unit area (Acres) that is in condition class 1.	Condition Class 2 *	Percent of treatment unit area (Acres) that is in condition class 2.	Condition Class 3 *	Percent of treatment unit area (Acres) that is in condition class 3.
Observation Date *	Date of observation or measurement of treatment unit feature								
Condition Class 1 *	Percent of treatment unit area (Acres) that is in condition class 1.								
Condition Class 2 *	Percent of treatment unit area (Acres) that is in condition class 2.								
Condition Class 3 *	Percent of treatment unit area (Acres) that is in condition class 3.								

Term	Definition								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%; text-align: left;">Condition Class</th> <th style="text-align: left;">Condition Class Description ^{1/}</th> </tr> </thead> <tbody> <tr> <td>Condition Class 1</td> <td>Fire regimes are within an historical range and the risk of losing key ecosystem components is low. Vegetation attributes (species composition and structure) are intact and functioning within an historical range.</td> </tr> <tr> <td>Condition Class 2</td> <td>Fire regimes have been moderately altered from their historical range. The risk of losing key ecosystem components is moderate. Fire frequencies have departed from historical frequencies by one or more return intervals (either increased or decreased). This results in moderate changes to one or more of the following: fire size, intensity and severity, and landscape patterns. Vegetation attributes have been moderately altered from their historical range.</td> </tr> <tr> <td>Condition Class 3</td> <td>Fire regimes have been significantly altered from their historical range. The risk of losing key ecosystem components is high. Fire frequencies have departed from historical frequencies by multiple return intervals This results in dramatic changes to one or more of the following: fire size, intensity, severity, and landscape patterns. Vegetation attributes have been significantly altered from their historical range.</td> </tr> </tbody> </table> <p>^{1/} Current conditions are a function of the degree of departure from historical fire regimes resulting in alterations of key ecosystem components such as species composition, structural stage, stand age, and canopy closure. One or more of the following activities may have caused this departure: fire suppression, timber harvesting, grazing, introduction and establishment of exotic plant species, insects or disease (introduced or native), or other past management activities.</p>	Condition Class	Condition Class Description ^{1/}	Condition Class 1	Fire regimes are within an historical range and the risk of losing key ecosystem components is low. Vegetation attributes (species composition and structure) are intact and functioning within an historical range.	Condition Class 2	Fire regimes have been moderately altered from their historical range. The risk of losing key ecosystem components is moderate. Fire frequencies have departed from historical frequencies by one or more return intervals (either increased or decreased). This results in moderate changes to one or more of the following: fire size, intensity and severity, and landscape patterns. Vegetation attributes have been moderately altered from their historical range.	Condition Class 3	Fire regimes have been significantly altered from their historical range. The risk of losing key ecosystem components is high. Fire frequencies have departed from historical frequencies by multiple return intervals This results in dramatic changes to one or more of the following: fire size, intensity, severity, and landscape patterns. Vegetation attributes have been significantly altered from their historical range.
Condition Class	Condition Class Description ^{1/}								
Condition Class 1	Fire regimes are within an historical range and the risk of losing key ecosystem components is low. Vegetation attributes (species composition and structure) are intact and functioning within an historical range.								
Condition Class 2	Fire regimes have been moderately altered from their historical range. The risk of losing key ecosystem components is moderate. Fire frequencies have departed from historical frequencies by one or more return intervals (either increased or decreased). This results in moderate changes to one or more of the following: fire size, intensity and severity, and landscape patterns. Vegetation attributes have been moderately altered from their historical range.								
Condition Class 3	Fire regimes have been significantly altered from their historical range. The risk of losing key ecosystem components is high. Fire frequencies have departed from historical frequencies by multiple return intervals This results in dramatic changes to one or more of the following: fire size, intensity, severity, and landscape patterns. Vegetation attributes have been significantly altered from their historical range.								
Planned Direct Costs	The sum of all costs that can be specifically identified with the implementation of the treatment. Direct costs should include the costs associated with meeting regulatory requirements, contract administration costs, cost of monitoring. Do not include overhead costs.								

Term	Definition
Contract Number	Unique identifier used by agency or bureau to track contract.
Funding Source	<p>Identified source of funds for activity implementation selected from the following choices and are associated with specific agency or bureau categories:</p> <ul style="list-style-type: none"> Hazardous Fuels – WUI Hazardous Fuels – NonWUI Wildland Fire Community Assistance
Work Agent	<p>Indicates the responsible party for doing activity, selected from the following list:</p> <ul style="list-style-type: none"> Force Account Service Contract Timber Sale Purchase Cooperative Agreement Grant Volunteer
Planned Initiation Date	Date planned for start of the activity.
Planned Completion Date	Date planned for the completion of the activity. Activities should not be planned to span fiscal years. Enter two or more activities as an alternative to spanning activities across fiscal years.
Planned Accomplishment	The planned quantity of work to be accomplished in whole numbers, reported in the defined units for the specified Activity Type (e.g. acres, miles or each). For prescribed fire this is usually the “firelined” acres. Actual “blackened” acres may be less (i.e. insignificant islands within the burn unit that were either not blackened due to micro aspects or protected for whatever purpose are not worth trying to calculate for Work Amount purposes). Acres protected by doing the activity are not a part of Work Amount (i.e. fuel breaks).

Term	Definition
Actual Initiation Date	Actual start date for the treatment. By definition an actual date must be less than or equal to the current date.
Actual Completion Date	Actual date treatment was completed. By definition an actual date must be less than or equal to the current date.
Actual Accomplishment	The actual quantity of work accomplished in whole numbers, reported in the defined units for the specified Activity Type (e.g. acres, miles or each). For prescribed fire this is usually the “firelined” acres. Actual “blackened” acres may be less (i.e. insignificant islands within the burn unit that were either not blackened due to micro aspects or protected for whatever purpose are not worth trying to calculate for Work Amount purposes). Acres protected by doing the activity are not a part of Work Amount (i.e. fuel breaks).