



United States Department of the Interior

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In Reply Refer to:
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Instruction Memorandum No. FA IM-2009-010
Expires: 09/30/2009

To: State Directors
From: Deputy Assistant Director (NIFC), Fire and Aviation
Subject: Department of the Interior Base 8 Funding Policy

Program Area: Fire Management

Purpose: The purpose of this Instruction Memorandum (IM) is to provide direction for employees normally funded by the fire preparedness, fuels, emergency stabilization, burned area rehabilitation, and non-fire programs when assigned to wildland fire suppression incidents.

Policy/Action: See Attachment 1, Bureau of Land Management (BLM) Guidance on the Department of the Interior (DOI) Base 8 Funding Policy.

Timeframe: This IM is effective immediately.

Budget Impact: None

Manual/Handbook Sections Affected: The appropriate manuals and handbooks will be updated to reflect this policy as part of their normal recurring cycle.

Coordination: This policy has been coordinated with the DOI Office of Wildland Coordination and the DOI Wildland Fire Management Agencies (i.e., the Bureau of Indian Affairs, Fish & Wildlife Service, and National Park Service) and Renewable Resources and Planning (LLWO200000).

Contact: Questions should be addressed to Hallie Locklear, Incident Business Management Specialist, 208-387-5166 or Denise Schmitz, Chief, Budget and Evaluations, 208-387-5161.

Signed by:
Timothy M. Murphy
Deputy Assistant Director (NIFC), Fire and Aviation

Authenticated by:
Erin K. Maskalick
Records Management Specialist

1 Attachment:

1 – BLM Guidance on the DOI Base 8 Funding Policy (1 page)

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Hallie Locklear (FA400)

Bureau of Land Management Guidance on the Department of the Interior Base 8 Funding Policy

Historically base salary cost (base 8) for fire program management personnel and firefighters has been funded from Preparedness. In January, 2003 the Wildland Fire Leadership Council (WFLC) made a decision to continue to pay base 8 salary from preparedness funds. This policy is still in place.

The following guidance provides direction for employees normally funded by the fire preparedness, fuels, emergency stabilization, burned area rehabilitation, and non-fire programs when they are assigned to wildfire suppression incidents.

The Department of the Interior (DOI) Base 8 Funding Policy is as follows:

► **Employees Funded by Fire Preparedness Program** (*i.e., LF10000PP.XX0000*): Employees funded with fire preparedness funds will continue to charge their regular base 8 hours to the fire preparedness program when they are assigned to a wildfire suppression incident (including initial attack, *i.e., LF10000PP.HU0000 L.F.PP.XXXX0000*). Overtime, premium pay, etc, will be charged to the appropriate fire suppression Functional Area and Work Breakdown Structure (WBS) (*i.e., LF20000SP.HU0000 L.F.SP.XXXX0000*).

► **Employees Funded by Fuels Programs** (*i.e., LF31010WU.XX0000, LF31010CA.XX0000, LF31020NW.XX0000 or LF1020CA.XX0000*): Employees funded with fuels program funds will charge their regular base 8 hours, and any overtime or premium pay to the fire suppression program (*i.e., LF20000SP.HU0000 L.F.SP.XXXX0000*) when they are assigned to a wildfire suppression incident (including initial attack).

► **Employees Funded by Emergency Stabilization (ES), Burned Area Rehabilitation (BAR)** (*i.e., LF20000ES.XX0000, LF32000BR.XX0000*): Employees funded with ES&R funds will charge their regular base hours and any overtime or premium pay to the fire suppression program (*i.e., LF20000SP.HU0000 L.F.SP.XXXX0000*) when they are assigned to a wildfire suppression incident.

► **Employees Funded by Non-Fire Programs**: Employees funded with non-fire program funds will charge their regular base 8 hours and any overtime or premium pay to the fire suppression program (*i.e., LF20000SP.HU0000 L.F.SP.XXXX0000*) when they are assigned to a wildfire suppression incident, including initial attack.

The examples above do not notate Cost Centers. Units should always charge to their own 10 character Cost Center when coding Base 8's.

Note: In the Functional Area examples XX = PE
In the WBS examples XXXX = FireCode.

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