**Night Differential Clarification for Incident Related Work**

*August 2, 2016*

In clarification of the BLM’s [IB-2016-067: Guidance on Entitlement to Night Differential](http://web.blm.gov/internal/wo-500/directives/dir-16/ib2016-067.html) for incident assignments:

1. If an employee is eligible for a spot tour of duty change (using the guidance in the IIBMH), then night differential (for both base and overtime hours) is appropriate.  *Examples include extended attack, team assignments, etc. of more than one calendar day.*
2. If an employee has an official change in their work week schedule to a night shift, then night differential (for both base and overtime hours) is appropriate.  *An example would be a dispatcher assigned to work the night shift at their home unit by their supervisor.*
3. If an employee is assigned to support fire activity as part of a temporary change to their tour of duty, and that temporary change includes hours between 6 pm and 6 am for more than one day - night differential is appropriate (for both base and overtime hours) after the second consecutive day.  *An example would be an employee scheduled in advance to support a fire part of the calendar day (for multiple days) as a driver, cache worker, dispatcher or other support role.*
4. Extended shifts on a day-by-day basis would not be eligible for night differential (for neither base nor overtime hours). *This would include extended staffing hours announced later in the day, etc.*
5. Any approved fire timekeeping document is acceptable for recording night differential (i.e. OF-288, CTR, Field Time Report, etc.).  *It is not necessary to provide additional documentation to show that the night differential hours were scheduled or to show a standard shift.*
6. The total night differential hours for the calendar day (both base and overtime) should be coded in QuickTime to the incident using the “130” hours code.
7. This change became effective 07/12/2016 and retroactive actions to change time prior to the 12th are not appropriate.
8. Questions about these clarifications for incident assignments should be directed to your State Fire Business Lead.