

# Interagency Incident Team Evaluation

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<b>Team IC</b>		<b>Incident Type</b>	
<b>Incident Name</b>		<b>Incident Number</b>	
<b>Assignment Dates</b>		<b>Total Acres</b>	
<b>Host Agency</b>		<b>Evaluation Date</b>	
<b>Administrative Unit</b>		<b>Sub-Unit</b>	

**COMPLETE THE FOLLOW EVALUATION NARRATIVES AND RATING FOR EACH QUESTION**

**(0 – did not achieve, 5 – excelled)**

<b>1.</b>	<b>How well did the Team accomplish the objectives described in the Wildland Fire Decision Support System (WFSS) and/or the Delegation of Authority, and the Agency Administrator Briefing?</b>						
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
(Explain)							
<b>2.</b>	<b>How well did the Team manage the cost of the incident? Did the team follow agency incident operating guidelines? Were follow-up issues identified and documented for the Agency Administrator ie; invoices, OWCP and vendor issues?</b>						
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
(Explain)							
<b>3.</b>	<b>How did the Team demonstrate sensitivity to resource limits/constraints and environmental concerns?</b>						
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	
(Explain)							

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<b>4.</b>	<b>How well did the Team deal with sensitive political and social concerns?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>5.</b>	<b>Was the Team professional in the manner in which they assumed management of the incident and how they managed the total incident? How did the Team handle transition either to another IMT or in returning the incident the hosting agency?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>6.</b>	<b>How well did the Team anticipate and respond to changing conditions, was the response timely and effective?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>7.</b>	<b>How well did the Team place the proper emphasis on safety?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>8.</b>	<b>Did the Team activate and manage the mobilization/demobilization in a timely and cost effective manner?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						

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<b>9.</b>	<b>How well did the Team use local resources, trainees, and closest available forces?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>10.</b>	<b>How did the Team notify the incident agency regarding triggers for initiating a cost share agreement or large fire cost review? How were those recommendations implemented?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>11.</b>	<b>Was the IC engaged and in charge of the Team and the Incident? How well did the IC function and operate as a leader?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>12.</b>	<b>How timely was the IC in assuming responsibility for the incident and initiating action?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>13.</b>	<b>How did the IC show sincere concern and empathy for the hosting unit and local conditions?</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						

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<b>14.</b>	<b>Was the agency administrator or designee made aware that the Time Unit closed out/transitioned per unit operating guidelines? Example: AD time complete per payment center and agency requirements, cooperators given appropriate documents per agreements, OF 288's complete and returned.</b>					
<b>Circle one</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
(Explain)						
<b>15.</b>	<b>Other comments:</b>					
<b>Note: Agency Administrators may provide additional feedback relating to the financial package to Incident Commanders and GACCs 60-90 days following the IMT close-out. AA;'s should coordinate with the payment centers and local business specialists on follow-up evaluation questions 2, 10, 14 and any other pertinent feedback.</b>						
<b>Agency Administrator or Agency Representative:</b>					<b>Date:</b>	
<b>Incident Commander:</b>					<b>Date:</b>	