

## **SUMMARY OF MAJOR CHANGES**

### **2018 INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK REVISION**

#### General:

- Name has been changed to “NWCG Standards for Interagency Incident Business Management” to conform to NWCG naming convention.
- Handbook will be electronic only, Great Basin Cache has destroyed inventory of 2016 version and will no longer stock the small size binders and content.

#### Chapter 10:

- Clarified the “Extended Work Shift Documentation” form is an example only, not mandatory for use, and added language regarding what information needs to be included in documentation of extended work shifts.
- Added language to clarify AD hires are entitled to guaranteed hours (8 hours) for mandatory days off if away from point of hire. Additional language added to AD Pay Plan also.
- Added language to clarify days off and assignment extensions for agency pilots.
- Added language to “Firefighting” section under the Criteria for Entitlement to Hazardous Pay Differential for Irregular and Intermittent Hazardous Duties section to identify the criteria applies to single resource personnel assigned to the fireline.
- No changes to criteria for hazard pay for low level flights – on going effort with the interagency aviation group that initiated the letter in 2017 to better define some of the information.
- Added language regarding Reasonable Accommodations and the process required by employees prior to accepting incident assignments.
- Deleted examples of Continuation of Pay (COP) for ADs
- Clarified language regarding ADs use of POVs – removed language stating ADs could be requested to use POV for official business.

#### Chapter 20:

- Added language regarding incident only agreements and land use agreements being used in complex/merge/split situations to be used without having to write new agreements.
- Added language to allow for successor Contracting Officer’s to modify incident only agreements.

#### Chapter 30:

- Added language regarding what type of items should be considered consumable for incident replacement purposes; clarified paperwork requirements and processes for incident replacement requests and damage to government property requests.

