



**Northern Rockies  
Delegation of Authority (DOA)  
Cost Management**

**Agency Administrators: Use the following template language for the cost management portion of the DOA to the Incident Management Team:**

**Cost Management Direction:**

- 1) Establish and monitor cost effective methods of accomplishing objectives as outlined in the WFSA.
  - a. Document your cost management decisions.
    - i. Talk with your Agency Administrator daily to validate the WFSA review and document cost management decisions related to the cost factors of sufficient and reliable information, social factors, risk management, and strategic and tactical decisions.
    - ii. Document cost management decisions using the IC Daily Summary form.
    - iii. Submit the IC Daily Summary each day to **XX** (host unit contact) and the following ftp site, 2008 folder, **XX** fire folder:  
[ftp://ftp.nifc.gov/Incident\\_specific\\_Data/N\\_ROCKIES](ftp://ftp.nifc.gov/Incident_specific_Data/N_ROCKIES)
    - iv. Document in the 209 the significant issues for values at risk (blocks 28 & 29).
    - v. Make rationale for decisions crystal clear to minimize misinterpretation.
  - b. If the fire is expected to be a long duration event, develop a long term management plan that describes the values at risk. Ensure that the management action points have identified implementation cost so that the Agency Administrator can make an informed decision on protection of values at risk.

- 2) Utilize the Incident Business Management Plan to assist with business management decisions. For clarification or interpretation of any items, contact the designated Unit Administrative Representative or the Incident Business Advisor (IBA).