

NATIONAL FIRE PREVENTION EDUCATION TEAM

2020 PROGRAM PLAN

PREPARED BY:

**COMMUNICATION, EDUCATION, PREVENTION
COMMITTEE
NATIONAL WILDFIRE COORDINATING GROUP**



NATIONAL FIRE PREVENTION EDUCATION TEAM (NFPET) 2020 PROGRAM PLAN

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NFPET MISSION

The mission of National Fire Prevention and Education Teams (NFPETs) is to provide unit and agency managers with skilled and mobile personnel which have the ability to supplement or enhance ongoing local wildfire prevention and education activities, where hazard or risk is, or is expected to be, elevated above normal. Ordering NFPETs for normal, routine, or project work should be discouraged.

Teams are highly effective in their ability to reduce unwanted human-caused wildland ignitions and are equipped to rapidly complete on-site prevention assessments and plans, initiate implementation of such plans, and to begin immediate prevention and education activities.

NFPET GEOGRAPHIC AREA COORDINATORS

National oversight of the NFPET activities is provided by a NFPET Geographic Area Coordinator (GAC); usually this is the USDA Forest Service Fire Prevention Program Manager. A list of the current year's GACs is included in Appendix A. Each Geographic Area Coordinator shall designate and train at least one alternate.

NFPET ORGANIZATION

Teams are supervised by a Prevention and Education Team Leader (PETL). Team leaders are assisted by two other members and by additional specialists, as needed to complete a team's assigned tasking as effectively and efficiently as possible.

A basic team is composed of three personnel with these minimum qualifications:

- 1 PETL - Prevention and Education Team Leader;
- 1 PETM - Prevention and Education Team Member; and
- 1 PIO2 - Public Information Officer Type 2

Actual team composition may include additional support positions, as determined jointly by the team leader and the ordering unit, on a case-by-case basis, based on the team's anticipated tasking. Additional support personnel should be ordered through normal dispatch procedures.

The assignment of PETL and PETM trainees is encouraged. If the use of trainees is authorized by the ordering unit, priority for assignment is to be given to trainees selected by the team's NFPET Geographic Area Coordinator or the ordering unit's Geographic Area priority trainee program, where applicable.

NFPET SELECTION AND ASSIGNMENT

Each area should provide at least one team for the national schedule, and if possible, an additional team. NFPET Geographic Area Coordinators are responsible for the overall organization of teams. Team Leaders will be responsible for selecting team members.

Candidates for team assignment must meet all prerequisites of training, experience, and physical requirements. The basic requirements are set forth in the National Wildfire Coordinating Group's publication "National Incident Management System: Wildland Fire Qualification System Guide", PMS 310-1, (October, 2015) and/or "Forest Service Fire and Aviation Qualifications Guide" (FSFAQG), February 28, 2011, depending on agency affiliation. "

Normally, team member selection and assignment timelines shall be:

- October 1st: NFPET Geographic Area Coordinators determine the number of teams to be maintained.
- October 15th: NFPET Geographic Area Coordinators identify all qualified and available team candidates, irrespective of agency or status (i.e., active or retired).
- October 15th: NFPET Geographic Area Coordinators distribute nomination forms to all qualified and available team candidates, for positions needing to be filled.
- November 15th: Completed nomination forms are due back to the NFPET Geographic Area Coordinators.
- December 15th: Team Leaders (in consultation with others as needed or desired) complete selections, make assignments to teams and share information to National FPET Coordinator.
- No later than January 14th: The National FPET Coordinator submits the Geographic Area "on call" schedule (appendix B) to NICC (for distribution to the Geographic Area Coordination Center) and NFPET Geographic Area Contact List (Appendix A) for inclusion in the National Mobilization Guide.
- Distribute final plan to all NFPET Geographic Area Coordinators as well as to Chair, NWCG Communication, Education, and Prevention Committee.

NFPET MOBILIZATION AND DISPATCH

NFPET Geographic Area Coordinators shall prepare and prioritize teams for mobilization and dispatch in accordance with an on-call schedule (see Appendix B). The Team Leader or the NFPET Geographic Area Coordinator will request the Team Leader's local dispatch office to prepare a roster with the designated members. Information that should be supplied is the name, position, and dispatch identifier for each member of the team. The team is then listed as available during the scheduled time.

Requests for a team shall normally be placed through the established ordering channels using the Resource Ordering and Status System (ROSS)/Interagency Resource Ordering Capability (IROC) process on an Overhead Group Request form.

During an area's on-call period, if all of the area's available teams have been mobilized and dispatched, the NFPET Geographic Area Coordinator will work with the Geographic Area Coordination Center (GACC) to fill additional team orders by utilizing:

- First, the FPET alternate member list maintained by the NFPET Geographic Area Coordinator;
- Second, locating other teams which are available nationally.

If the additional team order is not filled within 24 hours, the request will be passed to NICC.

A team will be considered unavailable for dispatch if the team leader is unavailable for assignment.

Each team leader is responsible for ascertaining the readiness of their team for dispatch and for notifying their dispatch center and the NFPET Geographic Area Coordinator of any anticipated change and of the availability of their team for dispatch. The NFPET Geographic Area Coordinator shall continually keep the GACC apprised of the availability of their teams for dispatch. The NFPET Geographic Area Coordinator will provide the GACC with the schedule, the team leaders, and their respective dispatch centers.

Team members may be released or replaced from a team assignment either temporarily or permanently, and an alternate member assigned for any bona fide reason. Bona fide reasons include, but are not limited to, sickness, agency administrator direction, or family emergency.

- Prior to a dispatch:
 - The NFPET's Geographic Area Coordinator shall authorize the replacement of a team leader.
 - A team leader, in consultation with the NFPET's Geographic Area Coordinator (if time permits) shall authorize the replacement of other assigned team members.
 - Vacancies which occur due to such replacements shall be filled by qualified personnel from the NFPET alternate member list maintained by the NFPET's Geographic Area Coordinator.
- During a team's mobilization:
 - The incident's local agency administrator shall authorize the release and replacement of a team leader.
 - A team leader, in consultation with the incident's local agency administrator (if time permits), shall authorize the release and/or replacement of other assigned team members.
 - Vacancies which occur due to such releases/replacements shall be filled by qualified personnel from the NFPET alternate member list maintained by the local NFPET Geographic Area Coordinator, via the established ordering process.

ADDITIONAL NFPET GEOGRAPHIC AREA COORDINATOR RESPONSIBILITIES

NFPET Geographic Area Coordinators shall:

- Monitor the status and the needs of their region's mobilized and dispatched teams, irrespective of the region to which they have been deployed.
- Work continually and closely with all appropriate GACC Dispatch centers:

- Monitor and facilitate the mobilization and dispatch of teams from their region;
- Monitor and facilitate the mobilization and dispatch of teams into their region; and
- Discourage local and unique rules, requirements, or limitations that conflict with this Plan and which have the effect of reducing the number of teams available for mobilization and dispatch.
- Assist field units within their region which have ordered or are considering ordering a team, including, but not limited to:
 - Discourage the ordering of teams for normal, routine, or project work; and
 - Discourage prolonged “back to back” use of successive teams, except in unusual situations.
- Identify all PETLs and PETMs within their region, irrespective of their agency or status (i.e., active or casual hire/AD.)
- Create and maintain an NFPET alternate member list. This list is to include all qualified and available PETLs, PETMs, and trainees within the area not currently assigned to a team. The list is to include personnel irrespective of agency or status (i.e., active, casual hire/AD, qualified or trainees).
- Facilitate the acquisition of training and experience for PETL and PETM positions by:
 - Qualified personnel;
 - Trainees; and
 - Personnel who have shown an interest in becoming qualified for these positions.
- Notify the National FPET Coordinator (usually the USFS Fire Prevention Program Manager, Washington Office) of all fire prevention and education team mobilizations, whether within geographic area or nationally.