

CHAPTER 10 - PERSONNEL

Section 16 – TRAINING AND PERFORMANCE EVALUATIONS

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16 - TRAINING AND PERFORMANCE EVALUATIONS.

16.1 - Position Task Books. Position task books list the performance requirements (tasks) for a specific position in a format that allows a trainee to be evaluated against written guidelines. Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position. The incident training specialist, section chief, or unit leader identifies incident training opportunities for trainees and assigns an evaluator to document the training assignment in the position task book.

16.2 - Performance Evaluations. Unit leaders establish job performance requirements and provide these elements to subordinates upon incident assignment. Performance elements must be measurable and directly related to the assigned tasks. Incident supervisors evaluate performance throughout the incident. Incident supervisors ensure that performance ratings are completed as required by the incident or agency policy.

A checklist of job duties, by Section and position is contained in the Fireline Handbook, PMS 410-1.

16.3 – Position Qualifications.

The National Interagency Incident Management System (NIIMS) Wildland and Prescribed Fire Qualification System Guide (NFES 1414, PMS 310-1) contains the minimum qualifications and skills for some of the Incident Command System (ICS) positions. The National Interagency Mobilization Guide (NFES 2092), Chapter 60, contains other positions not listed in PMS 310-1 that are agency certified. In addition, agencies may supplement the qualifications and skills found in PMS 310-1 with agency specific requirements.