

2008 INTERAGENCY INCIDENT BUSINESS MANAGEMENT HANDBOOK – 2009 Amendment

A summary of revisions that contain policy change as well as new and updated direction follows by chapter for the 2008 Interagency Incident Business Management Handbook. Responsibilities have been added or clarified and exhibits have been updated to reflect policy changes and updates.

The IIBMH continues to be available for order from the Great Basin Cache in 6.5”x 8.5” format. When ordering a new handbook, the amendment will need to be ordered as well. The amendment can be ordered individually, using NFES number 1037 Amendment 1 (2009). A full size (8.5” x 11”) version of the amended chapters will be available for print from the web at: <http://www.nwcg.gov/teams/ibpwt/index.htm> or <http://www.nwcg.gov/pms/pubs/pubs.htm> . The posted version of the handbook will be replaced with the complete new version.

Chapter 10 – Personnel

- Deleted two mandatory days off after an extension. (12.7-2 #4 Incident Management Team Extensions)
- Updated amount of time an exempt employee must perform nonexempt work to be considered nonexempt for pay purposes. Update required due to change in CFR. (12.11a)
- Changes “ESF4 Structure Support” and “ESF4 Wildland Support” to exempt positions. (12.11a)

Section 15 – Personnel/Compensation for injury and illness

- Adds any treatment by a nurse practitioner or physician’s assistant must be countersigned by a physician. (15.05 #5)
- Clarifies the charge for Continuation of Pay (COP) for base hour requirements begins the shift immediately following the injury. (15.1-4)
- Adds process for the utilization of local pharmacies. (15.3 #3)
- Updates list of OWCP Offices. (exhibit 4)

Section 16 – Travel

- Clarifies casuals who are not reassigned and deviate from the normal route home will only be reimbursed for the number of miles back to the point of hire. (16.1 #7)

Chapter 20 – Acquisition

- Adds language regarding the use of Incident Blanket Purchase Agreements (I-BPAs) throughout the chapter.
- Clarifies pre-season competed agreements shall be used as the first source for equipment rentals. (24.3)
- Adds if competed equipment is not available, it is appropriate to use an incident-only EERA. (24.3)
- Adds Vendors awarded pre-season competitive I-BPAs have priority to remain on the incident over incident-only agreements. (24.3-1 #3)
- Provides basis for development of geographic area standard rates. (24.3-3)
- Adds guidance for Incident-Only EERAs. (24.3-4)
- Adds claim settlement authority is located at C.5 in the contract clauses of the I-BPA. (26.6)
- Updates exhibits to reflect current policy.

Chapter 80 – Cost Accounting and Reporting

- Provides reference website for current standard component costs. (81.2) (83.3)