

A Publication of the  
National Wildfire  
Coordinating Group

Sponsored by  
United States  
Department of Agriculture

United States  
Department of the Interior

National Association of  
State Foresters



**NATIONAL INTERAGENCY  
INCIDENT MANAGEMENT SYSTEM**

**TASK BOOK FOR THE POSITION OF  
CACHE DEMOBILIZATION  
SPECIALIST (CDSP)**

**PMS 311-91  
NFES 2623**

**March 1999**

<b>TASK BOOK ASSIGNED TO:</b>
INDIVIDUAL'S NAME, DUTY STATION, AND PHONE NUMBER  <b>TASK BOOK INITIATED BY:</b>
OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER
LOCATION AND DATE THAT TASK BOOK WAS INITIATED

*The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.*

**EVALUATOR**

**DO NOT COMPLETE THIS UNLESS YOU ARE RECOMMENDING THE TRAINEE FOR CERTIFICATION**

**VERIFICATION / CERTIFICATION OF COMPLETED TASK BOOK  
FOR THE POSITION OF**

**FINAL EVALUATOR'S VERIFICATION**

I verify that all tasks have been performed and are documented with appropriate initials. I also verify that \_\_\_\_\_  
has performed as a trainee and should therefore be considered for certification in this position.

\_\_\_\_\_  
FINAL EVALUATOR'S SIGNATURE AND DATE

\_\_\_\_\_  
EVALUATOR'S PRINTED NAME, TITLE, DUTY STATION, AND PHONE NUMBER

**AGENCY CERTIFICATION:**

I certify that \_\_\_\_\_  
has met all requirements for qualification in this position and that such qualification has been issued.

\_\_\_\_\_  
CERTIFYING OFFICIAL'S SIGNATURE AND DATE

\_\_\_\_\_  
CERTIFYING OFFICIAL'S NAME, TITLE, DUTY STATION, AND PHONE NUMBER

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National Interagency Fire Center  
ATTN: Supply  
3833 S. Development Avenue  
Boise, Idaho 83705

Order NFES #2622

## NATIONAL WILDFIRE COORDINATING GROUP POSITION TASK BOOK

Position Task Books (PTB) have been developed for designated positions within the National Interagency Incident Management System. Each PTB lists the performance requirements (tasks) for the 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.

Evaluation and confirmation of the trainee's performance of all the tasks may involve more than one evaluator and can occur on incidents, in classroom simulation, and in other work situations. **Designated PTBs require position performance during which the majority of required tasks are demonstrated on a single wildland or prescribed fire. Some positions require that specific tasks be performed on a wildland fire. Performance of these tasks on other kinds of incidents is NOT qualifying.** It is important that performance be critically evaluated and accurately recorded by each evaluator. All tasks must be evaluated before recommending certification. All bullet statements within a task which require an action (contain an action verb) must be demonstrated before that task can be signed off.

A more detailed description of this process, definitions of terms, and responsibilities are included in the Wildland and Prescribed Fire Qualification Guide 310-1. A brief list of responsibilities also appears below.

### RESPONSIBILITIES:

1. The **Home Unit** is responsible for:
  - Selecting trainees based on the needs of the home unit and higher levels.
  - Ensuring that the trainee meets the training and experience requirements included in the Wildland and Prescribed Fire Qualification Guide 310-1.
  - Initiating PTBs to document task performance.
  - Explaining to the trainee the purpose and processes of the PTB as well as the trainee's responsibilities.
  - Providing opportunities for evaluation and/or making the trainee available for evaluation.
  - Providing an evaluator for local assignments.
  - Tracking progress of the trainee.
  - Confirming PTB completion.
  - Determining certification per local policy.
  - Issuing proof of certification.
2. The **Trainee** is responsible for:
  - Reviewing and understanding instructions in the PTB.
  - Identifying desired objectives/goals.
  - Providing background information to an evaluator.

- Satisfactorily demonstrating completion of all tasks for an assigned position within three years.
  - Assuring the Evaluation Record is complete.
  - Notifying home unit personnel when the PTB is completed and providing a copy.
  - Keeping the original PTB in personal records.
3. The **Evaluator** is responsible for:
- Understanding the Wildland and Prescribed Fire Qualifications System.
  - Being qualified and proficient in the position being evaluated.
  - Meeting with the trainee and determining past experience, current qualifications, and desired objectives/goals.
  - Reviewing tasks with the trainee.
  - Explaining to the trainee the evaluation procedures that will be utilized and which objectives may be attained.
  - Identifying tasks to be performed during the evaluation period.
  - Accurately evaluating and recording demonstrated performance of tasks. Satisfactory performance shall be documented by dating and initialing completion of the task. Unsatisfactory performance shall be documented in the Evaluation Record.
  - Completing the Evaluation Record found at the end of this PTB.
4. The **Final Evaluator** is responsible for:
- Signing the verification statement inside the front cover of the PTB when all tasks have been initialed and if the trainee is recommended for certification.
5. The **Incident Training Specialist** is responsible for:
- Identifying incident evaluation opportunities.
  - Assuring that trainees have met prerequisites.
  - Identifying and assigning a qualified evaluator that can provide a positive experience for the trainee, and making an accurate and honest appraisal of the trainee's performance.
  - Providing PTBs to approved trainees on the incident when home unit was unable to provide them.
  - Documenting the assignment.
  - Conducting progress reviews.
  - Conducting a close-out interview with the trainee and evaluator and assuring that documentation is proper and complete.
  - Notifying trainee's home unit.

## QUALIFICATION RECORD

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p><b><u>GENERAL</u></b></p> <p>1. <u>Obtain and assemble information and materials needed for kit.</u> Kit should be assembled and prepared prior to receiving an assignment. Kit should contain critical items needed for the assignment and items needed for functioning during the first 48 hours. Kit should be easily transportable and within agency weight limitations (per National Interagency Mobilization Guide). The suggested materials are:</p> <ul style="list-style-type: none"> <li>• Cache Demobilization Specialist (CDSP) Job Aid</li> <li>• NWCG Fireline Handbook, PMS 410-1 (NFES #0065)</li> <li>• Shipping Tags (NFES #0216)</li> <li>• NFES Catalog, Part 1 &amp; 2 (NFES #0362)</li> <li>• Emergency Firefighter Time Report, OF-288 (NFES #0866)</li> <li>• Crew Time Report, SF-261 (NFES #0891)</li> <li>• General Message, ICS-213 (NFES #1336)</li> <li>• Unit Log, ICS-214 (NFES #1337)</li> <li>• Interagency Incident Waybill (NFES #1472)</li> <li>• Interagency Incident Waybill, cont. (NFES #1473)</li> <li>• Property Loss or Damage Report, OF-289 (NFES #1864)</li> <li>• Emergency Response Guidebook (NFES #2150)</li> <li>• Fire Equipment Storage and Refurbishing Standards (NFES #2249)</li> <li>• Property Transfer - agency specific (AD-107 or DI-105)</li> </ul>	O		

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 I = task must be performed on an incident (flood, fire, prescribed fire, search & rescue, planned event, etc.)  
 W = task must be performed on a wildland fire incident  
 /R = Rare event—the evaluation assignment may not provide opportunities to demonstrate performance. The evaluator may be able to determine skills/knowledge through interview or the home office may need to arrange for another assignment or a simulation.  
 RX = task must be performed on a prescribed fire incident

**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<ul style="list-style-type: none"> <li>• Pencils, pens, highlighters, pads, tape, felt markers, large manila envelopes, and expanding folders</li> <li>• Flashlight, siphon pump, utility knife, door seals, calculator, and handheld counter</li> </ul>			
<p><b><u>MOBILIZATION</u></b></p> <p>2. <u>Obtain complete information upon initial activation.</u></p> <p>From dispatch:</p> <ul style="list-style-type: none"> <li>• Incident name</li> <li>• Incident order number</li> <li>• Incident number (accounting code)</li> <li>• Incident base/phone number</li> <li>• Request number</li> <li>• Reporting location</li> <li>• Reporting date and time</li> <li>• Transportation arrangements/travel routes</li> </ul> <p>From other sources:</p> <ul style="list-style-type: none"> <li>• Incident's National Interagency Support Cache (NISC)</li> <li>• Terrain</li> <li>• Weather (current and expected)</li> <li>• Unusual personal needs specific to the incident</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>3. <u>Gather all available information necessary to accurately assess assignment and determine immediate needs and actions.</u></p> <ul style="list-style-type: none"> <li>• Cache manager's name and phone number.</li> <li>• Current situation and Incident Summary Report.</li> <li>• Directory of all the NISCs.</li> <li>• Special instructions/needs from NISC or satellite cache.               <ul style="list-style-type: none"> <li>- Accountability, packaging, loading, shipping</li> </ul> </li> <li>• Incident supervisor's name, phone number, and location.</li> <li>• Type of communications available.               <ul style="list-style-type: none"> <li>- Fax, radios, phones, cell phones, computers</li> </ul> </li> <li>• Expected duration of assignment.</li> </ul>	I		
<p><b><u>INCIDENT ACTIVITIES</u></b></p> <p>4. <u>Arrive at incident/cache and check in.</u></p> <p>At incident:</p> <ul style="list-style-type: none"> <li>• Report to status check-in recorder and complete Check-in List (ICS-211).</li> <li>• Report to the finance/administration section and initiate timesheet.</li> <li>• Seek out logistics section chief and/or supply unit leader.</li> </ul> <p>At cache:</p> <ul style="list-style-type: none"> <li>• Contact the cache manager.</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>5. <u>Obtain briefing from the logistics section chief/cache manager.</u> You are responsible for asking adequate questions that will allow satisfactory completion of all job aspects. Briefing should include as a minimum:</p> <ul style="list-style-type: none"> <li>• Sleeping and eating arrangements.</li> <li>• Location of your work area.</li> <li>• Copy of the Incident Summary Report.</li> <li>• Personnel ordered for your function, work schedule, policy and operating procedures, and chain of command in your unit.</li> <li>• Transportation policies pertaining to shipping and receiving.</li> <li>• Local protocols.</li> <li>• Existing organizational structure.</li> <li>• Type of tracking system being used.</li> <li>• Trackable items located on incident.</li> <li>• Established/needed security procedures.</li> <li>• Office needs.</li> <li>• Type of communications available.               <ul style="list-style-type: none"> <li>- Fax, radios, phones, cell phones, computers</li> </ul> </li> <li>• Documentation expectations and process.</li> <li>• Copy of current Incident Action Plan.</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>6. <u>Provide for the safety and welfare of assigned personnel.</u></p> <ul style="list-style-type: none"> <li>• Conduct briefing with work force.</li> <li>• Recognize potentially hazardous situations.</li> <li>• Inform subordinates of hazards.</li> <li>• Ensure that special precautions are taken when hazards exist.</li> <li>• Ensure that safe working habits are utilized during operations.</li> <li>• Ensure adequate rest is provided to all supervised personnel.</li> </ul>	I		
<p>7. <u>Establish and maintain positive interpersonal and interagency working relationships with incident personnel.</u></p> <ul style="list-style-type: none"> <li>• Recognize cultural language difficulties as they impact work output and expectations.</li> <li>• Provide equal assignment opportunities based on individuals' skill level.</li> <li>• Arbitrate difference in agency values and policies that affect the operation in a manner that fosters continuous positive working relationships.</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>8. <u>Set up a secure area for staging and packaging of equipment and supplies to be returned.</u></p> <ul style="list-style-type: none"> <li>• Work with receiving and distribution manager to provide assistance with demobilization process.</li> <li>• Ensure adequate lighting and barricades.</li> <li>• Ensure there is a safe area for hazardous materials, handling fuels, and purging of equipment.</li> <li>• Set up area for the disposition of other agencies' trackable equipment, hose rolling activities, etc.</li> <li>• Stage trailers and trucks for ease in loading equipment.</li> </ul>	I		
<p>9. <u>Provide direction for proper packaging, loading, and documentation of equipment and supplies.</u></p> <ul style="list-style-type: none"> <li>• Assist in establishing routines in packaging and labeling of returning supplies.</li> <li>• Assist in developing safe loading and lifting techniques.</li> <li>• Oversee the actual loading and distribution process.</li> <li>• Seal trailer/van and provide shipping documents for each load.</li> <li>• Ensure Interagency Incident Waybills are completed (OF-285 and OF-285a).</li> <li>• Ensure that requirements of 49 CFR, Parts 171-180 are exercised (hazardous materials regulations).</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p>10. <u>Provide direction on documentation and notification to all authorities that shipment is ready to be moved.</u></p> <ul style="list-style-type: none"> <li>• Document all trackable items on a separate incident waybill.</li> <li>• Manifest all loaded items by NFES number and unit of issue.</li> <li>• Provide for proper accounting and documentation of ALL items loaded onto carriers.</li> <li>• Provide carrier operator with proper waybill documentation, include hazmat if applicable.</li> <li>• Advise carrier operator of any hazardous material on load and offer proper placards if needed.</li> <li>• Inform appropriate units of shipment ETAs.</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
11. <u>Prepare and submit documentation as required by the supply unit leader/cache manager.</u> <ul style="list-style-type: none"> <li>• Prepare Unit Log (ICS-214).               <ul style="list-style-type: none"> <li>- Events that occur in your unit</li> <li>- Any major timetable problems</li> <li>- Any new policy guideline changes</li> <li>- Any problems encountered with transportation</li> </ul> </li> <li>• Prepare General Message Form (ICS-213), if necessary.</li> <li>• Submit documents in a timely manner to meet deadlines and/or incident requirements.</li> <li>• Ensure miscellaneous forms are completed as appropriate, i.e. Property Loss or Damage Report (OF-289).</li> </ul>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
12. <u>Demobilization of incident supplies and equipment</u> <ul style="list-style-type: none"> <li>• Provide an accounting of all equipment and supplies demobilized from an incident.</li> <li>• Check with incident personnel on concerns or questions.</li> <li>• Check with receiving unit (cache) on any concerns with shipments.</li> <li>• Give accounting to supply unit leader and NISC.</li> <li>• Ensure agency specific property transfer forms are completed as appropriate; Receipt of Property (DI-105), Report of Transfer or Other Disposition or Construction of Property (AD-107).</li> </ul>	I		
13. <u>Evaluate performance of subordinates as required by agency policy.</u>	I		

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**QUALIFICATION RECORD**  
**Continuation Sheet**

**POSITION: CACHE DEMOBILIZATION SPECIALIST (CDSP)**

TASK	C O D E*	EVALUATION RECORD #	EVALUATOR: Initial & date upon completion of task
<p><b><u>DEMOBILIZATION</u></b></p> <p>14. <u>Demobilization and check-out.</u></p> <p>If assigned to an incident:</p> <ul style="list-style-type: none"> <li>• Receive demobilization instructions from the supply unit leader.</li> <li>• Brief subordinates and relief personnel.</li> <li>• Notify the NISC of your release.</li> <li>• Debrief with supervisor and receive signed performance appraisal.</li> <li>• Obtain Demobilization Check-out (ICS-221).</li> <li>• Check out with each section indicated on the ICS-221.</li> <li>• Submit completed ICS-221 to the documentation unit in the planning section.</li> </ul> <p>If assigned to a cache:</p> <ul style="list-style-type: none"> <li>• Receive demobilization instructions from the cache manager.</li> <li>• Brief subordinates and relief personnel.</li> <li>• Debrief with supervisor and receive signed performance appraisal.</li> </ul>	I		

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## INSTRUCTIONS for EVALUATION RECORD

There are four separate blocks allowing evaluations to be made. These evaluations may be made on incidents, simulation in classroom, or in daily duties, depending on what the position task book indicates. This should be sufficient for qualification in the position if the individual is adequately prepared. If additional blocks are needed, a page can be copied from a blank task book and attached.

### COMPLETE THESE ITEMS AT THE START OF THE EVALUATION PERIOD:

**Evaluator's name, incident/office title, and agency:** List the name of the evaluator, his/her incident position (on incidents) or office title, and agency.

**Evaluator's home unit address and phone:** Self explanatory

**#:** The number in the upper left corner of the experience block identifies a particular experience or group of experiences. This number should be placed in the column labeled "Evaluation Record #" on the Qualification Record for each task performed satisfactorily.

**Location of Incident/Simulation:** Identify the location where the tasks were performed by agency and office.

**Incident Kind:** Enter kind of incident, e.g., wildland fire, prescribed fire, search and rescue, flood, etc.

### COMPLETE THESE ITEMS AT THE END OF THE EVALUATION PERIOD:

**Number and Type of Resources:** Enter the number of resources and types assigned to the incident pertinent to the trainee's task book position.

**Duration:** Enter inclusive dates during which the trainee was evaluated. This block may indicate a span of time covering several small and similar incidents if the trainee has been evaluated on that basis, i.e., several initial attack fires in similar fuel types.

**Management Level or Prescribed Fire Complexity Level:** Indicates ICS organization level, i.e., Type 5, Type 4, Type 3, Type 2, Type 1, Area Command or prescribed fire complexity level (low, moderate, high).

**NFFL Fuel Model:** For wildland fire and prescribed fire experience, enter number (1-13) of the fuel model(s) in which the incident occurred and under which the trainee was evaluated.

<b>Grass Group</b>	1. Short Grass (1 foot)	<b>Timber Group</b>	8. Closed Timber Litter
	2. Timber (grass & understory)		9. Hardwood Litter
	3. Tall Grass (2-1/2 feet)		10. Timber (litter understory)
<b>Brush Group</b>	4. Chaparral (6 feet)	<b>Slash Group</b>	11. Light Logging Slash
	5. Brush (2 feet)		12. Medium Logging Slash
	6. Dormant brush-Hardwood Slash		13. Heavy Logging Slash
	7. Southern Rough		

**Recommendation:** Check as appropriate and/or make comments regarding the future needs for development of this trainee.

**Date:** List the date the record is being completed.

**Evaluator's initials:** Initial here to authenticate your recommendations and to allow for comparison with initials in the Qualifications Record.

**Evaluator's relevant red card rating:** List your certification relevant to the trainee position you supervised.

## Evaluation Record

\_\_\_\_\_  
**TRAINEE NAME**

\_\_\_\_\_  
**TRAINEE POSITION**

<b>#1</b>	Evaluator's name: Incident/office title & agency:				
Evaluator's home unit address & phone:					
Name and Location of Incident or Simulation (agency & area)	Incident Kind (wildland fire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Prescribed Fire Complexity Level	NFFL Fuel Model(s)
			to		
The tasks initialed & dated by me have been performed under my supervision in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee. _____ The individual has successfully performed all tasks for the position and should be considered for certification. _____ The individual was not able to complete certain tasks (comments below) or additional guidance is required. _____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation. _____ The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a trainee. Recommendations: _____ Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____					

<b>#2</b>	Evaluator's name: Incident/office title & agency:				
Evaluator's home unit address & phone:					
Name and Location of Incident or Simulation (agency & area)	Incident Kind (wildland fire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Prescribed Fire Complexity Level	NFFL Fuel Model(s)
			to		
The tasks initialed & dated by me have been performed under my supervision in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee. _____ The individual has successfully performed all tasks for the position and should be considered for certification. _____ The individual was not able to complete certain tasks (comments below) or additional guidance is required. _____ Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation. _____ The individual is severely deficient in the performance of tasks for the position and needs further training (both required & knowledge and skills needed) prior to additional assignment(s) as a trainee. Recommendations: _____ Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____					

### Evaluation Record (Continuation Sheet)

TRAINEE NAME		TRAINEE POSITION			
#3	Evaluator's name: Incident/office title & agency:				
Evaluator's home unit address & phone:					
Name and Location of Incident or Simulation (agency & area)	Incident Kind (wildland fire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Prescribed Fire Complexity Level	NFFL Fuel Model(s)
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee.</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required. Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and needs further training (both required &amp; knowledge and skills needed) prior to additional assignment(s) as a trainee.</p> <p>Recommendations: _____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					

#4	Evaluator's name: Incident/office title & agency:				
Evaluator's home unit address & phone:					
Name and Location of Incident or Simulation (agency & area)	Incident Kind (wildland fire, search & rescue, etc.)	Number & Type of Resources Pertinent to Trainee's Position	Duration (inclusive dates in trainee status)	Management Level or Prescribed Fire Complexity Level	NFFL Fuel Model(s)
			to		
<p>The tasks initialed &amp; dated by me have been performed under my supervision in a satisfactory manner by the above named trainee. I recommend the following for further development of this trainee.</p> <p>_____ The individual has successfully performed all tasks for the position and should be considered for certification.</p> <p>_____ The individual was not able to complete certain tasks (comments below) or additional guidance is required. Not all tasks were evaluated on this assignment and an additional assignment is needed to complete the evaluation.</p> <p>_____ The individual is severely deficient in the performance of tasks for the position and needs further training (both required &amp; knowledge and skills needed) prior to additional assignment(s) as a trainee.</p> <p>Recommendations: _____</p> <p>Date: _____ Evaluator's initials: _____ Evaluator's relevant red card (or agency certification) rating: _____</p>					