



## National Wildfire Coordinating Group

National Interagency Fire Center  
3833 S Development Avenue  
Boise, Idaho 83705-5354

### MEMORANDUM

Reference: NWCG#007-2013

To: NWCG Committee Chairs, Geographic Area Coordinating Group (GACG) Chairs, and Geographic Area Training Representatives Chair

From: NWCG Chair *Arto Bidabuan*

Date: August 23, 2013

Subject: FEMA NIMS Historical Recognition of NWCG Instructors

The first step of the transition to the use of the FEMA NIMS National Training Curriculum is the historical recognition of NWCG instructor qualifications. FEMA maintains an instructor database for their position specific training courses.

In order to teach the following 8 FEMA NIMS position specific courses instructors must be in the FEMA database.

- E/L964, Situation Unit Leader
- E/L965, Resources Unit Leader/Demobilization Unit Leader
- E/L970, Supply Unit Leader
- E/L975, Finance/Administration Unit Leaders
- E/L950, Incident Commander
- E/L952, Public Information Officer (S-403 only)
- E/L973, Finance/Administration Section Chief
- E/L967, Logistics Section Chief

FEMA has granted NWCG a three month time period, September 1 thru November 30, 2013, to historically recognize current NWCG instructors. During this timeframe NWCG instructors, who meet current instructor requirements as set forth in the NWCG Field Manager's Course Guide, may request to be entered into the FEMA database for the above eight position specific courses without having to complete additional requirements. Instructors who wish to be historically recognized and entered into the FEMA database will need to complete the Application for Historical Recognition form located at [https://docs.google.com/forms/d/1d8zDVY\\_bPy5F3z3vKP8Z51lkOtGGDUlqZIXg3zIPq8Y/viewform](https://docs.google.com/forms/d/1d8zDVY_bPy5F3z3vKP8Z51lkOtGGDUlqZIXg3zIPq8Y/viewform). Instructors will be notified by FEMA when the information has been entered into the FEMA database.

The FEMA NIMS ICS courses have no national instructor database. Instructors will need to continue to meet the NWCG instructor requirements as currently stated in the Field Manager's Course Guide.

- ICS 100 (IS100), Introduction to ICS and ICS 200 (IS200.b), Basic ICS – Online courses, no instructor requirements
- ICS 300 (G/E/L300), Intermediate ICS and ICS 400 (G/E/L400), Advanced ICS – Classroom courses

Updates and additional guidance regarding processes to coordinate, instruct, or enroll in the above courses will be posted at <http://training.nwcg.gov/> under FEMA NIMS Training as they are developed.

Questions can be directed to Leigh Anne Squires-Kazimir at [laskazim@blm.gov](mailto:laskazim@blm.gov).

cc: NWCG Executive Board  
NWCG Program Management Unit (PMU)