



Memorandum No. 15-003

Date: 20 February 2015

TO: NWCG Executive Board Members

FROM: Dan Smith, Chair, NWCG Executive Board

A handwritten signature in black ink that reads "Dan Smith".

SUBJECT: Release and Implementation of the e-ISuite Application

Purpose: This memorandum provides information on the upcoming transition to the e-ISuite Application. Please distribute this information as appropriate through your agency channels.

Issue: Transition from the existing ISuite application to the newly developed web-based version called e-ISuite is underway. Key timeframes and actions associated with this transition are:

- On April 27, 2015, e-ISuite will be released for use.
- On December 31, 2015, the current I-Suite will no longer be supported by the Incident Based Automation Development team or the help desk.
- On January 1, 2016 e-ISuite will be the only supported application to perform I-Suite functions.

Although geographic areas may use either version during the transition period, the NWCG Incident Business Committee strongly recommends using the new version in order to:

- Increase exposure to the new application.
- Provide opportunities for feedback to the e-ISuite development team regarding system functionalities, enhancements and fixes.
- Increase opportunities for improved data sharing capabilities through system interfaces and the Integrated Reporting Wildfire Information (IRWIN) application.

For consistency and continuity of individual incident operations during the transition period, incident personnel should use only one system for the duration of the incident.

Background: I-Suite is an application used on incidents to track resources, facilitate timekeeping, generate payment documents, track incident costs, generate Incident Action Plans, as well as track injury/illness trends and monitor supply issues. The I-Suite application is consistently used by all Federal land management agencies, as well as some states, for all Type 1 and 2 incidents.

Contact: For information regarding e-ISuite, including on-line tutorials, please visit <http://eisuite.nwcg.gov/>. For questions regarding e-ISuite implementation please contact Gina Bald, Project Manager at gbald@fs.fed.us or Sarah Fisher, Business Lead at srfisher@fs.fed.us.