Wildland Incident Operations for Company Officers

Course Plan

Course Details

Certification: Fire Officer (Level I and II)

CTS Guide: Company Officer

Description: This course provides information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources completing all operations to suppress a wildland fire, establishing an incident command post, creating an incident action plan, and completing incident records and reports.

Designed For: Aspiring company officers

Prerequisites: Meets the educational requirements of Fire Fighter II or or four (4) years as a career fire fighter, or six (6) years as a volunteer fire fighter

All Risk Command Operations for Company Officers

S-290 Intermediate Fire Behavior (classroom delivery only)

Standard: Complete all activities and formative tests.

Complete all summative tests with a minimum score of 80%.

Hours: Lecture: 24:00

Activities: 12:00

Testing: 4:00

Hours (Total):   40:00

Maximum Class Size: 32

Instructor Level: Current State Fire Training registered instructor for Command 1C

Instructor/Student Ratio: 1:32 (lecture)

1:10 (activity)

Restrictions: None

SFT Designation: CFSTES

Required Resources

Instructor Resources

To teach this course, instructors need:
- *Command IC Student Manual*
  SFT, 2013 edition
- *Fireline Handbook*
  NWCG (NFES 0065), current edition
- *ICS 420-1 Field Operations Guide*
  FIRESCOPE, current edition
- *Incident Response Pocket Guide*
  NWCG (NFES 1077), current edition
- *CAL FIRE Wildland Urban Interface Operating Principles*
- *S 200 Instructor Guide: Initial Attack Incident Commander*
  NFES 2903
- *S 200 Instructor Guide: Initial Attack Incident Commander* (CD-ROM)
  NFES 2905

Online Instructor Resources

The following instructor resources are available online at
http://osfm.fire.ca.gov/training/resources:
- Wildland Incident Operations for Company Officers course plan
- Activity 2-4: Thunder Mountain Incident
- Activity 2-7: Gavilan Historic Incident Activity

Student Resources

To participate in this course, students need:
- *Command IC Student Manual*
  SFT, 2013 edition
- *Fireline Handbook*
  NWCG (NFES 0065), current edition
- *ICS 420-1 Field Operations Guide*
  FIRESCOPE, current edition
- *Incident Response Pocket Guide*
  NWCG (NFES 1077), current edition

Unit 1: Introduction

Topic 1-1: Orientation and Administration

Terminal Learning Objective

At the end of this topic, a student will be able to identify facility and classroom requirements and identify course objectives, events, requirements, assignments, activities, resources, evaluation methods, and participation requirements in the course syllabus.

Enabling Learning Objectives

1. Identify facility requirements
   - Restroom locations
   - Food locations
   - Smoking locations
   - Emergency procedures
2. Identify classroom requirements
   - Start and end times
   - Breaks
   - Electronic device policies
   - Special needs and accommodations
   - Other requirements as applicable
3. Review course syllabus
   - Course objectives
   - Calendar of events
   - Course requirements
   - Student evaluation process
   - Assignments
   - Activities
   - Required student resources
   - Class participation requirements

Discussion Questions

1. What is a formative test? What is a summative test?

Activities

1. To be determined by the instructor.

Topic 1-2: Fire Officer Certification Process

Terminal Learning Objective

At the end of this topic, a student will be able to identify different levels in the Fire Officer certification track, the courses and requirements for Level I and II certification, and be able to describe the capstone task book and testing process.

Enabling Learning Objectives

1. Identify the different levels of certification in the Fire Officer certification track
   - Company Officer

- Chief Fire Officer
- Executive Chief Officer
2. Identify the courses required for Level I and II
   - Company Officer 2A: Human Resource Management for Company Officers
   - Company Officer 2B: General Administration Functions for Company Officers
   - Company Officer 2C: Fire Investigation and Inspection for Company Officers
   - Company Officer 2D: All Risk Command Operations for Company Officers
   - Company Officer 2E: Wildland Incident Operations for Company Officers
   - ICS-200.B: Incident Command System For Single Resources and Initial Action Incidents
   - Intermediate Wildland Fire Behavior S-290 (classroom delivery only)
   - Instructor I: Instructional Methodology
   - Hazardous Material Incident Commander (as offered by the California Specialized Training Institute)
3. Identify any other requirements for Level I and II
   - Complete experience requirements
4. Describe the capstone task book process
   - Complete all prerequisites and course work
   - Submit application and fees and request capstone task book
   - Complete all job performance requirements included in the task book
   - Must have identified evaluator verify individual task completion via signature
   - Must have Fire Chief or authorized representative verify task book completion via signature
   - Must be employed by a California Fire Agency in the position prior to submitting completed task book to State Fire Training
5. Describe the certification examination process
   - Complete course work
   - Schedule online certification examination
   - Schedule skills evaluation test

Discussion Questions
1. How many levels are there in the Fire Officer certification track? What are they?

Activities
1. To be determined by the instructor.

Unit 2: Wildland Fire Officer

Topic 2-1: Obtaining Information from Dispatch

Terminal Learning Objective

At the end of this topic, a student, given agency standard operating procedures and incident information, will be able to obtain complete information regarding travel route, assignment, time needed, and point of contact from agency dispatch.

Enabling Learning Objectives
1. Describe agency dispatch procedures
2. Describe the response to incidents occurring under different jurisdictional authorities
   - Local
   - State
   - Federal
3. Describe the difference between a local and an OES resource request
4. Describe planned need, immediate need, and initial attack dispatches

Discussion Questions
1. What information do you need for planned need, immediate need, and initial attack dispatches?
2. What is the importance of the order and request number?

Activities
1. To be determined by the instructor.

Instructor Notes
1. The instructor should ask students to bring in sample forms from their agencies.
2. The instructor must be familiar with federal, state, and local incident qualifications.

CTS Guide Reference: CTS 8-5

Topic 2-2: Developing Reports on Conditions

Terminal Learning Objective
At the end of this topic, a student, given one or more of the following: a fire scene or photographs of a wildland fire, diagrams, pertinent data, or sketches and agency policies and procedures, will be able to develop an initial report on conditions that communicates required incident information to the agency communications center and update it as needed.

Enabling Learning Objectives
1. Describe the relevant incident information to be communicated
   - Initial radio report
   - Follow-up report on conditions
   - Incident updates (CAN)

Discussion Questions
1. What elements go into an report on conditions?

Activities
1. The instructor must create an activity to reinforce the initial radio report and follow-up report on conditions.

CTS Guide Reference: CTS 8-7

Topic 2-3: Formulating an Incident Action Plan

Terminal Learning Objective
At the end of this topic, a student, given one or more of the following: a fire scene or photographs of a wildland fire, diagrams, pertinent data, or sketches; available resources;

and the ICS 201 Incident Briefing form, will be able to size up an incident to formulate an incident action plan that sets incident objectives and applies strategies and tactics according to agency policies and procedures.

Enabling Learning Objectives
1. Describe the elements of a wildland size-up
2. Interpret fire behavior
3. Describe resource availability and capability
4. Identify values at risk
5. Describe incident objectives
6. Identify wildland fire suppression strategies
7. Describe tactical priorities
8. Describe the components of the ICS 201 Incident Briefing form as it pertains to wildland fire fighting

Discussion Questions
1. How do you tailor an IAP to the size of the incident?
2. Where do you find the appropriate forms?

Activities
1. To be determined by instructor.

CTS Guide Reference: CTS 8-6

Topic 2-4: Evaluating and Reporting Ongoing Incident Conditions

Terminal Learning Objective
At the end of this topic, a student, given one or more of the following: a fire scene or photographs of a wildland fire, diagrams, pertinent data, or sketches, will be able to evaluate incident conditions, identifying progress, changes in fuels, topography, weather, fire behavior, personnel safety, and other significant events, and communicating these conditions to the supervisor and to assigned and adjoining personnel.

Enabling Learning Objectives
1. Describe how to evaluate wildland fire weather, fuels, and topographic information
2. Describe current and predicted fire behavior
3. Describe how incident conditions change the plan of action
4. Describe how the above conditions affect personnel safety in an incident

Discussion Questions
1. How does one gather information on incident conditions?
2. Why is it important to revise your plan of action?

Activities
1. The instructor must create an activity. It is recommended that the instructor consider basing this activity on Activity 2-4: Thunder Mountain Incident.

CTS Guide Reference: CTS 8-11

Topic 2-5: Establishing an Incident Command Post

Terminal Learning Objective

At the end of this topic, a student, given AHJ policies and procedures, will be able to establish a clearly identified incident command post (ICP) and communicate its location to personnel.

Enabling Learning Objectives

1. Describe factors affecting appropriate ICP locations, potentially including:
   - Safety
   - Access to incoming resources
   - Communications needs

Discussion Questions

1. What are some potential locations for an ICP?
2. Why is it important to establish an ICP?

Activities

1. To be determined by the instructor.

CTS Guide Reference: CTS 8-8

Topic 2-6: Providing for Emergency Medical Treatment

Terminal Learning Objective

At the end of this topic, a student, given an injured or ill fire fighter, agency policies and procedures for medical treatment, and the ICS 206 Medical Plan form, will be able to provide for appropriate emergency medical treatment, making all notifications and completing the required reports.

Enabling Learning Objectives

1. Describe medical protocols
2. Describe agency accident and illness reporting procedures
3. Describe the procedures for using the ICS 206 Medical Plan form

Discussion Questions

1. What is the value of the medical plan?
2. Who do you contact if there is a need for medical care?
3. Define an incident within an incident. What are some examples?

Activities

1. To be determined by the instructor.

CTS Guide Reference: CTS 8-3

Topic 2-7: Deploying Resources to Suppress a Wildland Fire

Terminal Learning Objective

At the end of this topic, a student, given an assignment, personnel, equipment, and agency policies and procedures, will be able to deploy resources to suppress a wildland fire, taking appropriate suppression actions and ensuring personnel safety.

Enabling Learning Objectives
1. Describe fireline location and construction techniques
2. Describe firing operations
   • Authority for use
3. Identify capabilities of firefighting equipment and personnel
4. Identify radio communications capabilities and protocols
5. Describe techniques for deploying the assigned resources
6. Identify WUI incident priorities
7. Describe WUI tactical actions and guidelines

Discussion Questions
1. What is your agency's policy on firing operations? When do these apply?
2. What are the qualifications for a firing group supervisor?
3. How would you use a combination operation on a WUI fire?
4. What has been your experience in a structure preparation and what was your result?
5. What is your responsibility toward residents who refuse to evacuate?

Activities
1. The instructor must use a series of photos of structures in the WUI environment and have the students determine the triage category and identify appropriate tactical action.
2. The instructor must develop an initial attack assignment scenario for a wildland incident.

Instructor Notes
1. Gavilan Historic Incident Activity will take place at the end of the course, as a final activity.

CTS Guide Reference: CTS 8-9

Topic 2-8: Updating Supervisors, Crew Members, and Adjoining Personnel

Terminal Learning Objective
At the end of this topic, a student, given one or more of the following: a fire scene or photographs of a wildland fire, diagrams, pertinent data, or sketches, will be able to communicate with supervisors, crew members, and adjoining personnel, keeping them updated on progress, changes in conditions, fire behavior, and other significant events.

Enabling Learning Objectives
1. Identify other hazards and factors related to the wildland fire environment
2. Describe methods of communicating pertinent updated information

Discussion Questions
What types of information need to be communicated?

Activities
1. To be determined by the instructor.

CTS Guide Reference: CTS 8-12

Topic 2-9: Analyzing Incident Needs

Terminal Learning Objective

At the end of this topic, a student, given assigned resources and incident status, will be able to analyze incident needs, ordering additional resources or identifying and releasing excess resources in accordance with agency policies and procedures.

Enabling Learning Objectives

1. Describe how to determine resource needs
2. Describe AHJ policies and procedures related to resource ordering and release

Discussion Questions

1. What is your department's policy on ordering resources?
2. What common errors occur when ordering resources?
3. What is reflex time?

Activities

1. To be determined by the instructor.

CTS Guide Reference: CTS 8-14

Topic 2-10: Providing for Assigned Resources' Needs

Terminal Learning Objective

At the end of this topic, a student, given one or more of the following: a fire scene or photographs of a wildland fire, diagrams, pertinent data, or sketches; assigned resources; and agency policies and procedures, will be able to provide for assigned resources' logistical service and support needs in accordance with agency policies.

Enabling Learning Objectives

1. Describe short- and long-term needs as required by the incident
2. Identify the need for the logistical support and services

Discussion Questions

1. What are the logistical needs for initial action incidents?
2. How do these logistical needs change for incidents that continue for an extended period of time?

Activities

1. To be determined by the instructor.

CTS Guide Reference: CTS 8-13

Topic 2-11: Providing Information to the Replacement Incident Commander

Terminal Learning Objective

At the end of this topic, a student, given the ICS 201 Incident Briefing form, will be able to complete the transfer of command, ensuring the new incident commander has the necessary information to operate.

Enabling Learning Objectives

1. Describe AHJ policies and procedures for transfer of command
2. Describe the information to be communicated during transfer of command

Discussion Questions
1. How do procedures for transfer of command vary by jurisdiction?
2. Why is comprehensive briefing important?

Activities
1. The instructor must direct students to form small groups and use information from a simple wildland fire to complete all elements of a 201 Incident Briefing form and provide a transfer of command briefing.

Instructor Notes
1. Refer to the *IRPG Briefing Checklist.*

CTS Guide Reference: CTS 8-15

Topic 2-12: Deploying Resources to Mop Up a Wildland Fire

Terminal Learning Objective
At the end of this topic, a student, given a wildland fire, personnel, equipment, and agency policies and procedures, will be able to deploy resources to mop up a wildland fire, ensuring extinguishment.

Enabling Learning Objectives
1. Identify environmental factors
2. Identify resource capability
3. Describe how to conduct a risk assessment

Discussion Questions
1. What is your agency's policy on mop-up? How do these policies vary?
2. What are some considerations for ensuring extinguishment?
3. What are some safety considerations during mop-up?

Activities
1. To be determined by the instructor.

CTS Guide Reference: CTS 8-16

Topic 2-13: Completing Wildland Fire Suppression Operations

Terminal Learning Objective
At the end of this topic, a student, given a wildland fire that has been controlled and mopped up and agency policies and procedures, will be able to complete wildland fire suppression operations and return resources to service.

Enabling Learning Objectives
1. Describe AHJ policies and procedures for demobilization and termination of the incident

Discussion Questions
1. What is the difference between a contained fire and a controlled fire?
2. What is an after-action review? What are the benefits of performing this?

Activities
1. To be determined by the instructor.

CTS Guide Reference: CTS 8-17

Topic 2-14: Evaluating Assigned Personnel

Terminal Learning Objective

At the end of this topic, a student, given agency personnel performance standards, will be able to evaluate assigned personnel to ensure members are capable of safely performing assigned tasks and to identify individuals not meeting the standards, and taking corrective actions.

Enabling Learning Objectives

1. Describe the process for observing, evaluating, counseling, and documenting personnel as to fitness for duty in accordance with agency policies and procedures

Discussion Questions

1. What are some cases that would require immediate intervention as opposed to after-incident evaluation?
2. Does your organization follow the performance guidelines laid out in NFPA 1500?
3. What relationship is there between physical fitness and fatalities?
4. What are some aspects of official evaluations as opposed to informal evaluations?

Activities

1. To be determined by the instructor.

CTS Guide Reference: CTS 8-1

Topic 2-15: Verifying Personnel Qualifications

Terminal Learning Objective

At the end of this topic, a student, given an assignment or task, will be able to verify the qualifications of assigned personnel to verify that individuals' fire fighter skills are appropriate, identifying and reporting deficiencies and taking corrective action.

Enabling Learning Objectives

1. Identify the agency's qualifications standards
2. Describe the assessment of personnel qualifications for assignment in accordance with agency policies and procedures

Discussion Questions

1. Where would you find the wildland fire fighter qualifications?

Activities

1. To be determined by the instructor.

Instructor Notes

1. Refer to current federal, state, and local incident qualifications.

CTS Guide Reference: CTS 8-2

Topic 2-16: Evaluating Job Performance

Terminal Learning Objective

At the end of this topic, a student, given agency policies and procedures and the ICS 225 Incident Personnel Performance Rating form, will be able to evaluate job performance of

assigned personnel, providing the information to the individual being evaluated and completing all required forms.

Enabling Learning Objectives
1. Describe the procedures for using the ICS 225 Incident Personnel Performance Rating form

Discussion Questions
1. Who can fill out the ICS 225 Incident Personnel Performance Rating form?

Activities
1. To be determined by the instructor.

CTS Guide Reference: CTS 8-4

Topic 2-17: Maintaining Wildland Incident Records

Terminal Learning Objective
At the end of this topic, a student, given agency policies and procedures and applicable single-unit and multiunit forms, will be able to maintain wildland incident records documenting required information.

Enabling Learning Objectives
1. Describe agency incident documentation procedures

Discussion Questions
1. What are important considerations for maintaining records?

Activities
1. To be determined by the instructor.

CTS Guide Reference: CTS 8-10

Topic 2-18: Completing Personnel Time and Equipment Use Records

Terminal Learning Objective
At the end of this topic, a student, given agency policies, procedures, and related forms, will be able to complete personnel time and equipment use records in compliance with standards established by the AHJ.

Enabling Learning Objectives
1. Describe AHJ policies and procedures for proper record keeping

Discussion Questions
1. What forms should be used to record personnel time and equipment use?

Activities
1. Instructor must create an activity directing students to complete the AHJ's emergency activity record forms.

Instructor Notes
1. Refer to ICS form 214 and F42s as examples.

CTS Guide Reference: CTS 8-19

Topic 2-19: Preparing Final Incident Reports

Terminal Learning Objective
　　At the end of this topic, a student, given an extinguished wildland fire, agency policies and procedures, and AHJ incident forms, will be able to prepare final incident reports.
Enabling Learning Objectives
　　1.　Describe AHJ incident reporting policies and procedures
Discussion Questions
　　1.　Who receives these reports in your jurisdiction?
Activities
　　1.　To be determined by the instructor.
CTS Guide Reference: CTS 8-20

Topic 2-20: Responding to Requests for Incident Information

Terminal Learning Objective
　　At the end of this topic, a student, given policies and procedures of the AHJ, will be able to accurately respond to requests for incident information according to policies and in a time-sensitive manner.
Enabling Learning Objectives
　　1.　Describe agency policies and procedures for release of incident information
Discussion Questions
　　1.　In your organization, who is responsible for responding to requests for information?
　　2.　What are the limitations on the information that can be shared?
Activities
　　1.　To be determined by the instructor.
CTS Guide Reference: CTS 8-18

Time Table

Segment	Lecture Time	Activity Time	Total Unit Time
Unit 1: Introduction			
Topic 1-1: Orientation and Administration			
Lecture	0:30		
Activity 1-1: To be determined by instructor		0:00	
Topic 1-2: Fire Officer Certification Process			
Lecture	0:30		
Activity 1-2: To be determined by instructor		0:00	
Unit 1 Totals	**1:00**	**0:00**	**1:00**
Unit 2: Wildland Fire Officer			
Topic 2-1: Obtaining Information from Dispatch			
Lecture	0:30		
Activity 2-1: To be determined by instructor		0:00	
Topic 2-2: Developing Reports on Conditions			
Lecture	1:00		
Activity 2-2: The instructor must create an activity to reinforce the initial radio report and follow-up report on conditions.		2:00	
Topic 2-3: Formulating an Incident Action Plan			
Lecture	4:00		
Activity 2-3: To be determined by instructor		0:00	
Topic 2-4: Evaluating and Reporting Ongoing Incident Conditions			
Lecture	2:00		
Activity 2-4: The instructor must create an activity. It is recommended that the instructor consider basing this activity on Activity 2-4:Thunder Mountain Incident.		1:00	
Topic 2-5: Establishing an Incident Command Post			
Lecture	0:30		

Segment	Lecture Time	Activity Time	Total Unit Time
Activity 2-5: To be determined by instructor		0:00	
Topic 2-6: Providing for Emergency Medical Treatment			
Lecture	0:30		
Activity 2-6: To be determined by instructor		0:00	
Topic 2-7: Deploying Resources to Suppress a Wildland Fire			
Lecture	8:00		
Activity 2-7A: The instructor must use a series of photos of structures in the WUI environment and have the students determine the triage category and identify appropriate tactical action. Activity 2-7B: The instructor must develop an initial attack assignment scenario for a wildland incident.		4:00	
Topic 2-8: Updating Supervisors, Crew Members, and Adjoining Personnel			
Lecture	0:30		
Activity 2-8: To be determined by instructor		0:00	
Topic 2-9: Analyzing Incident Needs			
Lecture	0:30		
Activity 2-9: To be determined by instructor		0:00	
Topic 2-10: Providing for Assigned Resources' Needs			
Lecture	0:30		
Activity 2-10: To be determined by instructor		0:00	
Topic 2-11: Providing Information to the Replacement Incident Commander			
Lecture	0:30		

Segment	Lecture Time	Activity Time	Total Unit Time
Activity 2-11: The instructor must direct students to form small groups and use information from a simple wildland fire to complete all elements of a 201 Incident Briefing form and provide a transfer of command briefing.		1:00	
Topic 2-12: Deploying Resources to Mop Up a Wildland Fire			
Lecture	0:30		
Activity 2-12: To be determined by instructor		0:00	
Topic 2-13: Completing Wildland Fire Suppression Operations			
Lecture	0:30		
Activity 2-13: To be determined by instructor		0:00	
Topic 2-14: Evaluating Assigned Personnel			
Lecture	0:30		
Activity 2-14		0:00	
Topic 2-15: Verifying Personnel Qualifications			
Lecture	0:30		
Activity 2-15: To be determined by instructor		0:00	
Topic 2-16: Evaluating Job Performance			
Lecture	0:30		
Activity 2-16: To be determined by instructor		0:00	
Topic 2-17: Maintaining Wildland Incident Records			
Lecture	0:30		
Activity 2-17: To be determined by instructor		0:00	
Topic 2-18: Completing Personnel Time and Equipment Use Records			
Lecture	0:30		
Activity 2-18: Instructor must create an activity directing students to complete the AHJ's emergency activity record forms.		0:30	

Segment	Lecture Time	Activity Time	Total Unit Time
Topic 2-19: Preparing Final Incident Reports			
Lecture	0:30		
Activity 2-19: To be determined by instructor		0:00	
Topic 2-20: Responding to Requests for Incident Information			
Lecture	0:30		
Activity 2-20: To be determined by instructor		0:00	
Final Activity: Gavilan Historic Incident		3:30	
Unit 2 Totals	**23:00**	**12:00**	**35:00**
Lecture, Activity, and Unit Totals:	**24:00**	**12:00**	**36:00**

Course Totals

Segment Type	Time
Total Lecture Time (LT)	24:00
Total Activity Time (AT)	12:00
Total Testing Time (TT)	4:00
Total Course Time	**40:00**