



## NATIONAL WILDFIRE COORDINATING GROUP

NWCG Memorandum 23-005

June 22, 2023

TO: NWCG Executive Board Members

FROM: Aitor Bidaburu, Acting Chair, NWCG Executive Board

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SUBJECT: Summary of NWCG Complex Incident Management Implementation Decisions

**Purpose:** The purpose of this memorandum is to summarize the NWCG decisions related to the implementation of Complex Incident Management (CIM) to date and to communicate the pathways for Type 3 Command & General Staff (C&G), Unit Leaders, and Division Supervisors (DIVS) to Complex C&G positions.

This memo does not include any new decisions and is only a summary of NWCG decisions to this point.

The specific memorandums documenting these NWCG decisions are linked in the References section of this document. Consolidated CIM implementation information is available on the Incident Workforce Development Group (IWDG) webpage, <https://www.nwcg.gov/partners/iwdg>.

Please distribute this information through your agency channels.

### Issue/Action:

In order to implement a nationwide and systemwide transition to full CIM by 2024, the following decisions were made by NWCG:

#### 1. New Complex Positions and Qualifications

The establishment of Complex C&G positions was finalized in the January 2023 *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1. Position titles, mnemonics, incident position descriptions, position task books (PTBs), and qualifications requirements were coordinated with the position stewards by the Incident and Position Standards Committee (IPSC), approved by the NWCG Executive Board (EB) in November 2022, and included in the NWCG Position Catalog, <https://www.nwcg.gov/positions>.

#### 2. Transition from Qualified Type 1 and Type 2 C&G Positions to Complex C&G

In July 2022, NWCG Memorandum 22-002, Transition Plan for CIM Pilot Phase established the pathway for currently qualified Type 1 C&G responders to be granted Complex position competency by their certifying official and provided options for currently qualified Type 2 C&G responders to transition to Complex qualification, through successful completion of either S-520, Advanced Incident Management, or the Complex Incident Management Course (CIMC), or the NWCG 2022 CIM Field Evaluation Form. Based on feedback from 2022, the NWCG CIM Field Evaluation Form was revised to be a fillable PDF and now includes best practices for coordinating evaluations and a section for the home unit certifying official's signature and comments.

NWCG standards are interagency by design; however, the decision to adopt and utilize them is made independently by the individual member agencies and communicated through their respective directives systems.

CIM Field Evaluations may be completed on Type 1, Type 2, or Complex incidents where an incident management team (IMT) is assigned. However, the incident must have sufficient complexity to perform the evaluation, as determined by the evaluators and home unit certifying official. One evaluation is sufficient unless the candidate does not meet the competencies. Responders holding multiple Type 2 C&G qualifications do not need to be evaluated separately.

The 2023 NWCG CIM Field Evaluation Form is an option for Complex certification (as an S-520 and CIMC equivalency) until January 1, 2025, and can be located at: <https://www.nwcg.gov/sites/default/files/cim-field-eval.pdf>.

### 3. Status of Type 1 and Type 2 C&G Pathways

In January 2023, Type 2 qualifications pathways and PTBs were removed from the *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1. Trainees with an open Type 2 PTB should have transitioned to the corresponding Complex PTB to complete any unfinished or new tasks in the Complex PTB. The Type 2 PTB experience is valid towards Complex qualification reviews.

Responders qualified in a Type 2 C&G position that have successfully completed the S-520 or CIMC courses, such as for other Type 1 C&G qualifications, should be granted CIM competency for that position.

At the request of stakeholders, the NWCG EB will determine the future of Type 1 qualifications pathways in the spring of 2024. Type 1 trainees may continue to work towards Complex certification by completing Type 1 qualifications or using any of the approved Type 2 transition paths. All current Type 1 and 2 qualified responders will remain qualified until currency qualifications can no longer be met, or the positions are archived.

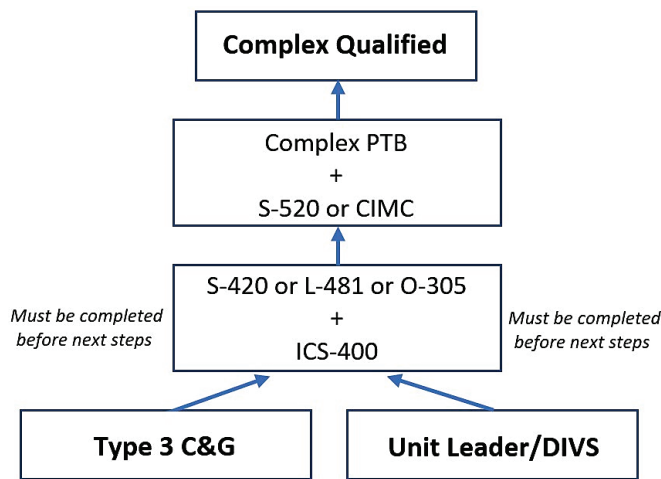
### 4. New IMT and Position-Specific Training

The NWCG EB tasked IPSC and the NWCG Training Development Program to establish basic and advanced IMT courses to support the transition to CIM. IPSC is establishing a new IMT Course Steering Committee that will leverage the current S-520/620 and CIMC Course Steering Committees while adding Type 3 IMT perspectives to blend existing course objectives, content, and methodology. The intent is to have a systems approach to IMT training with a single course steering committee overseeing both courses to ensure curriculum alignment.

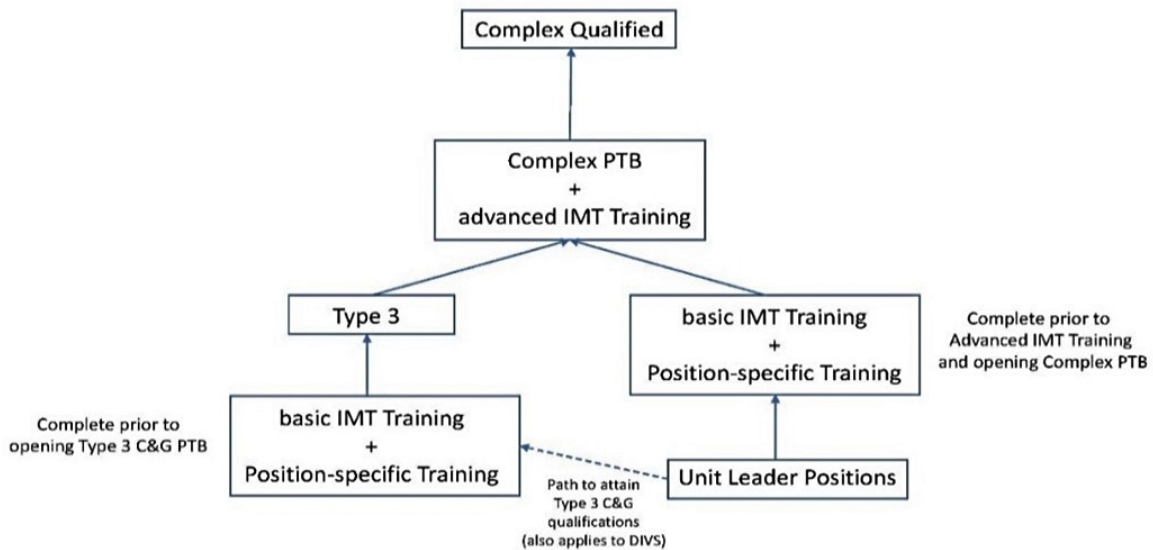
The basic and advanced IMT course should be available to the field by December 2024 and December 2025, respectively. Course names and numbers will be determined following NWCG protocols upon completion. Position-specific training for C&G positions will follow the NWCG Incident Performance and Training Modernization (IPTM) schedule, <https://www.nwcg.gov/iptm>.

### 5. Transition from Type 3 C&G, Unit Leaders, and DIVS to Complex

Beginning January 2024, the mid-term pathway for Type 3 C&G, Unit Leaders, and DIVS to Complex is the completion of S-420 or L-481 or O-305 course and ICS-400 before opening a Complex PTB, followed by completion of S-520 or CIMC (or the Field Evaluation until January 1, 2025) course and completion of the Complex PTB (see image below).



The long-term pathway for Type 3 C&G, Unit Leaders, and DIVS to Complex is the completion of the new basic IMT course (targeted for availability December 2024) and ICS-400 before opening a Complex PTB, followed by the completion of the new advanced IMT course (targeted for availability December 2025) and completion of the Complex PTB (see image below).



## 6. Updated Risk and Complexity Assessment

The *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, was updated December 2022 to add Part D: Functional Complexity and Complex Incident Complexity Indicators. Part D breaks down the incident needs and complexity factors by each of the functional areas to assist Agency Administrators and Incident Commanders in identifying the appropriate makeup of the IMT. The revision was coordinated with representatives of the Wildland Fire Decision Support System (WFDSS) and Integrated Reporting of Wildland Fire Information (IRWIN) representatives to ensure compatibility with current software programs and databases. The new RCA can be found at:

<https://www.nwcg.gov/publications/236>.

## 7. National Incident Management System (NIMS) Compliance

NWCG will continue to maintain NIMS compliance during the transition to CIM through the NIMS Integration Committee (NIMSIC) and their committee representatives from the Federal Emergency Management Agency. More information on NIMSIC can be found at:

<https://www.nwcg.gov/committees/national-incident-management-system-integration-committee>.

**Background and Coordination:** In June of 2018, FMB, NMAC, and NWCG jointly chartered the IWDG to provide national leadership to enable long-term development and sustainability of a national interagency incident workforce. On February 19, 2021, NWCG along with the other IWDG parent bodies expressed collective, interagency fire leadership support for the IWDG and the recommendation to explore CIM as the new business model for wildland fire Incident Management Teams. IWDG was asked to provide a CIM action plan.

In January 2022, the Fire Executive Council (FEC) issued a memorandum on “Support for the Complex Incident Management Action Plan” to FMB, NMAC, and NWCG. The FEC memorandum tasks these three entities with implementation of the IWDG CIMT: Action Plan for Implementation.

In response to the NWCG tasking memorandum TM-22-001 amended on July 7, 2022, the NWCG EB was briefed by IPSC on May 17, 2023, on closing out the tasking memorandum with the establishment of TM-23-001, Establishment of New Incident Management Team Courses and this consolidated decision memo.

**Contact:** For additional information or clarification contact Aitor Bidaburu, [jose.bidaburu@fema.dhs.gov](mailto:jose.bidaburu@fema.dhs.gov), or Sarah Lee, [sjlee@blm.gov](mailto:sjlee@blm.gov).

### **References:**

- CIMT: Action Plan for Implementation, <https://www.nwcg.gov/sites/default/files/docs/eb-iwdg-cimt-action-plan-3.0.pdf>
- TM-22-001-Amended, 2022 Through 2024 Implementation of CIM, <https://www.nwcg.gov/sites/default/files/memos/eb-tm-22-001-amended.pdf>
- EB-22-002-Amended, Transition Plan for CIM Pilot Phase, <https://www.nwcg.gov/sites/default/files/memos/eb-m-22-002-amended.pdf>
- NWCG CIM Field Evaluation Form, <https://www.nwcg.gov/sites/default/files/cim-field-eval.pdf>
- EB-22-003, Rationale for Assignment of CIMTs During 2022 Pilot Phase, <https://www.nwcg.gov/sites/default/files/memos/eb-m-22-003.pdf>
- IPSC-22-17, January 2023 Updates to PMS 310-1, <https://www.nwcg.gov/sites/default/files/memos/eb-m-23-002b.pdf>
- EB-23-002, 2023 Transition Plan for CIM, <https://www.nwcg.gov/sites/default/files/memos/eb-m-23-002.pdf>
- *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1, <https://www.nwcg.gov/publications/310-1>
- *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, <https://www.nwcg.gov/publications/236>

### **Distribution:**

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