



## NATIONAL WILDFIRE COORDINATING GROUP

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NWCG Tasking Memorandum 23-001-AMENDED

August 29, 2024

TO: Marlene Eno-Hendren, Chair, Incident and Positions Standards Committee (IPSC)  
Annie Benoit, Manager and Colby Jackson, Deputy Manager, NWCG Training Program

FROM: Aitor Bidaburu, Chair, NWCG Executive Board

SUBJECT: Establishment of New Incident Management Team Courses

**Purpose:** This memorandum communicates the NWCG Executive Board (EB) decision to establish basic and advanced incident management courses to support Complex Incident Management (CIM).

The NWCG EB supports the systemic change from Type 1 and 2 Command and General Staff (C&G) to Complex C&G, and recognizes the need for new training courses to support development of Complex C&G trainees.

**Tasking and Deliverable:** The NWCG EB tasks IPSC to establish a new Incident Management Team (IMT) Course Steering Committee leveraging the S-520/620 Course and Complex Incident Management Course (CIMC) 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 from basic to advanced, with a single steering committee overseeing both courses to ensure curriculum alignment. IPSC will ensure that the NWCG IMT Course Steering Committee coordinates with the CIMC Steering Committee to align course content and materials.

The IMT Course Steering Committee and the NWCG Training Program are tasked to design two new IMT training courses: a basic IMT course designated S-320, Introduction to Incident Management Teams, and an advanced IMT course.

**Due to fire activity, work related to the development of these two courses has been delayed.**

**Amended timelines for these courses: S-320, Introduction to IMTs will be available to the field by December 2025 and the advanced IMT course should be available to the field by December 2026.**

These courses may be available prior to the December dates, however their application to incident positions would not go into effect until updated in the *NWCG Standards for Wildland Fire Positions Qualifications*, PMS 310-1 by errata or normal revision schedules.

These two courses were originally scheduled for delivery to the field by December 2024 and 2025. The advanced final course name and number will be determined following NWCG protocols upon course development. Position specific training will follow the NWCG Incident Performance and Training Modernization (IPTM) schedule.

In the interim, the S-520/620 Training Steering Committee will continue as a separate entity until the S-520 course is no longer required.

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.

Reference the current *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1, <https://www.nwcg.gov/publications/310-1>, for all current position qualification requirements, including Position Task Books (PTBs) and Incident Position Descriptions (IPDs) for the seven Complex C&G positions.

**Background:** NWCG Tasking Memorandum 22-001 tasked IPSC to present course material that supports the development of CIM knowledge and skills to an audience of trainees new to the CIM environment. Based on the IPSC-2023-02 Memo presented at the February 2023 EB meeting and resulting discussions, the decision was made that IPSC will create one Steering Committee for basic and advanced IMT courses to work with the NWCG Training Program to develop new trainings to ensure a pathway into Complex C&G positions for Unit Leaders/Division Supervisors and Type 3 C&G responders.

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