



NATIONAL WILDFIRE COORDINATING GROUP

NWCG Memorandum 23-002

January 19, 2023

TO: NWCG Executive Board Members
FROM: Shane McDonald, Chair, NWCG Executive Board
SUBJECT: 2023 Transition Plan for Complex Incident Management

Purpose: This memorandum provides NWCG direction for the continued transition to Complex Incident Management (CIM). We will continue to adjust as needed and move forward mindfully in 2024 and beyond.

We are committed to taking intentional steps in 2023 to define the path forward to CIM implementation. As a learning culture we will evaluate the 2023 transition actions in a fall After Action Review (AAR).

Please review this information and distribute it through your agency channels.

Action: These updates support the implementation of CIM. The complete Incident Position and Standards Committee (IPSC) response for deliverables for a nationwide and systemwide transition plan is attached.

The *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1, will be published January 20, 2023, to include the position qualification requirements for the seven Complex Command and General Staff (C&GS) positions. Position task books (PTBs) and Incident Position Descriptions (IPDs) will also be available for these positions.

The NWCG Field Evaluation Form will be an option for Complex certification until January 1, 2025. Feedback from evaluations in 2022 indicated variations in the process used nationally. To support consistent and standardized approaches, the updated form includes guidance for implementation of best practices identified during the October 17, 2022, CIM AAR.

The *NWCG Wildland Fire Risk and Complexity Assessment (RCA)*, PMS 236, has been updated to include Part D: Functional Complexity and Complex Incident Complexity Indicators. The new 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 Incident Management Team (IMT).

Background and Coordination: In June 2018, the Fire Management Board (FMB), the National Multi-Agency Coordinating Group (NMAC), and NWCG jointly chartered the Incident Workforce Development Group (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 IMTs. IWDG was asked to provide a CIM action plan outlining:

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.

- The specific components of the system and structure supporting IMTs that will need to be adapted or realigned to this new model.
- Initial timelines for implementation, including recommended piloting of individual IMTs and/or Geographic Areas.
- Draft taskings to the groups, committees, and partners responsible with oversight of the system components, as needed.

In January 2022, the Fire Executive Council (FEC) issued a memorandum with the subject “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, <https://www.nwcg.gov/sites/default/files/docs/eb-iwdg-cimt-action-plan-3.0.pdf>.

In response to tasking memorandum TM-22-001 issued on March 23, 2022, and subsequently amended on July 7, 2022, the NWCG Executive Board (EB) was briefed by IPSC on November 16, 2022, and approved the elements contained within the attached IPSC response.

Contact: For additional information or clarification contact Shane McDonald, shane_mcdonald@fws.gov, or Jesse Bender, jbender@blm.gov.

Attachment 1: IPSC Response to TM-22-001 2022 through 2024 Implementation of Complex Incident Management – January 2023 deliverable

Attachment 2: January 2023 Updates to *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1

References:

- *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1, <https://www.nwcg.gov/publications/310-1>
- NWCG Position Catalog, <https://www.nwcg.gov/positions>
- NWCG CIM Field Evaluation Form, <https://www.nwcg.gov/sites/default/files/cim-field-eval.pdf>
- NWCG Wildland Fire Risk and Complexity Assessment, PMS 236, <https://www.nwcg.gov/publications/236>
- Incident Workforce Development Group (IWDG), <https://www.nwcg.gov/partners/iwdg>

Distribution:

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