NWCG Incident Position Standards for Fire Behavior Analyst

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The *NWCG Incident Position Standards for Fire Behavior Analyst* establishes national interagency standards for operating as a Fire Behavior Analyst (FBAN) on wildland fires. These standards are meant to ensure safe, efficient, and effective operations in support of interagency goals and objectives and should serve as a guide to promote effective and consistent on-incident training. By definition, NWCG standards encompass guidelines, procedures, processes, best practices, specifications, techniques, and methods.

The Fire Behavior Analyst Position Page, https://www.nwcg.gov/positions/fire-behavior-analyst, in the NWCG position catalog, includes the Incident Position Description (IPD) and Position Qualification Requirements, as well as links to standards and references needed to perform the duties of a Fire Behavior Analyst.

Tasks that are identified by a (*) are those tasks included for evaluation in the Position Task Book (PTB). Tasks not identified for evaluation in the PTB still represent standards for successful performance in the position and should be included in a comprehensive training assignment.

Where references are identified by a (**), refer to your home unit, agency, or organization for specific guidance and policy documentation. For example:

**Interagency Standards for Fire and Fire Aviation Operations* (Red Book)

The National Wildfire Coordinating Group (NWCG) provides national leadership to enable interoperable wildland fire operations among federal, state, Tribal, territorial, and local partners. NWCG operations standards are interagency by design; they are developed with the intent of universal adoption by the member agencies. However, the decision to adopt and utilize them is made independently by the individual member agencies and communicated through their respective directives systems.

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General References

- *Fire Behavior Field Reference Guide*, PMS 437, https://www.nwcg.gov/publications/pms437
- *NWCG Guide to Fire Behavior Assessment*, PMS 437-1, https://www.nwcg.gov/publications/pms437-1
- *NWCG Incident Response Pocket Guide (IRPG)*, PMS 461, https://www.nwcg.gov/publications/pms461
- *A Preparedness Guide for Wildland Firefighters and Their Families*, PMS 600, https://www.nwcg.gov/publications/pms600
- *NWCG Standards for Interagency Incident Business Management*, PMS 902, https://www.nwcg.gov/publications/pms902
- Incident Command System (ICS) Forms, https://www.nwcg.gov/ics-forms
  - Incident Status Summary (ICS 209)
  - General Message (ICS 213)
  - Activity Log (ICS 214)
  - Demobilization Check-Out (ICS 221)
  - Incident Personnel Performance Rating (ICS 225 or ICS 225 WF)
- Standard (SF) and Optional (OF) Forms, https://www.nwcg.gov/publications/pms902
  - Crew Time Report (CTR), SF 261
  - Incident Time Report, OF 288
- Job Aids, https://www.nwcg.gov/training/job-aids
  - *Packing List for Wildland Fire Support Staff*, J-102
- Comparison Spreadsheet for Fire Behavior Fuel Models, https://iftdss.firenet.gov/firenetHelp/help/pageHelp/content/00-concepts/fbfm/fbfmcomparexls.htm
- Fire Environment Mapping System (FEMS), https://www.wildfire.gov/application/fems
- Geographic Area Coordination Centers (GACC), https://gacc.nifc.gov/
- Incident Management Situation Report (IMSR), https://www.nifc.gov/nicc/incident-information/imsr
- InciWeb, https://inciweb.wildfire.gov/
- MesoWest Alaska Fire and Fuels (AKFF), https://akff.mesowest.org/
- MesoWest Great Lakes Fire and Fuels (GLFF), https://glff.mesowest.org/
- Risk Management Assistance (RMA) Dashboardhttps://experience.arcgis.com/experience/f9d7f7f920494c3db43a23a8dffe4664
- *Standard Fire Behavior Fuel Models: A Comprehensive Set for Use with Rothermel's Surface Fire Spread Model*, RMRS-GTR-153, https://www.fs.usda.gov/rm/pubs_series/rmrs/gtr/rmrs_gtr153.pdf

Agency-Specific References

- **Interagency Standards for Fire and Fire Aviation Operations* (Red Book), https://www.nifc.gov/standards/guides/red-book
- **National Interagency Coordination Center (NICC) Predictive Services for Fuels/Fire Danger*, https://www.nifc.gov/nicc/predictive-services/fuels-fire-danger
- **National Interagency Standards for Resource Mobilization*, https://www.nifc.gov/nicc/logistics/reference-documents

- ****National Interagency Fire Center (NIFC) Incident RAWS (IRAWS)**, https://raws.nifc.gov/sites/default/files/inline-files/IRAWS_Handout_2017.pdf

*Leadership Level 3, Leader of People (Develop Intent)

Leaders of people have increasing challenges. They accept responsibility, not only for their own actions, but for those of their team. Leaders of people act to develop credibility as leaders: placing the team ahead of themselves, demonstrating trustworthiness, mastering essential technical skills, and instilling the values of the organization in their teams. For additional information, review the Level 3 description, expected behaviors and knowledge, suggested development goals, and self-study opportunities https://www.nwcg.gov/committee/leadership-committee/leadership-levels.

Description

- Lead a large group or unit of people.
- Quickly assemble and lead a cohesive team to accomplish mission objectives.
- Provide an inclusive environment that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolutions of conflict.
- Continue to build personal leadership skills and lead by example.

Behaviors

- Demonstrates expertise in job skills to provide guidance and training to team members.
- Develops credibility and reputation to increase one's personal sphere of influence.
- Uses experience and training to develop novel solutions to tactical problems.
- Directly mentors new leaders to develop counseling skills and ensure the organization has a leadership pipeline.
- Demonstrates an appropriate response and aftercare of a traumatic event involving a team member.
- Utilizes a risk-refusal process to ensure team safety while considering options for mission accomplishment.
- Conducts an effective briefing to ensure mission accomplishment and unity of action.
- Practices effective debriefing facilitation techniques to improve team performance and increase team cohesion.
- Demonstrates direct statements, active listening, message confirmation, and allows effective feedback.
- Effectively demonstrates the five communication responsibilities and adapts to the unique needs of people and situations.
- Demonstrates risk management and recognition-primed decision making.
- Demonstrates the appropriate leadership styles to accomplish the mission and build the team.
- Identifies and manages acute and chronic fatigue to improve health and performance.
- Exercises appropriate sources of influence to ensure mission accomplishment and maintain team cohesion.
- Applies an appropriate leadership style (directing, delegating, or participatory) for a given team and situation to develop team members and increase team cohesion.

Knowledge

- Describe how core values, principles, and traits guide tactical and ethical decisions.
- Understand a leader's role in influencing decisions up and down the chain of command and knowing when to lead up.

- Understand the application of various leadership styles to ensure high team performance and cohesion.
- Describe the traits and principles that guide a leader's role to ensure team performance and a positive work environment when responding to harassment, substance abuse, conflict resolution, and hazing.
- Identify the consequences and understand the positive use of position power and authority.
- Describe human stress reactions to understand the impact of stress on team performance and individual decision making.
- Define the leader's role in each phase of teambuilding to enhance cohesion, effectiveness, and trust.
- Establish or validate crew standards (standard operating procedures [SOP] or standard operation guide [SOG]) to ensure a common operating picture.
- Ensure a positive and healthy work environment and promote team cohesion by dealing with conflict, harassment, and substance abuse.
- Understand various techniques for counseling and mentoring subordinates to ensure trust and open communication within the team.
- Define techniques for rapid teambuilding.
- Define characteristics of high-performing teams.
- Understand how to use the situation awareness cycle and evaluate whether a leader's perception matches the reality of the situation.
- Recognize and exercise the ability to control operational tempo.
- Analyze barriers to communication to establish and maintain open lines of communication.
- Develop and communicate leader's intent.
- Understand the error chain (i.e., Swiss Cheese Model) to promote a safety-conscious team.
- Understand how to integrate contingency planning into operations and anticipate upstream or systematic errors.
- Evaluate and update one's leadership individual development plan using peer feedback and self-assessment.
- Explain how building a positive command climate relates to team cohesion.
- Understand the importance of command and control.

Prepare and Mobilize

Ensure individual readiness.

When to start task: Prior to assignment.

Resources to complete task: *IRPG*; **National Interagency Standards for Resource Mobilization*; ***Interagency Standards for Fire and Fire Aviation Operations* (Red Book).

How to accomplish task:

- Build a kit.
  - Kit contents
    - *IRPG*
    - *Fire Behavior Field Reference Guide*, PMS 437
    - *NWCG Guide to Fire Behavior Assessment*, PMS 437-1
    - *Standard Fire Behavior Fuel Models: A Comprehensive Set for Use with Rothermel's Surface Fire Spread Model*, RMRS-GTR-153
    - Laptop
  - Documentation forms
    - Resource order
    - Incident Qualification Card (Red Card)
    - Rental/National Emergency Rental Vehicle (NERV)/agency-owned vehicle (AOV)/privately owned vehicle (POV) documentation
      - ❖ Travel log (if applicable)
      - ❖ Accident forms
    - Crew Time Report (CTR), SF 261 (electronic version acceptable)
    - Agency-specific forms
    - General Message (ICS 213) (electronic version acceptable)
    - Activity Log (ICS 214)
    - Incident Personnel Performance Rating (ICS 225 or ICS 225 WF) (electronic version acceptable)
- Gather fire narratives from past fires, if available.
- Pack suggested items, as applicable, from the *NWCG Packing List for Wildland Fire Support Staff*, J-102.
- Pack additional suggested items specific to FBAN personnel, including:
  - Office supplies (e.g., pens, pencils, and highlighters).
  - Cell phone with chargers.
  - Credit card with a sufficient credit limit.
  - Pocket notepad.
  - Online mapping tool.
  - Second computer monitor.
  - Thumb drive.
  - Electronic or handheld weather instrument or belt weather kit.
  - Flight helmet, flight gloves, and ability to secure items during flight.
  - Rain gauge.
  - Tablet, camera, or video recording device and ability to secure cameras or tablets in flight.

- o GPS or tablet navigation device.
- o Fuel moisture probe.
- o Power strip.
- Prepare for a 14-day assignment.
    - o Prepare to be absent from home and family. Refer to *A Preparedness Guide for Wildland Firefighters and Their Families*, PMS 600.
- Verify your data/status is current in resource ordering applications (e.g., Interagency Resource Ordering Capability [IROC]).
- Ensure your access to all modeling programs and applications is current, and you have your passwords.

Gather critical information pertinent to the assignment.

When to start task: Upon receipt of resource order.

Resources to complete task: Resource order; ****National Interagency Standards for Resource Mobilization*.

How to accomplish task:

- Review the resource order.
    - o Ensure the resource order contains the following information as a baseline:
        - Incident/project name
        - Incident/project order number
        - Financial/cost codes
        - Descriptive location/response area
        - Coordinates (latitude and longitude)
        - Incident radio frequency (if available)
        - Phone number of incident contact or supervisor
        - Reporting date/time and location
- Follow special instructions (e.g., authorized equipment, such as laptop, cell phone, routes to travel).
- Confirm your travel itinerary with dispatch, including:
    - o Mode of travel.
    - o Estimated time of departure (ETD) and location of departure.
    - o Estimated time of arrival (ETA) and location of destination.
    - o Location for rest overnight (RON) if unable to make your end destination within that operational shift.
    - o Lodging information.

*Gather situational awareness about the fire environment.

When to start task: Upon receipt of resource order.

Resources to complete task: Used the resources listed in *Fire Behavior Field Reference Guide*, PMS 437; RMA Dashboard.

How to accomplish task:

- Gain situational awareness about the assignment.
    - o Contact the incident Planning Section Chief (PSC) to receive the following:
        - Incident Action Plan (IAP), if available

- Weather information
- Incident information applications (e.g., InciWeb), GACC website, and other websites, if available
- Local SOPs
- Gain awareness about the overall geographic situation by referencing geographic area intelligence situation reports.
- Follow established protocols regarding where to set up files (e.g., cloud-based).
  - Create a digital file structure, including:
    - Fire behavior modeling outputs.
    - Fire Weather Forecasts.
    - Fire Behavior Forecasts.
    - Fire Behavior Narrative.
    - Media.
    - Unit logs.
    - Products supporting risk-informed decision-making processes (e.g., Incident Strategic Alignment Process [ISAP]).
    - Incident Status Summary (ICS 209) components.
    - Crew Time Reports (CTRs), SF 261.
- Gather current weather conditions using available tools and resources.
- Gather initial data on the current fire environment for the incident area using the following tools and resources:
  - Regional GACC website
  - Local fire resource with information about the current situation
  - GACC fire/fuels advisories
  - Fire danger trends
  - Live and dead fuel moistures
  - Evaluations of landscape fields (e.g., imagery, landscape [LCP] files, recent disturbance, topography, and fuels)
  - Online mapping tools
- Gather initial data on the fire behavior per *Fire Behavior Field Reference Guide*, PMS 437.
- Contact the currently assigned FBAN personnel or Long Term Fire Analyst (LTAN) personnel working on fire behavior analysis and outlooks.
- Gather fire history from local hosting/responding units.
  - Observation data
  - Concerns about local thresholds

Travel to an assignment and check in at the Incident Command Post (ICP).

When to start task: Upon receipt of resource order.

Resources to complete task: *IRPG*; agency-specific travel policy information; *******National Interagency Standards for Resource Mobilization*.

How to accomplish task:

- Travel following agency-specific guidance.
- Upon arrival at the incident, complete the check-in process as specified by the ordering unit or specified on the resource order.
  - Present your resource order and Incident Qualifications Card (Red Card).

- Check in with the Planning Section or incident contact.

*Obtain in-brief from incident leadership.

When to start task: Upon arrival at the incident.

Resources to complete task: *IRPG*; local/team SOPs.

How to accomplish task:

- Receive an in-brief from the appropriate incident contact.
    o Confirm incident SOPs and protocols.
    o Obtain the IAP if it exists.
    o Identify the chain of command, reporting procedures, how the Risk Management Process is being applied, number of incidents, prioritization, and complexity.
    o Ask questions and validate the information collected to update situational awareness.
    o Provide input on how fire behavior products can support the incident and how you can effectively support the Incident Management Team (IMT).
- Set up your workstation and ensure it is functional.
    o Request any necessary equipment to establish your work area.
- Identify contacts, including:
    o Local area contacts.
    o The person to whom you will report.
    o GACC Predictive Service and/or Decision Support.
    o Pertinent incident contacts.
- Establish digital group communications (e.g., text, team chat).
- Determine when products are due, including:
    o The Fire Behavior Summary for the incident documentation package.
    o The incident transition plan.
    o IAP components.
    o Incident Status Summary (ICS 209) components.
    o Agency Administrator (AA) briefings.
    o Fire behavior products (e.g., model runs, forecasts).
    o Schedule for risk-informed decision-making processes (e.g., ISAP).
- Ask about the following (if not included in the briefing):
    o Shift start/end times
    o Logistical information
    o Area hazards
    o Specific duties/assignments
    o Decision-making authority
    o Status of ordered resources
    o Location of local plans and guides
    o List of radio frequencies being used
- If working remotely, confirm:
    o Points of contact.
    o How you should communicate.
    o How, when, and to whom you should deliver products.
    o How you will be linked into meetings and briefings.
- Attend the IMT in-brief.
- Shadow the outgoing FBAN under all opportunities possible.

Build the Team

*Provide leadership and ensure collaboration with assigned resources.

When to start task: Upon receipt of resource order and throughout the incident.

Resources to complete task: *IRPG*.

How to accomplish task:

- Consider and recommend to the PSC the need for Incident Meteorologist (IMET) personnel, Technical Specialist (THSP) personnel, or additional positions.
- Provide leadership for these resources, if assigned:
  - IMET personnel
  - Other assigned FBAN personnel
  - ARA personnel
  - Remote Automated Weather Station (RAWS) technicians
- Coordinate daily schedules to ensure fire environment information is relayed to the intended audiences.
- Coordinate communications among peers as appropriate.
- Coordinate meeting attendance as necessary.
- Determine daily briefing and meeting schedules with expectations.
  - Pre- and post-operations
  - Planning
  - Operations
  - AA
  - Public and stakeholder meetings
  - Risk discussion
  - Night operations
- Confirm briefing locations and the number of briefings.
- Coordinate with the IMET or local National Weather Service (NWS) office to initiate weather alerts and updates.
- Coordinate product outputs, including:
  - Fire Behavior Assessments.
  - Weather Forecasts.
  - Smoke Forecasts.
  - Incident Status Summary (ICS 209) components.
  - Strategic processes.
- Accompany IMET personnel on any fireline excursions to ensure they remain safe and follow proper protocols.
- Review and approve daily Crew Time Reports (CTRs), SF 261, as necessary.
- Review and discuss PTBs with trainees.
  - Provide developmental opportunities.
- Monitor the well-being of yourself and your peers.
- Monitor performance and provide immediate and regular feedback, if personnel are assigned.
- Monitor the workload and request additional resources, replacements, or releases as needed.

Perform Fire Behavior Analyst-Specific Duties

*Collect, assess, and monitor weather information.

When to start task: Upon receipt of resource order and throughout the incident.

Resources to complete task: *Fire Behavior Field Reference Guide*, PMS 437.

How to accomplish task:

- Collect data from field personnel and/or collect your own weather observations.
- Identify weather stations for surface fire weather information that is representative of the fire location, and verify these data as needed.
- Notify Operations of significant weather changes if no IMET is present.
- Collaborate with IMET personnel about the effects of the weather on fire behavior.
- Contact the local NWS if no IMET personnel are assigned for weather updates and Spot Weather Forecasts.
- Validate current weather forecasts with conditions observed in the field.

*Evaluate fuel conditions and topography for potential influences on fire behavior.

When to start task: Upon receipt of resource order and throughout the incident.

Resources to complete task: *Fire Behavior Field Reference Guide*, PMS 437; *Standard Fire Behavior Fuel Models: A Comprehensive Set for Use with Rothermel's Surface Fire Spread Model*, RMRS-GTR-153; Comparison Spreadsheet for Fire Behavior Fuel Models.

How to accomplish task:

- Gather information about live and dead fuel moistures.
- Assess fuel characteristics, such as arrangement, loading, and landscape position.
- Ensure drought or large-scale insect and disease conditions are evaluated and understood.
- Evaluate terrain features that affect fire spread.
- Visit the fireline to validate conditions.
- Talk to Operations about concerns or threats to the strategy.
- Confirm that the weather forecast is aligned with field conditions.
- Understand or develop critical thresholds for fire behavior.
- Evaluate current fire danger trends and assess climatology.
- Schedule a helicopter flight to look at fuel and terrain in the direction of the fire spread.
- Gather fuel conditions for fire behavior modeling and fuel model selection for the fire area from appropriate resources, including:
    - Online fuel moisture databases.
    - Weather station data.
    - Local unit collection sites.
    - GACC websites.
    - On-site observations.
    - Updates from Operations personnel.

- o Assess fuel types and fuel characteristics, such as fuel loading, compactness and arrangement, and disturbance history.
- Evaluate terrain features, such as slope, aspect, and elevation, which affect fire spread with appropriate resources, including:
  - o Mapping products.
  - o Aerial reconnaissance.
  - o Local knowledge.
- Validate and calibrate fuel models for use in fire behavior modeling.
  - o Refer to LANDFIRE data and/or local fuels data sets.
- Visit the field to directly observe the fire environment and the resulting fire behavior.
  - o Observe critical factors and validate assumptions, inputs, and conclusions from analyses and forecasts.
  - o Notify Operations personnel when entering and leaving their area of responsibility.
  - o Engage in conversations about current fireline preparations and plans.
- Identify and monitor burn period thresholds for active fire behavior.
- Gather and analyze fire danger and climatology.
- Develop critical thresholds for the fire environment.

*Use modeling programs to develop fire behavior outputs and products for support of tactical decision making.

When to start task: Prior to creating a Fire Behavior Forecast or when you get a request from Operations for modeling.

Resources to complete task: Fire Behavior Worksheet in *NWCG Guide to Fire Behavior Assessment*, PMS 437-1; online help for fire behavior modeling applications; FEMS; GACC website.

How to accomplish task:

- Develop outputs for:
  - o Daily products and briefings.
  - o Priority areas or scenarios identified by incident leadership.
  - o Risk-informed decision-making processes (e.g., ISAP).
  - o Fuels planning and implementation.
  - o Collaborative planning and analysis.
  - o Facilitated Learning Analysis (FLA), Rapid Lesson Sharing (RLS), and other investigations as requested.
- Choose an appropriate fire modeling application.
- Confirm you have all the required inputs for modeling.
- Run the appropriate fire modeling application.
- Analyze and validate fire behavior outputs.
- Calibrate and rerun fire models as operationally needed.
- Schedule a helicopter flight to view fire behavior.
- Conduct field observations and fireline visits.
- Develop critical thresholds for the fire environment.

*Interpret and communicate fire behavior model outputs in a way that supports short-term tactical operations and safety.

When to start task: Upon completing fire behavior modeling and resulting outputs.

Resources to complete task: None.

How to accomplish task:

- Apply strategies to bring meaning to the fire behavior modeling outputs, including:
  - Translating outputs into operational terms, such as how they impact suppression feasibility, firefighter safety, and fire growth potential.
  - Providing context for raw numbers, such as how they compare to the previous day.
  - Explaining factors driving changes in fire behavior, such as the fuels ahead of the fire or weather events.
  - Assessing your confidence level in the models, explaining uncertainties that might affect forecast reliability, and communicating these uncertainties as appropriate.
  - Using visual aids (e.g., maps, graphs) to enhance understanding and support decision making.
  - Customizing your communication strategies and message to your audience.

*Create Fire Behavior Forecasts.

When to start task: Daily, by the assigned time, throughout the incident.

Resources to complete task: Fire Behavior Forecast template; GACC website; Predictive Services at the NICC and GACCs; previous assessments in the fire library on the RMA Dashboard; host unit FTP site, if established.

How to accomplish task:

- Analyze the Fire Weather Forecast, fuel conditions, and topography.
- Produce fire behavior outputs from the current and expected fire environment, utilizing fire behavior applications.
- Produce a Fire Behavior Forecast using the Fire Behavior Forecast template.
  - Produce this document daily to show anticipated fire behavior for the next 12 to 24 hours.
  - Refresh daily, limiting the duplication of content from the previous forecast.
  - For larger or multiple incidents, coordinate with other analysts who may be deployed in the geographical area.
  - Review and edit for grammar and punctuation.
- Submit the completed Fire Behavior Forecast to the Resources Unit/Planning Section for inclusion in the IAP.
- If requested, create a multiday Fire Behavior Forecast at the time of your transition.

*Provide fire behavior briefings to key audiences.

When to start task: Throughout daily operations.

Resources to complete task: *IRPG.*

How to accomplish task:

- Participate in briefings and meetings, including:
  - Pre-operations meetings.
  - Operational period briefings.
  - Cooperators meetings.
  - Planning meetings.
  - Repopulation meetings.

- o AA briefings.
- o Air Operations meetings.
- o Community meetings.
- o Risk-informed decision-making processes (e.g., ISAP) meetings.
- o Public Information Officer (PIO) meetings.
- o IMT in-briefs and debriefs.
- Prepare for briefings.
  - o Consult with the IMET/NWS for weather updates.
  - o Consult with the FBAN, Operations, Strategic Operational Planner (SOPL), IMET, and others as needed for message consistency.
  - o Prepare briefing outlines.
  - o Ensure products are ready for presentation in the proper format and on time.
  - o Communicate in a manner that builds a common operating picture for the incident.
- If no IMET is on-site, communicate Fire Weather Watches/Warnings, Spot Weather Forecasts, and Fire Weather Forecasts and their potential impacts on fireline resources.
- Anticipate significant changes during the next operational period and communicate concerns to those potentially impacted.
- In coordination with the PIO, participate in presentations for various media outlets.

*Provide feedback on firing plans and burn operations.

When to start task: Upon request.

Resources to complete task: None.

How to accomplish task:

- Advise on site-specific current and expected fire behavior.
- Develop critical thresholds for the fire environment.
- Identify critical areas of control.
- Recalibrate models as the incident evolves.
- Produce a site-specific firing plan.
- Advise options on firing methods for control and resource benefits.

*Monitor fire behavior to validate projections and forecasts.

When to start task: Throughout the incident.

Resources to complete task: Weather and Fire Behavior Forecasts in the IAP; existing fire model outputs; fire behavior observations.

How to accomplish task:

- Gather intelligence on fire behavior characteristics and fire spread; compare this to what was predicted and note where model results were correct or incorrect.
- Compare weather observations to the forecast and note the inconsistencies.
- Use a calibration workflow to adjust model inputs and improve outputs.
- Reassess fire location and juxtaposition with new topographic, fuel, or weather features.
- Maintain awareness of the fire strategy, successes, and challenges.

*Create and preserve all required fire behavior documentation.

When to start task: Throughout the incident.

Resources to complete task: Fire Assessment: Documenting Your Assessment section of the *Fire Behavior Field Reference Guide*, PMS 437; Activity Log (ICS 214); Incident Status Summary (ICS 209); IMT SOPs; Documentation Unit filing structure**.**

How to accomplish task:

- Create and maintain fire behavior documentation that includes the following:
    - Fire behavior model inputs, outputs, and assumptions
    - Fire Behavior Forecasts
    - Activity Log (ICS 214)
    - Briefing outlines
    - Fire behavior narratives with chronology
    - Fire transition narrative
    - Presentations and media (e.g., pictures, videos)
- Complete the fire behavior narrative for the Post Incident Activity Summary (PIAS) and After Action Review (AAR).
- Ensure fire behavior document package notes have sufficient details for any incoming replacement.
- Submit daily components for the Incident Status Summary (ICS 209).
- Promptly store these documents in the appropriate folder.
- Submit all documentation files as instructed.
- Upload modeling details to a system of record to provide data-driven insights that could support future fire behavior analysis.
- Direct questions to the Documentation Unit Leader (DOCL), if available.

Communicate and Coordinate

*Conduct and/or participate in After Action Reviews (AARs).

When to start task: At the end of assignment, as part of a daily AAR, or after an unexpected event.

Resources to complete task: *IRPG*.

How to accomplish task:

- Identify successes and opportunities to improve.
- Demonstrate clear dialogue and open communication.
- Engage in active listening.
- Provide and receive constructive feedback.
- Provide context and perception based on your individual experience/perspective.
- Apply lessons learned in the AAR to future work.

Manage Risk

*Anticipate, communicate, and mitigate potential impacts to personnel and the team.

When to start task: Throughout the incident.

Resources to complete task: *IRPG*; maps; IAP; radio.

How to accomplish task:

- Apply the Risk Management Process as stated in the *IRPG*.
  - Identify hazards.
  - Assess hazards.
  - Develop controls and make risk decisions.
  - Implement controls.
  - Supervise and evaluate.
- Obtain flight safety briefings and follow instructions.

Document

*Complete all required administrative tasks and documentation.

When to start task: Throughout the incident.

Resources to complete task: Crew Time Report (CTR), SF 261; Incident Time Report, OF 288; Incident Personnel Performance Rating (ICS 225 or ICS 225 WF); General Message (ICS 213).

How to accomplish task:

- Follow agency policy, IMT direction, or guidance from your assigned supervisor for the incident.
- Retain and submit all travel documentation and receipts based on agency direction.
- Complete other common forms as required.
  - Crew Time Report (CTR), SF 261
  - Incident Time Report, OF 288
  - Incident Personnel Performance Rating (ICS 225 or ICS 225 WF)
  - General Message (ICS 213)
  - Agency/mission-specific forms or other assigned documents

Demobilize

Prepare for and implement demobilization.

When to start task: At the end of your assignment.

Resources to complete task: *NWCG Standards for Interagency Incident Business Management*, PMS 902 or agency-specific policy; Incident Personnel Performance Rating (ICS 225 or ICS 225 WF); Demobilization Check-Out (ICS 221).

How to accomplish task:

- Anticipate demobilization, identify excess resources, coordinate with the PSC to prepare the demobilization schedule, and communicate with the incident supervisor.
- Complete the demobilization check-out process before being released from the incident.
- Facilitate the transfer of command.
  - Ensure continuity of operations.
  - Exchange critical safety information.
  - Communicate the transfer of authority through the established chain of command.
  - Assist in the transition meeting from outgoing resources to incoming resources (or back to the local forest/unit).
- Ensure incident and agency demobilization procedures and work/rest standards are followed.
- Plan for demobilization. Brief assigned resources on demobilization procedures and responsibilities.
- Return equipment and supplies as appropriate.
  - Retrieve all IRAWS units, and arrange shipping back to the RAWS depot or transfer them to the incoming team.
- Arrange and document travel to your home unit or reassignment.
- Upon demobilization or reassignment, report your status to the home unit.
- Ensure you are released or reassigned from the incident in resource ordering applications (e.g., IROC).
- Complete agency finance and time records for approval. Refer to *NWCG Standards for Interagency Incident Business Management*, PMS 902.

The *NWCG Incident Position Standards for Fire Behavior Analyst* is developed and maintained by the Fire Behavior Subcommittee (FBSC), under the direction of the Fire Environment Committee (FENC), an entity of the National Wildfire Coordinating Group (NWCG).

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