



NWCG Task Book for the Position of:
PRESCRIBED FIRE BURN BOSS TYPE 1
(RXB1)

(POSITION PERFORMANCE REQUIRED ON A PRESCRIBED FIRE ASSIGNMENT)

PMS 311-73

MAY 2024

Task Book Assigned To:

Trainee's Name: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____

Task Book Initiated By:

Official's Name: _____

Home Unit Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____

Home Unit Address: _____

Date Initiated: _____

The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.

**Verification/Certification of Completed Task Book
for the Position of:**

(position title)

Final Evaluator's Verification

To be completed **ONLY** when you are recommending the trainee for certification.

I verify that (trainee name) _____ has successfully performed as a trainee by demonstrating all tasks for the position listed above and should be considered for certification in this position. All tasks are documented with appropriate initials.

Final Evaluator's Signature: _____

Final Evaluator's Printed Name: _____

Home Unit Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____ Date: _____

Agency Certification

I certify that (trainee name) _____ has met all requirements for qualification in the above position and that such qualification has been issued.

Certifying Official's Signature: _____

Certifying Official's Printed Name: _____

Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____ Date: _____

Additional copies of this publication are available through:
NWCG, Publications Management System at <https://www.nwcg.gov/publications/position-taskbooks>

NATIONAL WILDFIRE COORDINATING GROUP (NWCG) POSITION TASK BOOK

NWCG Position Task Books (PTBs) have been developed for designated National Interagency Incident Management System (NIIMS) positions. Each PTB lists the competencies, behaviors, and tasks required for successful performance in specific positions. Trainees must be observed completing all tasks and show knowledge and competency in their performance during the completion of this PTB.

Trainees are evaluated during this process by qualified evaluators, and the trainee's performance is documented in the PTB for each task by the evaluator's initials and date of completion. An Evaluation Record will be completed by all evaluators documenting the trainee's progress after each evaluation opportunity.

Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position. Evaluation and confirmation of the trainee's performance while completing all tasks may occur on one or more training assignments and may involve more than one evaluator during any opportunity.

INCIDENT/EVENT CODING

Each task has a code associated with the type of training assignment where the task may be completed. The codes are: O = other, I = incident, W = wildfire, RX = prescribed fire, W/RX = wildfire OR prescribed fire and R = rare event. The codes are defined as:

- O Task can be completed in any situation (classroom, simulation, daily job, incident, prescribed fire, etc.).
- I Task must be performed on an incident managed under the Incident Command System (ICS). Examples include wildland fire, structural fire, oil spill, search and rescue, hazardous material, and an emergency or non-emergency (planned or unplanned) event.
- W Task must be performed on a wildfire incident.
- RX Task must be performed on a prescribed fire incident.
- W/RX Task must be performed on a wildfire OR prescribed fire incident.
- R Rare events such as accidents, injuries, vehicle or aircraft crashes occur infrequently and opportunities to evaluate performance in a real setting are limited. The evaluator should determine, through interview, if the trainee would be able to perform the task in a real situation.

While tasks can be performed in any situation, they must be evaluated on the specific type of incident/event for which they are coded. For example, tasks coded W must be evaluated on a wildfire; tasks coded RX must be evaluated on prescribed fire and so on. Performance of any task on other than the designated assignment is not valid for qualification.

Tasks within the PTB are numbered sequentially; however, the numbering does NOT indicate the order in which the tasks need to be performed or evaluated.

The bullets under each numbered task are examples or indicators of items or actions related to the task. The purpose of the bullets is to assist the evaluator in evaluating the trainee; the bullets are not all-inclusive. Evaluate and initial ONLY the numbered tasks. DO NOT evaluate and initial each individual bullet.

A more detailed description of this process and definitions of terms are included in the *NIMS Wildland Fire Qualification System Guide*, PMS 310-1. This document can be found at <https://www.nwcg.gov/publications>.

RESPONSIBILITIES

The responsibilities of the Home Unit/Agency, Trainee, Coach, Training Specialist, Evaluator, Final Evaluator and Certifying Official are identified in the *Wildland Fire Qualification System Guide*, PMS 310-1. It is incumbent upon each of these individuals to ensure their responsibilities are met.

INSTRUCTIONS FOR THE POSITION TASK BOOK EVALUATION RECORD

Evaluation Record #

Each evaluator will need to complete an evaluation record. Each evaluation record should be numbered sequentially. Place this number at the top of the evaluation record page and also use it in the column labeled "Evaluation Record #" for each numbered task the trainee has satisfactorily performed.

Trainee Information

Print the trainee's name, position on the incident/event, home unit/agency, and the home unit/agency address and phone number.

Evaluator Information

Print the Evaluator's name, position on the incident/event, home unit/agency, and the home unit/agency address and phone number.

Incident/Event Information

Incident/Event Name: Print the incident/event name.

Reference: Enter the incident code and/or fire code.

Duration: Enter inclusive dates during which the trainee was evaluated.

Incident Kind: Enter the kind of incident (wildfire, prescribed fire, search and rescue, flood, hurricane, etc.).

Location: Enter the geographic area, agency, and state.

Management Type or Prescribed Fire Complexity Level: Circle the ICS organization level (Type 5, Type 4, Type 3, Type 2, Type 1, Area Command) or the prescribed fire complexity level (Low, Moderate, High).

Fire Behavior Prediction System (FBPS) Fuel Model Group: Circle the Fuel Model Group letter that corresponds to the predominant fuel type in which the incident/event occurred.

G = Grass Group (includes FBPS Fuel Models 1 – 3):

1 = short grass (1 foot); 2 = timber with grass understory; 3 = tall grass (1½ - 2 feet)

B = Brush Group (includes FBPS Fuel Models 4 – 6):

4 = Chaparral (6 feet); 5 = Brush (2 feet); 6 = dormant brush/hardwood slash;
7 = Southern rough

T = Timber Group (includes FBPS Fuel Models 8 – 10)

8 = closed timber litter; 9 = hardwood litter; 10 = timber (with litter understory)

S = Slash Group (includes FBPS Fuel Models 11 – 13)

11 = light logging slash; 12 = medium logging slash; 13 = heavy logging slash

Evaluator's Recommendation

For 1 – 4, initial only one line as appropriate; this will allow for comparison with your initials in the Qualifications Record.

Record additional remarks/recommendations on an Individual Performance Evaluation, or by attaching an additional sheet to the evaluation record.

Comments

Additional information specific to the evaluator's recommendation. The evaluator should note any deficiencies, additional assignment needs, or additional focus areas that were identified.

Evaluator's Signature

Sign here to authenticate your recommendations.

Date

Document the date the Evaluation Record is being completed.

Evaluator's Relevant Qualification (or agency certification)

List your qualification or certification relevant to the trainee position you supervised.

Note: Evaluators must be either qualified in the position being evaluated or supervise the trainee;

Final Evaluators must be qualified in the trainee position they are evaluating

RXB1

This task book contains the tasks for the Prescribed Fire Burn Boss (RXB1) position.

Competency: Assume position responsibilities.

Description: Successfully assume the identified role of Prescribed Fire Burn Boss and initiate position activities at the appropriate time according to the following behaviors.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Ensure readiness for assignment.			
1. Review agency and interagency procedures, policies, and regulations for prescribed fire as related to position.	O		
Behavior: Ensure availability, qualifications, and capabilities of resources to complete assignment.			
2. Verify resources identified in the Prescribed Fire Plan are on-site. <ul style="list-style-type: none"> • <i>Verify resources are adequate to execute the prescribed fire (e.g., equipment, ignition, holding, monitoring).</i> • <i>Confirm availability of scheduled and contingency resources to effectively meet objectives.</i> • <i>Follow local policy when ordering additional resources.</i> • <i>Verify qualifications of assigned personnel.</i> • <i>Verify personal protective equipment (PPE) meets appropriate standards.</i> 	RX		
Behavior: Gather, update, and apply situational information relevant to the assignment.			
3. Obtain initial briefing and demonstrate understanding of local fire management issues and policies. <ul style="list-style-type: none"> • <i>Regional and local implementation policies</i> • <i>Agency and personal liability issues</i> • <i>Smoke management issues</i> • <i>Social/political issues</i> 	RX		
Behavior: Establish effective relationships with relevant personnel.			
4. Establish and maintain positive interpersonal and interagency working relationships.	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Establish organization structure, reporting procedures, and chain of command of assigned resources			
5. Establish the organizational role of the Burn Boss in relation to other prescribed fire positions, local fire management organization and Agency Administrator.	O		
6. Know the notification requirements if the contingency plan is implemented.	O		
7. Describe roles and responsibilities if the prescribed fire is declared a wildfire.	O		
8. Ensure compliance with organizational structure and reporting requirements identified in the Prescribed Fire Plan.	RX		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

Competency: Lead assigned personnel.

Description: Influence, guide, and direct assigned personnel to accomplish objectives and desired outcomes in a rapidly changing, high-risk environment.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Model leadership principles of Duty, Respect and Integrity.			
9. Exhibit principles of duty. <ul style="list-style-type: none"> • <i>Be proficient in your job, both technically and as a leader.</i> • <i>Make sound and timely decisions.</i> • <i>Ensure tasks are understood, supervised and accomplished.</i> • <i>Develop your subordinates for the future.</i> 	I		
10. Exhibit principles of respect. <ul style="list-style-type: none"> • <i>Know your subordinates and look out for their well-being.</i> • <i>Keep your subordinates informed.</i> • <i>Build the team.</i> • <i>Employ your subordinates in accordance with their capabilities.</i> 	I		
11. Exhibit principles of integrity. <ul style="list-style-type: none"> • <i>Know yourself and seek improvement.</i> • <i>Seek responsibility and accept responsibility for your actions.</i> • <i>Set the example.</i> 	I		
Behavior: Ensure the safety, welfare, and accountability of assigned personnel.			
12. Provide for the safety and welfare of assigned resources. <ul style="list-style-type: none"> • <i>Recognize, mitigate and communicate potentially hazardous situations during tactical operations.</i> • <i>Monitor condition of assigned personnel.</i> • <i>Account for assigned resources</i> • <i>Review and implement public and personnel safety described in the Prescribed Fire Plan.</i> 	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Establish work assignments and performance expectations, monitor performance, and provide feedback.			
13. Make tactical assignments and ensure their completion. <ul style="list-style-type: none"> • <i>Ignition (ground, aerial)</i> • <i>Holding</i> • <i>Mop-up and patrol</i> • <i>Monitoring</i> • <i>Transition back to the home unit</i> 	RX		
14. Ensure subordinates understand assignment for operational period. <ul style="list-style-type: none"> • <i>Provide clear, concise instructions and allow for feedback.</i> 	RX		
15. Continuously evaluate performance. <ul style="list-style-type: none"> • <i>Communicate deficiencies immediately and take corrective action.</i> • <i>Provide training opportunities where available.</i> • <i>Complete personnel performance ratings according to agency guidelines.</i> 	I		
Behavior: Emphasize teamwork.			
16. Establish cohesiveness among assigned resources. <ul style="list-style-type: none"> • <i>Provide for open communication.</i> • <i>Seek commitment.</i> • <i>Set expectations for accountability.</i> • <i>Focus on the team result.</i> 	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

Competency: Communicate effectively.

Description: Use suitable communication techniques to share relevant information with appropriate personnel on a timely basis to accomplish objectives in a rapidly changing, high-risk environment.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Ensure all relevant information is exchanged during check-in, briefings and debriefings.			
17. Conduct pre-ignition briefing utilizing the briefing checklist in the Prescribed Fire Plan.	RX		
18. Conduct an After Action Reviews (AAR).	I		
Behavior: Ensure documentation is complete and disposition is appropriate.			
19. Complete documentation as appropriate. <ul style="list-style-type: none"> • <i>ICS 214, Unit Log</i> • <i>Post-burn report</i> • <i>Smoke monitoring</i> • <i>Checklists (e.g., Go-No Go, Briefing)</i> • <i>Agency Administrator Pre-Ignition Approval</i> • <i>Time and equipment records</i> • <i>Reports</i> • <i>Injury forms</i> • <i>Personnel evaluation</i> • <i>Cost analysis</i> 	O		
Behavior: Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient.			
20. Ensure notifications are made in accordance with the Prescribed Fire Plan.	RX		
21. Ensure portions of Prescribed Fire Plan are distributed to relevant personnel. <ul style="list-style-type: none"> • <i>Maps</i> • <i>Ignition plan</i> • <i>Holding plan</i> • <i>Safety and medical procedures</i> • <i>Prescription</i> • <i>Contingency plan</i> 	RX		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Communicate and assure understanding of work expectations within the chain of command and across functional areas.			
22. Work with resource specialists to identify resource concerns and constraints that will need to be addressed in the Prescribed Fire Plan. <ul style="list-style-type: none"> • <i>Species of concern, wildlife or archeological survey's, pre/post monitoring requirements, etc.</i> 	O		
23. Coordinate with air quality regulator(s) or specialists to develop smoke management plan and obtain appropriate smoke permits. <ul style="list-style-type: none"> • <i>Run smoke models and provide other information as required to obtain permits.</i> • <i>Utilize Best Management Smoke Practices.</i> 	O		
24. Obtain appropriate technical review. <ul style="list-style-type: none"> • <i>Work with reviewer to address any concerns with the Prescribed Fire Plan.</i> 	O		
25. Communicate operational activities among resources (ignition, holding, monitoring) to safely achieve Prescribed Fire Plan objectives. <ul style="list-style-type: none"> • <i>Smoke, ignition patterns, fire behavior, and tactics</i> • <i>Appropriate ignition tactics to protect or enhance areas of special concern</i> • <i>Effectiveness of the holding operation relative to smoke, ignition patterns and fire behavior</i> • <i>On-site prescription variables</i> • <i>Monitoring assignments</i> 	RX		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

Competency: Ensure completion of assigned actions to meet identified objectives.

Description: Identify, analyze, and apply relevant situational information and evaluate actions to complete assignments safely and meet identified objectives. Complete actions within established timeframe.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Administer and/or apply agency policy, contracts and agreements.			
26. Ensure regulatory compliance and mitigation as required in the Prescribed Fire Plan are completed. <ul style="list-style-type: none"> • <i>Smoke</i> • <i>Threatened and Endangered Species</i> • <i>Heritage resources</i> 	RX		
27. Ensure the smoke management plan meets agency requirements. <ul style="list-style-type: none"> • <i>Tribal</i> • <i>State</i> • <i>Local</i> 	RX		
28. Review criteria for declaring a wildfire per agency policy.	O		
29. Ensure applicable contracts and agreements are administered. <ul style="list-style-type: none"> • <i>Aviation contracts</i> • <i>Engine and crew contracts</i> • <i>Tribal contracts</i> • <i>Mutual aid agreements</i> 	O		
Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.			
30. Review the Prescribed Fire Plan for completeness. <ul style="list-style-type: none"> • <i>Ensure prescription parameters are appropriate to meet prescribed fire objectives.</i> • <i>Ensure the plan addresses project risks, hazards and their mitigation actions.</i> • <i>Ensure the Prescribed Fire Plan complies with safety standards.</i> • <i>Do the NEPA objectives and Fire Management (Prescribed Fire Plan) align?</i> 	O		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
31. Recon burn unit(s) to validate Prescribed Fire Plan elements, including areas of special concern and hazard/risk analysis. <ul style="list-style-type: none"> • <i>Review the ignition and holding plan.</i> • <i>Review the prescribed fire complexity analysis summary.</i> • <i>Validate mitigation measures (safety, resource protection).</i> • <i>Ensure applicability of Lookouts, Communications, Escape Routes, Safety Zones (LCES).</i> 	RX		
32. Ensure on-site and off-site pre-burn considerations are completed. <ul style="list-style-type: none"> • <i>Ensure informational and hazard warning signs are posted and maintained.</i> 	RX		
33. Monitor prescription parameters to warrant ignition and increase probability that resource and prescribed fire objectives can be met. <ul style="list-style-type: none"> • <i>Document local fire weather and fuel moisture.</i> • <i>Document on-site weather and fire behavior observations to validate prescription compliance.</i> • <i>Obtain smoke dispersal forecasts and analyze against the prescription.</i> 	RX		
34. Obtain current weather forecasts. <ul style="list-style-type: none"> • <i>Request and review spot (or other appropriate level) weather forecasts.</i> • <i>Provide feedback to forecasters as appropriate.</i> 	RX		
35. Ensure Prescribed Fire Plan is properly approved and authorized. <ul style="list-style-type: none"> • <i>Agency Administrator Authorization is complete.</i> • <i>Expiration date is documented.</i> 	RX		
Behavior: Make appropriate decisions based on analysis of gathered information.			
36. Make “Go/No-Go” decision using collected data and begin filling out Prescribed Fire Go/No-Go checklist. <ul style="list-style-type: none"> • <i>Analyze operational situations/factors to determine if Prescribed Fire Plan can be implemented.</i> • <i>Proceed with test fire if questions were answered yes.</i> 	RX		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
37. Complete test fire according to the Prescribed Fire Plan. <ul style="list-style-type: none"> • <i>Evaluate expected fire behavior, smoke dispersal, weather conditions, and ability to meet objectives.</i> • <i>Document and evaluate test fire results.</i> • <i>Complete and sign the Prescribed Fire Go/No-Go Checklist.</i> 	RX		
38. During ignition phase, evaluate and document the fire effects of the prescribed fire. <ul style="list-style-type: none"> • <i>Summarize fire behavior and immediate post-burn fire effects data.</i> • <i>Compare results to Prescribed Fire Plan prescriptions and objectives.</i> • <i>Recommend changes to be considered when developing future Prescribed Fire Plans.</i> • <i>Complete necessary reports as per agency guidelines.</i> 	RX		
39. Develop a prescription that will meet the project objectives utilizing fire behavior and fire effects information, knowledge and experience, and appropriate models. <ul style="list-style-type: none"> • <i>Document analysis, assumptions, and rationale for determining the prescription.</i> • <i>Utilize appropriate fire behavior, smoke, and fire effects models.</i> 	O		
40. Complete a technical review of a Prescribed Fire Plan at the appropriate complexity level (high for RXB1) following agency standards. <ul style="list-style-type: none"> • <i>Ensure each element was addressed.</i> • <i>Ensure the plan's complexity analysis is completed per agency standards.</i> • <i>Provide written and verbal feedback to the Prescribed Fire Plan preparer.</i> 	O		
41. Complete preparation of a Prescribed Fire Plan at the appropriate complexity level (high for RXB1) and submit to agency administrator for approval.	O		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Take appropriate action based on assessed risks.			
42. Apply the Risk Management Process found in the <i>Incident Response Pocket Guide (IRPG)</i> . <ul style="list-style-type: none"> • <i>Step 1: Situation Awareness</i> • <i>Step 2: Hazard Assessment</i> • <i>Step 3: Hazard Control</i> • <i>Step 4: Decision Point</i> • <i>Step 5: Evaluate</i> 	I		
43. Implement contingency plan. <ul style="list-style-type: none"> • <i>Identify and present an adequate medical transport vehicle at operational briefing.</i> • <i>Identify EMTs and available equipment during operational briefing.</i> • <i>Discuss the medical plan with the assigned dispatching office.</i> • <i>Discuss Incident within Incident protocol during operational briefing.</i> 	R		
44. Declare prescribed fire out per agency policy.	RX		
Behavior: Modify approach based on evaluation of incident situation.			
45. Evaluate and adjust operations as allowed for in the Prescribed Fire Plan. <ul style="list-style-type: none"> • <i>Ignition</i> • <i>Holding</i> • <i>Monitoring</i> 	RX		
46. Review and follow the Prescribed Fire Plan amendment process.	O		
47. Terminate prescribed fire according to Prescribed Fire Plan.	RX		
Behavior: Anticipate, recognize and mitigate unsafe situations.			
48. Identify risks and hazards which could endanger personnel. <ul style="list-style-type: none"> • <i>Review job hazard analysis.</i> • <i>Identify alternative tactics.</i> • <i>Implement mitigation measures.</i> 	RX		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

RXB1

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Follow established procedures and safety procedures relevant to given assignment.			
49. Conduct operations in a safe manner according to the Standard Fire Orders, Watch Out Situations, LCES principles, Prescribed Fire Plan, and agency-specific policies and standards. <ul style="list-style-type: none"> • <i>Communicate with crew members, assigned supervisor, and adjoining forces.</i> • <i>Spot check tactical operations to ensure safety guidelines are followed.</i> • <i>Take actions to prevent personnel fatigue (e.g., rotating duties, adjusting rest periods).</i> 	RX		
50. Ensure assignments met the standards as identified in the Prescribed Fire Plan and as conditions warrant. <ul style="list-style-type: none"> • <i>Tactical</i> • <i>Mop-up</i> • <i>Patrol</i> 	RX		
Behavior: Ensure operations consider socio-economic, political, and cultural aspects.			
51. Protect identified Values. <ul style="list-style-type: none"> • <i>Cultural</i> • <i>Natural</i> • <i>Human</i> 	RX		

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Trainee Information

Printed Name:
 Trainee Position on Incident/Event:
 Home Unit/Agency:
 Home Unit /Agency Address and Phone Number:

Evaluator Information

Printed Name:
 Evaluator Position on Incident/Event:
 Home Unit/Agency:
 Home Unit /Agency Address and Phone Number:

Incident/Event Information

Incident/Event Name: _____ Reference (Incident Number/Fire Code): _____
 Duration: _____
 Incident Kind: Wildfire, Prescribed Fire, All Hazard, Other (specify): _____
 Location (include Geographic Area, Agency, and State): _____
 Management Type (circle one): Type 5, Type 4, Type 3, Type 2, Type 1, Area Command, Complex Incident Management
OR Prescribed Fire Complexity Level (circle one): Low, Moderate, High
 FBPS Fuel Model Letter: G = Grass, B = Brush, T = Timber, S = Slash

Evaluator's Recommendation
 (Initial only one line as appropriate)

- _____ 1) The tasks initialed and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. The trainee has successfully performed all tasks in the PTB for the position. I have completed the Final Evaluator's Verification section and recommend the trainee be considered for agency certification.
- _____ 2) The tasks initialed and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. However, opportunities were not available for all tasks (or all uncompleted tasks) to be performed and evaluated on this assignment. An additional assignment is needed to complete the evaluation.
- _____ 3) The trainee did not complete certain tasks in the PTB in a satisfactory manner and additional training, guidance, or experience is recommended.
- _____ 4) The individual is severely deficient in the performance of tasks in the PTB for the position and additional training, guidance, or experience is recommended prior to another training assignment.

Comments: _____

Evaluator's Signature: _____ Date: _____

Evaluator's Relevant Qualification (or agency certification): _____

Trainee Information

Printed Name:
 Trainee Position on Incident/Event:
 Home Unit/Agency:
 Home Unit /Agency Address and Phone Number:

Evaluator Information

Printed Name:
 Evaluator Position on Incident/Event:
 Home Unit/Agency:
 Home Unit /Agency Address and Phone Number:

Incident/Event Information

Incident/Event Name: _____ Reference (Incident Number/Fire Code): _____
 Duration: _____
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- _____ 3) The trainee did not complete certain tasks in the PTB in a satisfactory manner and additional training, guidance, or experience is recommended.
- _____ 4) The individual is severely deficient in the performance of tasks in the PTB for the position and additional training, guidance, or experience is recommended prior to another training assignment.

Comments: _____

Evaluator's Signature: _____ Date: _____

Evaluator's Relevant Qualification (or agency certification): _____