A Publication of the
National Wildfire
Coordinating Group

NWCG Task Book for the Positions of:

FIRE BEHAVIOR ANALYST (FBAN)

LONG TERM FIRE ANALYST (LTAN)

PMS 311-29 **MAY 2017**

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: _____

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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.

Common Tasks for FBAN and LTAN

This task book contains the tasks for Fire Behavior Analyst (LBAN) and Long Term Fire Analyst (LTAN) positions. The common tasks for all positions are listed first. The tasks specific to each position are listed following the common tasks.

Competency: Assume position responsibilities.

Description: Successfully assume the identified role of Fire Behavior Analyst and Long Term Fire Analyst and initiate position activities at the appropriate time according to the following behaviors.

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Ensure readiness for assignment.			
1. Obtain and assemble information and materials needed for kit. • *Fire Behavior Field Reference Guide* • *Belt weather kit or digital weather instrument* • *Laptop computer with fire behavior software (e.g., BehavePlus, WFDSS password, internet connectivity)* • *Plastic ruler or scale with 0.1" increments* • *Fire behavior worksheets* • *Fire behavior forecast forms* • *Spot weather forecast forms* • *Schedule of daily activities* • *Fire characteristics chart* • *(LTAN) Probabilistic and deterministic modeling tools* • *Reference Materials* • *External hard drive or USB flash drive*	O		
2. Identify the need for additional personnel and coordinate as necessary. • *Incident Meteorologist* • *Technical specialists (e.g., Geospatial Analyst)* • *Field Observer / Fire Effects Monitor* • *Additional LTAN/FBAN* • *Other (e.g., Air Resource Advisor)*	I		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Ensure availability, qualifications, and capabilities of resources to complete assignment.			
3. Identify need for and obtain additional supplies and equipment. • *Table(s), seating, and additional supplies not in kit* • *Communications equipment (e.g., radio, telephones, data communication equipment, computer connectivity)* • *Computers, printers, plotters, Global Positioning System (GPS) units, as needed*	I		
Behavior: Gather, update, and apply situational information relevant to the assignment.			
4. Review agency procedures and policies for wildland fire related to the position. • *Conversation with supervisor* • *Read appropriate agency manuals and handbook*	O		
5. Obtain initial briefing from Situation Unit Leader, Planning Section Chief and/or local knowledgeable source. • *Location of assignment* • *Attend team inbriefing and planning meeting to obtain pertinent information* • *Priorities, time limits for completion, method of communication, transportation, meetings, coordination with established contacts, and fire behavior products needed to support incident planning* • *Information about fire origin, wind characteristics, fuel type, fuel moisture, slope, suppression activities, fire status, and areas of special concern (e.g., private property, structures, developments, wilderness)* • *Names of local knowledgeable individuals* • *Process to receive local fire weather forecasts*	I		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
6. Obtain maps/data on fuels, terrain, fire history, fuels treatments, weather and other pertinent information. • *Ensure scale illustrates geographical detail and accommodates potential incident expansion (topographical maps of 1:24,000 scale are ideal).* • *Acquire weather data to include weather station information, history, and location.* • *Organize data and information to facilitate effective fire behavior analysis.* • *Landscape information for appropriate modeling and/or decision support tools.*	W/RX		
7. Develop a network to obtain and exchange information (e.g., locals, operations personnel, Fire Weather Meteorologist, FOBS, FEMOs, SOPL, and other specialists pertinent to the incident). • *Determine the need for additional sources of information.* • *Coordinate with the Planning and Operations Sections for the use of their personnel as Field and Weather Observers to gather the information needed.* • *Establish a schedule with sources for reporting the needed information (e.g., fire situation, hazards, fire behavior, weather predictions).*	W/RX		
8. Locate proper sites and identify appropriate resources for weather data collection. • *Determine need for additional weather stations.*	O		

Behavior: Establish effective relationships with relevant personnel.

9. Conduct self in a professional manner. • *Be proficient in your job, both technically and as a leader.* • *Make sound and timely decisions.* • *Respectful and courteous* • *Respectful of public and private property* • *Develop your subordinates for the future.*	I		

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

Common Tasks for FBAN and LTAN

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	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Model leadership values and principles.			
10. Exhibit principles of respect. • *Know who you supervise and look out for their well-being.* • *Keep your staff informed.* • *Build the team.* • *Employ your staff in accordance with their capabilities.*	I		
11. Exhibit principles of integrity. • *Know yourself and seek improvement.* • *Seek responsibility and accept responsibility for your actions.* • *Set the example.*	I		
12. Establish and maintain positive interpersonal and interagency working relationships. • *Within the fire environment unit which may include IMET's, FBANs, LTANs, GSANs, or SOPLS communicate and share workload achieving common goals.*	I		
Behavior: Ensure the safety, welfare, and accountability of assigned personnel.			
13. Provide for the safety, welfare, and accountability of assigned personnel during the entire period of command. • *Recognize, mitigate and communicate potentially hazardous situations during tactical operations.* • *Monitor condition of assigned personnel.* • *Provide for care of assigned personnel and notify supervisor in event of sickness, injury, or accident.*	I		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Establish work assignments and performance expectations, monitor performance, and provide feedback.			
14. Complete daily review of staffing requirements and project future needs to facilitate ordering and demobilization.	I		
15. Develop schedule based on the teams planning cycle and Incident Action Plan (IAP) or relevant plan schedule.	I		
16. Ensure your direct reports understand assignment for operational period. • *Provide clear, concise instructions and allow for feedback.*	I		
17. Continuously evaluate performance. • *Communicate deficiencies immediately and take corrective action.* • *Provide training opportunities where available.* • *Complete personnel performance ratings according to agency guidelines.* • *Provide counseling and discipline when required.*	I		
Behavior: Emphasize teamwork.			
18. Establish cohesiveness among assigned resources. • *Establish trust through open communication.* • *Require commitment.* • *Set expectations for accountability.* • *Focus on the team result.* • *Resolve conflicts and provide feedback.*	I		

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

Common Tasks for FBAN and LTAN

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	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Ensure relevant information is exchanged during briefings and debriefings.			
19. Present fire behavior, weather, and fire growth projections/findings at multiple planning meeting briefings. • *Focus on field related tactics, planning, long-term strategies* • *Target information to specific audiences*	W		
20. Present fire behavior, weather, and fire growth projections at multiple operational period briefings. • *Focus on field related tactics.* • *Target information to specific audiences (fire line personnel, daily operations.)*	W		
21. Present and interpret fire behavior, weather, and fire growth projections/findings at multiple agency administrator briefings. • *Focus on planning, addressing agency administrator concerns.* • *Target information to the specific audience and improve their understanding of fire behavior products.* • *This may be attained through multiple assignments (evaluator note each instance)*	W		
22. Present and interpret fire behavior, weather, and fire growth projections/findings at multiple public meetings. • *Focus on planning and long-term strategies.* • *Target information to specific audiences (e.g., media, public).* • *This may be attained through multiple assignments (evaluator note each instance.)*	W		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
23. Participate in After Action Reviews (AARs). • *Provide input to IMT (e.g. how fire behavior products can be used or integrated, how the FBAN/LTAN could be utilized more effectively within team functions.)*	W		
Behavior: Ensure documentation is complete and disposition is appropriate.			
24. Maintain ICS 214, Unit Log, and/or follow other procedures to document major activities. • *File documentation according to incident protocols and/or standard procedures.*	O		
25. Build, maintain, and document a file folder structure for electronic resources, model inputs and incident data.	O		
26. Organize and deliver hard-copy and electronic materials assembled during the incident to the Planning Section or to host unit**.** • *Base maps* • *Overlays* • *Written forecasts* • *Electronic files* • *Information from sources* • *Photographs*	W/RX		
27. Prepare a final narrative report explaining how fuels, weather, and topography affected fire behavior and/or risks during the incident.	W		
28. Ensure electronic products and materials to support the strategy and rational for the incident are available and in the proper format to be added to the decision document as needed.	W		
29. Document assumptions, limitations, data and methods used in making predictions. • *In electronic files kept by the FBAN/LTAN.* • *In the notes section of the software programs.*	O		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
30. Provide weather and fire behavior information or narratives to support planning, decision documents and strategic direction. (e.g., wildland fire decision support documentation).	W		
Behavior: Gather, produce and distribute information as required by established guidelines and ensure understanding by recipient.			
31. Obtain information from local fire and weather resources • *Weather stations used* • *Past fire behavior* • *Local anomalies* • *Local fire danger information*	W		
32. Provide fire behavior and weather information for upward reporting. • *ICS 209, Incident Status Summary* • *Coordination calls.*	W		
33. Provide fire behavior and weather information as needed to other personnel beyond the daily briefing for special circumstances. (e.g., logistics, public information, agency representatives).	W		
34. Provide updated or special fire behavior and weather information as needed.to operations personnel (e.g., operations, air operations, strategic operational planner).	W		
Behavior: Communicate and ensure understanding of work expectations within the chain of command and across functional areas.			
35. Coordinate activities with Planning Section to ensure products and briefings meet needs and are timely.	W		
36. Provide fire behavior and weather forecast to meet timelines for input into the Incident Action Plans as coordinated with the Planning Section Chief**.**	W/RX		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
37. Coordinates with the Operations Section to ensure products support operational needs**.**	W		
38. Respond to special requests through appropriate channels within time frame as directed (e.g., potential effects to values, firing operations, cold front passage effects on fire behavior, rain forecasts for logistics, lightning).	W		

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

Common Tasks for FBAN and LTAN

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	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.			
39. Coordinate with Fire Weather Forecaster/Incident Meteorologist to obtain weather inputs for modeling applications and forecasts.	W/RX		
40. Obtain short-term weather forecasts, outlooks, and projections for consideration. • *Determine methods/communications equipment and contacts to establish communications.* • *Review local National Weather Service Office Weather Operating Plans to identify criteria that define issuance of a fire weather watch or red flag warning.* • *Review weather prediction used to make fire behavior predictions with Fire Weather Forecaster/Incident Meteorologist.* • *Discuss and analyze special fire behavior/weather concerns that affect safety of personnel and success of the incident.* - *Request special notifications.* • *Obtain weather forecasts, updates, and special advisories and provide feedback on fire weather forecasts.*	W/RX		
41. Obtain and assess information regarding seasonal severity for the area.	O		
42. Determine primary indicators of large fire growth. • *Identify driver of large fire growth and correlate that to forecast weather information.*	W/RX		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
43. Compare current season conditions to average and worst case using fire danger indices, greenness imagery, or other information as available.	W		
44. Create a FireFamilyPlus database • *Determine most representative RAWS sites for fire area.* - *Acquire Station Catalog, Weather and Fire History data via FAMWEB.* - *Utilize DRI WRCC to acquire additional data.* • *Critique and edit data for anomalies.*	O		
45. Review climatology data to determine seasonal norms as compared to the current situation for consideration in predictions. • *Utilize Climatology Stats Graph, Stats Table or Daily Frequencies to quantify average temperature, relative humidity and precipitation for fire area.* • *Compare prior seasons to the current and determine similarities or differences. Select a previous season as the most representative.* • *Utilize information from similar years to predict what fire outcomes can be expected if trends continue similar to those years.*	W/RX		
46. Select the applicable tools for deterministic (BehavePlus, FLAMMAP, FARSITE, Basic/STFB/NTFB) and/or probabilistic (FSPRO) fire behavior analysis.	O		
47. Assemble information and calculate fire growth using inputs and projections. • *Fuels/vegetation* • *Topographical maps and terrain features* • *Short, medium, and long-range weather forecasts/projections to include wind speed and direction* • *Standard Fuel Models (13 NFFL and/or 40 Scott and Burgan fuel models)* • *Fuel moisture content*	W/RX		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
48. Demonstrate ability to upload necessary shapefiles for analysis. • *Discuss and upload fire growth perimeters daily in WFDSS or ensure it is completed.* • *Utilize ARC based data in zipped format.* • *Maintain standard and understandable naming convention for various files.* • *Critique shapes prior to upload.*	W		
49. Identify and adjust fuel models or the assumptions used in the fire behavior calculations in order to calibrate predictions to observed fire behavior. • *Depth* • *Loading* • *Arrangement* • *Types of fuel* • *Burn period duration* • *Canopy characteristics* • *Validity of LANDFIRE data* • *Standard Fuel Models used (13 NFFL and/or 40 Scott and Burgan fuel models)* • *Other*	W/RX		
50. Provide mechanism for displaying analysis product information. • *Demonstrate ability to incorporate digital output data into an acceptable format for key decision-making personnel. (e.g.. Overlay products onto paper incident maps via GIS, Google Earth, Screen capture/snip information, digital image for projection).*	W		
51. Interpret weather forecasts, fire behavior predictions and decision support products to assess and document fire growth projections for the short and near-term.	W		
52. Interpret weather forecasts, fire behavior predictions and decision support products to assess and document fire growth projections toward multiple points of interest and mid and long term.	W		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
53. Monitor smoke emissions for health, safety, and vista impairment as required by the incident. • *Monitor smoke column and dispersion.* • *Recognize emission problems and recommend applicable mitigation measures.* • *Maintain communications (e.g., Air Resource Advisor, air quality regulators, National Weather Service, weather observers, lookouts).* • *Monitor or compute air quality conditions to identify when stated or acceptable conditions are, or may be, exceeded for air quality and highway visibility.* • *Describe methods for measuring visibility.*	W/RX		
54. Assist in firing operation plans or burn plan development. • *Review firing/burn plan prior to implementation.* • *Assist with or write prescription elements.* • *Identify components of the monitoring plan.* • *Review firing techniques to be used, timing and delivery devices related to potential fire behavior and fire effects.* • *Communicate concerns to burn boss, firing boss and/or other incident personnel.*	W/RX		
55. Provide input for development of incident tactics or management actions points in relation to expected fire behavior and time.	W		
56. Routinely interact with the planning and operations sections to estimate fire behavior impacts on the incident strategy and objectives; firefighter safety; and the proposed tactics.	W		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Prepare clear and concise assessments regarding hazards, weather, and other relevant events.			
57. Analyze and document existing and current information and prepare fire behavior predictions. • *Expected fire location by time period.* • *Expected flame length and spread rates.* • *Spotting potential and maximum distance.* • *Probability of crown fire and extreme fire behavior.*	W		
58. Adjust fire behavior predictions for operational planning in response to current conditions.	W/RX		
59. Conduct and interpret deterministic fire behavior analysis for multiple operational periods using the appropriate tool (e.g., persistence forecasts, BehavePlus, FLAMMAP, FARSITE, STFB/NTFB).	W		
60. Calibrate, create and produce multiple short-term fire behavior analysis (e.g. Behave, Basic or Short Term Fire Behavior). • *Draw extent that best represents fire growth area for analysis operational period.* • *Choose Landfire landscape that best represents observed fuels.* • *Review outputs for acceptable forecast conditions.*	W		
61. Produce fire behavior analysis for 1-6 days. • *Create realistic ignition file.* • *Utilize barriers as pertinent.* • *Utilize landscape mask.* • *Make appropriate landscape edits.* • *Confirm live fuel moisture data through LFM database or local resources.*	W		
62. Calibrate fire behavior models run from previous operational period or other analyst's work. • *Overlay observed perimeter with forecasted progression from previous operational period.* • *Make adjustments as appropriate so outputs mimic observations.*	W		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Utilize information to produce outputs.			
63. Prepare multiple written fire behavior forecasts for the time period specified. • *Fire weather summary* • *General and specific fire behavior* • *Fire behavior related safety concerns* • *Impacts of fire behavior on operations* • *Impact of smoke production*	W/RX		
Behavior: Anticipate, recognize and mitigate unsafe situations.			
64. Conduct periodic review of current situation, analyses and forecasts.	W/RX		
65. Immediately notify Command, Operations, Planning, and/or Logistics Sections of changes in fire weather or fire behavior that may affect public and firefighting safety.	W/RX		
66. Recognize and notify personnel of special conditions that promote extreme fire behavior. • *Conditions leading to rapid rates of spread, crown fires, plume dominated fires, downdrafts, and vortex development.* • *Unstable atmospheric conditions, high Haines Index, local wind anomalies, special topographic features (e.g., box canyons, narrow saddles), smoke column behavior and characteristics.* • *Special fuel characteristics such as frost killed or insect damaged vegetation.*	W/RX		
Behavior: Follow established procedures and/or safety procedures relevant to given assignment.			
67. Notify operations personnel when entering their area of responsibility and request information about specific fireline safety preparations and plans.	W		

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

Common Tasks for FBAN and LTAN

TASK	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Transfer position duties while ensuring continuity of authority and knowledge and taking into account the increasing or decreasing incident complexity.			
68. Coordinate the development, approval and implementation of transfer of position duties when incident escalates/de-escalates (e.g., incoming Incident Management Team (IMT), host agency). • *Inform subordinate staff.* • *Provide Fire Behavior Narrative/Summary* • *Document follow-up action needed and submit to supervisor.*	I		
69. Brief replacement before leaving the incident about aspects of the incident history (e.g., facilities, established timeframes and schedules, personnel, individuals serving as information sources). • *Work one operational period with replacement if possible.*	I		

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

FBAN Specific Tasks

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	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.			
70. Calibrate or provide input to the calibration of long-term model inputs and outputs (FsPro). • *Utilize a GSAN or LTAN and provide model inputs if needed.*	W		
71. Conduct or provide input to the LTAN/ direction to GSAN to produce probabilistic analysis of fire growth and movement toward multiple points of interest over multiple operational periods using Fire Spread Probability (FSPro).	W		
72. Conduct or provide input to the LTAN / direction to GSAN to produce analysis of historic weather records from local stations to determine important thresholds and season ending criteria. • *Synthesize data sets as appropriate.* • *Use accepted methodologies.* • *Identify and verify data and criteria.*	W		

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

LTAN Specific Tasks

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	CODE	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.			
73. Conduct probabilistic analysis of fire growth and movement toward multiple points of interest over multiple operational periods using Fire Spread Probability (FSPro).	W		
74. Access and analyze historic weather records from local stations to determine important thresholds and season ending criteria. • *Synthesize data sets as appropriate.* • *Use accepted methodologies.* • *Identify* and verify data and criteria.	W		

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

Evaluation Record # _____

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
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:_____

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Evaluator's Signature:_____ Date:_____

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

Evaluation Record # _____

Additional Evaluation Record Sheets can be downloaded https://www.nwcg.gov/publications/position-taskbooks

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
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:_____

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Evaluator's Signature:_____ Date:_____

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

Additional Evaluation Record Sheets can be downloaded https://www.nwcg.gov/publications/position-taskbooks