

**NWCG Task Book for the Position of:**



**UNMANNED AIRCRAFT SYSTEM PILOT  
(UASP)**

**PMS 311-78**

**JANUARY 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: \_\_\_\_\_

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

**UNMANNED AIRCRAFT SYSTEM PILOT (UASP)**

**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: \_\_\_\_\_

## NATIONAL WILDFIRE COORDINATING GROUP (NWCG) POSITION TASK BOOK

NWCG Position Task Books (PTBs) have been developed for designated National Incident Management System (NIMS) 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. 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. Performance of any task on other than the designated assignment is not valid for qualification. The codes are defined as:

**O = Other:** In any situation (classroom, simulation, daily job, incident, prescribed fire, etc.).

**I = Incident:** 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 = Wildfire:** Task must be performed on a wildfire incident.

**RX = Prescribed fire:** Task must be performed on a prescribed fire incident.

**W/RX = Wildfire OR prescribed fire:** Task must be performed on a wildfire OR prescribed fire incident.

**R = Rare event:** 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.

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 *NWCG Standards for Wildland Fire Position Qualifications*, PMS 310-1, <https://www.nwcg.gov/publications/310-1>.

### RESPONSIBILITIES

The responsibilities of the Home Unit/Agency, Trainee, Coach, Training Specialist, Evaluator, Final Evaluator, and Certifying Official are identified in the *NWCG Standards for Wildland Fire Position Qualifications*, 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:** Circle the kind of incident and specify if other (e.g., search and rescue, flood, etc.).

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

**Management Type or Prescribed Fire Complexity Level:** Circle the ICS organization level or the prescribed fire complexity level.

**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.

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

**Evaluator's Signature:** Sign here to authenticate the recommendation.

**Date:** Document the date the Evaluation Record is 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.

## Unmanned Aircraft System Pilot (UASP)

### Competency: Assume position responsibilities.

*Description: Successfully assume role of Unmanned Aircraft System Pilot 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
<b>Behavior: Ensure readiness for assignment.</b>			
1. Assemble UAS kit materials for assignment. <ul style="list-style-type: none"> <li>• <i>Aircraft, sensors, payloads, ground control station (GCS), and other system equipment</i></li> <li>• <i>Pilot and system credentials (e.g., certifications, Incident Qualification Cards, maintenance records, pilot card, FAA license, aircraft cards)</i></li> <li>• <i>Computer/processing hardware and software</i></li> <li>• <i>Communications equipment (e.g., radios, cellphones, satellite phones, Wi-Fi hotspots, ADS-B receiver)</i></li> <li>• <i>Transportation (e.g., vehicle, trailer, OHV)</i></li> <li>• <i>Support equipment (e.g., generator, fuel, electrical cords, sunshade, tables)</i></li> </ul>	O		
<b>Behavior: Understand and comply with incident safety procedures and practices.</b>			
2. Ensure the Risk Management Process is established and maintained in accordance with <i>NWCG Standards for Fire Unmanned Aircraft Systems Operations</i> , PMS 515. <ul style="list-style-type: none"> <li>• <i>Identify operational hazards.</i></li> <li>• <i>Assess the degree of risk relative to the mission perspective.</i></li> <li>• <i>Mitigate hazards.</i></li> <li>• <i>Demonstrate use of job aids such as the Flight Risk Assessment Tool, operations checklists, and mission planning worksheets as required for risk management.</i></li> </ul>	I		

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

## Unmanned Aircraft System Pilot (UASP)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
3. Assess mission area for feasibility of assigned objectives, identify flight hazards, locate potential landing and recovery zones (LRZ), and evaluate access and safety concerns. <ul style="list-style-type: none"> <li>• <i>Evaluate potential for obstructions and obstacles to affect flight launch, recovery, and connectivity, and control.</i></li> <li>• <i>Assess LRZ and control site for emergency action plan.</i></li> <li>• <i>Assess accessibility and feasibility of logistical support if needed.</i></li> <li>• <i>Assess emergency landing areas.</i></li> <li>• <i>Utilize LCES.</i></li> </ul>	I		
4. Configure communication and data link equipment and confirm connectivity. <ul style="list-style-type: none"> <li>• <i>VHF-FM radios/frequencies</i></li> <li>• <i>VHF-AM radios/frequencies</i></li> <li>• <i>Airspace monitoring system receiver/transponder</i></li> <li>• <i>Digital Networks, including identifiers and security</i></li> <li>• <i>Incident data sharing accounts and methods, online addresses, and access authorizations</i></li> </ul>	O		
<b>Behavior: Ensure availability, qualifications, and capabilities of resources to complete assignment.</b>			
5. Obtain assignment information. <ul style="list-style-type: none"> <li>• <i>Resource order from dispatch</i></li> <li>• <i>Incident name and management code</i></li> <li>• <i>Equipment requirements (special needs)</i></li> <li>• <i>Reporting time</i></li> <li>• <i>Reporting location</i></li> <li>• <i>Special needs (UAS/hardware/software)</i></li> <li>• <i>Transportation/lodging arrangements</i></li> <li>• <i>Frequencies, contacts, assigned aerial resources</i></li> <li>• <i>GIS data (base maps)</i></li> </ul>	I		

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## Unmanned Aircraft System Pilot (UASP)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
<p>6. Check in at the assigned base of operations and with the supervisor.</p> <ul style="list-style-type: none"> <li>• <i>Determine expected mission tasking(s).</i></li> <li>• <i>Verify chain of command.</i></li> <li>• <i>Review Incident Action Plan (IAP) and obtain briefing, objectives, and intent from supervisor.</i></li> <li>• <i>Discuss communication protocols/procedures.</i></li> <li>• <i>Provide UAS information to planning section, including input into Assignment List (ICS 204) and Air Operations Summary (ICS 220).</i></li> </ul>	I		
<p>7. Determine assignment airspace and authorization requirements and coordinate as appropriate.</p> <ul style="list-style-type: none"> <li>• <i>Review FAA sectional of expected operations area.</i></li> <li>• <i>Verify Temporary Flight Restriction status and number.</i></li> <li>• <i>Obtain appropriate Certificate of Authorization.</i></li> <li>• <i>Ensure Special Government Interest Waiver application or update is completed and on hand.</i></li> <li>• <i>Identify relevant airspace control agency and contact information (ATC, military range control, etc.) and keep on hand.</i></li> <li>• <i>Complete other coordination elements as needed (e.g., NOTAM, communication with dispatch/helibase, incident aviation resources, Air Operations Branch Director (AOBD), etc.)</i></li> </ul>	I		
<p>8. Validate operational capabilities of the UAS, payload, and pilot.</p> <ul style="list-style-type: none"> <li>• <i>Appropriate UAS platform for the expected mission(s).</i></li> <li>• <i>Appropriate sensors for the expected mission(s).</i></li> <li>• <i>Proper carding of system(s) and remote pilot(s).</i></li> <li>• <i>System maintenance cycle will enable assignment fulfillment (sufficient time to complete assignment before next scheduled maintenance).</i></li> </ul>	I		

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TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
9. Ensure UAS mission planning responsibilities are completed. <ul style="list-style-type: none"> <li>• <i>Aircraft: System is fully operational, appropriate, and capable of performing the mission.</i></li> <li>• <i>Pilot: RPIC and crew are proficient and capable of achieving objectives, Crew Resource Management (CRM) plan communicated, PPE and safety measures in place.</i></li> <li>• <i>Authorization: UAS has been approved to operate, mission objectives and final data product are clear and understood.</i></li> <li>• <i>Airspace: Communications are established, LRZ identified, deconfliction plan and protocol identified for mission per policy, other aircraft, and situation.</i></li> </ul>	I		
<b>Behavior: Gather, update, and apply situational information relevant to the assignment.</b>			
10. Initiate contact and verify coordination procedures with critical incident participants. <ul style="list-style-type: none"> <li>• <i>Aerial supervision</i></li> <li>• <i>Other incident aircraft</i></li> <li>• <i>Dispatch/communication unit/helibase</i></li> <li>• <i>Ground personnel</i></li> <li>• <i>IMT leadership</i></li> <li>• <i>Incident data managers</i></li> </ul>	I		

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## Unmanned Aircraft System Pilot (UASP)

### Competency: Lead assigned personnel.

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

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
<b>Behavior: Model leadership values and principles.</b>			
11. Exhibit principles of Duty. <ul style="list-style-type: none"> <li>• <i>Be proficient in your job, both technically and as a leader.</i></li> <li>• <i>Make sound and timely decisions.</i></li> <li>• <i>Ensure tasks are understood, supervised, and accomplished.</i></li> <li>• <i>Develop your subordinates for the future.</i></li> </ul>	O		
12. Exhibit principles of Respect. <ul style="list-style-type: none"> <li>• <i>Know your subordinates and look out for their well-being.</i></li> <li>• <i>Keep your subordinates informed.</i></li> <li>• <i>Build the team.</i></li> <li>• <i>Employ your subordinates in accordance with their capabilities.</i></li> </ul>	O		
13. Exhibit principles of Integrity. <ul style="list-style-type: none"> <li>• <i>Know yourself and seek improvement.</i></li> <li>• <i>Seek responsibility and accept responsibility for your actions.</i></li> <li>• <i>Set the example.</i></li> </ul>	O		

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## Unmanned Aircraft System Pilot (UASP)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
<b>Behavior: Establish work assignments and performance expectations, monitor performance, and provide feedback.</b>			
14. Establish production requirements for the UAS mission with appropriate personnel. <ul style="list-style-type: none"> <li>• <i>Determine the decision or action requiring UAS assistance and establish mission objectives.</i></li> <li>• <i>Convey UAS capabilities, limitations, and operational requirements specific to the situation.</i></li> <li>• <i>If needed, establish data management procedures, including delivery method(s) and timeframe.</i></li> <li>• <i>Develop basic execution plan with requesting personnel and UAS team.</i></li> </ul>	I		
<b>Behavior: Emphasize teamwork.</b>			
15. Establish and communicate UAS mission objectives, final product requirements, and Go/No-Go factors to UAS team. <ul style="list-style-type: none"> <li>• <i>Explain final product relevance.</i></li> <li>• <i>Determine and convey execution plan.</i></li> <li>• <i>Address weather factors for mission.</i></li> <li>• <i>Address incident situation and personnel safety factors for mission.</i></li> <li>• <i>Determine and explain emergency procedures.</i></li> </ul>	I		
16. Establish cohesiveness among the UAS team through principles of Crew Resource Management (CRM). <ul style="list-style-type: none"> <li>• <i>Provide for open communication.</i></li> <li>• <i>Seek commitment for completing the mission.</i></li> <li>• <i>Set expectations for accountability.</i></li> <li>• <i>Focus on the team result.</i></li> </ul>	I		

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## Unmanned Aircraft System Pilot (UASP)

### 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
<b>Behavior: Exchange relevant information during briefings and debriefings.</b>			
17. Demonstrate appropriate communication skills using common terminology, brevity, and timeliness. <ul style="list-style-type: none"> <li>• <i>Utilize the appropriate communication method/channel for the situation (e.g., assigned frequencies, phone, or network).</i></li> <li>• <i>Monitor communications channels as assigned and necessary.</i></li> <li>• <i>Initiate and respond to radio traffic as appropriate for operational tempo.</i></li> <li>• <i>Coordinate with responding air resources.</i></li> <li>• <i>Coordinate with applicable ground resources.</i></li> <li>• <i>Maintain communication with dispatch, helibase, or other incident management unit.</i></li> </ul>	I		
18. Coordinate flight when there are no aircraft on scene. <ul style="list-style-type: none"> <li>• <i>Communicate area of operations and mission plan to helibase/dispatch or intermediary unit to confirm airspace deconfliction and that no other aircraft are on scene.</i></li> <li>• <i>Set altimeter as appropriate (local airport or default).</i></li> <li>• <i>Calculate mission altitude.</i></li> <li>• <i>Give blind radio call on assigned air to ground and air to air frequency. Give your location, altitude, and intentions.</i></li> <li>• <i>Communicate completion of flight and/or mission to helibase/dispatch or intermediary unit.</i></li> </ul>	I		

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TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
<p>19. Coordinate flight if aircraft arrives on scene during UAS operation.</p> <ul style="list-style-type: none"> <li>• <i>Establish communication deconflicting the airspace by giving your callsign, altimeter setting, altitude, location, and intentions.</i></li> <li>• <i>Coordinate and maintain vertical, horizontal, and/or temporal separation.</i></li> <li>• <i>Return to home location until communication and separation is established.</i></li> <li>• <i>Communicate mission status to helibase/dispatch or intermediary unit.</i></li> </ul>	R		
<p>20. Coordinate flight when aerial supervision is not on scene, but other aircraft are.</p> <ul style="list-style-type: none"> <li>• <i>Acknowledge the operational tempo recognizing aircraft and incident priorities.</i></li> <li>• <i>Contact on scene aircraft to coordinate mission plans.</i></li> <li>• <i>Deconflict the airspace through altimeter, altitude, location, and intentions as applicable.</i></li> <li>• <i>Coordinate and maintain vertical, horizontal, and/or temporal separation.</i></li> <li>• <i>Communicate intentions and mission plan to helibase/dispatch or intermediary unit.</i></li> <li>• <i>Communicate completion of flight and/or mission to on scene aircraft and helibase/dispatch or intermediary unit.</i></li> </ul>	I		
<p>21. Coordinate flight when aerial supervision is on scene.</p> <ul style="list-style-type: none"> <li>• <i>Obtain altimeter setting.</i></li> <li>• <i>Calculate mission altitude.</i></li> <li>• <i>Identify potential options for vertical, horizontal, and/or temporal separation.</i></li> <li>• <i>Communicate area of operations and mission plan.</i></li> <li>• <i>Request clearance for mission.</i></li> <li>• <i>Maintain vertical, horizontal, and temporal separation as provided by aerial supervision.</i></li> <li>• <i>Communicate completion of flight and/or mission as directed by aerial supervision.</i></li> </ul>	W		

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## Unmanned Aircraft System Pilot (UASP)

### 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
<b>Behavior: Administer and/or apply agency policy, contracts, and agreements.</b>			
22. Conduct operations in compliance with applicable aviation directives. <ul style="list-style-type: none"> <li>• <i>FAA regulations and policy</i></li> <li>• <i>Airspace authorization</i></li> <li>• <i>Interagency Fire Operations Guide (PMS-515)</i></li> <li>• <i>Departmental and agency operations guidance</i></li> </ul>	I		
23. Plan for UAS in-flight emergencies and follow emergency procedures as dictated by policy and circumstance. <ul style="list-style-type: none"> <li>• <i>Familiarity with emergency checklists, aircraft emergency procedures (e.g., full motor stop), and crew responsibilities during an emergency.</i></li> <li>• <i>Expected immediate actions for UAS flyaways, crashes, or malfunctions.</i></li> <li>• <i>Local aviation mishap response guide or incident-within-incident plan, including local contact information.</i></li> <li>• <i>Agency contact information (unit, regional, safety, program leadership) and notification process.</i></li> <li>• <i>Airspace control agency contact information.</i></li> <li>• <i>FAA requirements for injury, damage, or flyaway and contact information.</i></li> <li>• <i>Expectations for debriefing, documenting, and reporting emergencies as necessary, such as through the SAFECOM system.</i></li> </ul>	O		

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TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
24. Ensure UAS flight planning requirements are fulfilled. <ul style="list-style-type: none"> <li>• <i>Aircraft: Configured using pre-flight checklist.</i></li> <li>• <i>Pilot: RPIC and crew briefed and prepared for flight, CRM implemented.</i></li> <li>• <i>Authorization: Confirmed for airspace and mission.</i></li> <li>• <i>Risk Management: Flight factors and risks assessed and mitigated (weather, situation, fire behavior), LCES in place.</i></li> <li>• <i>Airspace: Temporal, horizontal, and vertical deconfliction plan in place, practice see and avoid, flight hazards identified and planned for, military aviation operations (Military Operation Areas, Military Training Routes, Restricted Areas) deconflicted appropriately.</i></li> </ul>	O		
25. Follow established procedures, checklists, communications protocols, and best practices for each flight execution phase. <ul style="list-style-type: none"> <li>• <i>Pre-takeoff</i></li> <li>• <i>Takeoff</i></li> <li>• <i>Flight</i></li> <li>• <i>Landing</i></li> <li>• <i>Post-landing</i></li> </ul>	I		
26. Perform UAS mission to meet objectives and production requirements. <ul style="list-style-type: none"> <li>• <i>Execute the operation as planned and authorized.</i></li> <li>• <i>Optimize the system for the environmental conditions and incident situation.</i></li> <li>• <i>Utilize principles of good aeronautical decision making (ADM).</i></li> <li>• <i>Utilize CRM techniques.</i></li> <li>• <i>Maintain vigilance and situational awareness.</i></li> <li>• <i>Take appropriate action to protect personnel and equipment.</i></li> </ul>	I		

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TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
27. Ensure safety of flight by utilizing appropriate UAS operations protocols and methods. <ul style="list-style-type: none"> <li>• <i>Visual flight rules (See and Avoid)</i></li> <li>• <i>AM/FM radio communication</i></li> <li>• <i>Fire traffic area protocol</i></li> <li>• <i>Airspace deconfliction through temporal, horizontal, and vertical separation</i></li> <li>• <i>Coordinated altimeter settings</i></li> <li>• <i>Appropriate flight following, remote ID or other location sharing practices</i></li> <li>• <i>Digital communication (phone, text, email, instant message)</i></li> <li>• <i>Situational awareness</i></li> <li>• <i>Visual observer(s) and CRM</i></li> </ul>	I		
28. Adhere to interagency standards and policies for line of sight, beyond visual line of sight, and extended line of sight operations as appropriate. <ul style="list-style-type: none"> <li>• <i>Ensure roles, responsibilities, and communications protocols for RPIC and Visual Observers are established.</i></li> <li>• <i>Ensure flight planning complies with LOS/BVLOS/ELOS requirements and limitations.</i></li> <li>• <i>Plan for and mitigate hazards unique to LOS/BVLOS/ELOS operations.</i></li> </ul>	I		
29. Adhere to interagency standards and policies for UAS night operations. <ul style="list-style-type: none"> <li>• <i>Establish roles and responsibilities for UAS crew members.</i></li> <li>• <i>Ensure aircraft lighting is utilized and functional.</i></li> <li>• <i>Identify and mitigate flight hazards at the LRZ for night launch and recovery.</i></li> </ul>	I		

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TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
<b>Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.</b>			
30. Collect and prepare UAS data, imagery, and flight telemetry for final product delivery. <ul style="list-style-type: none"> <li>• <i>Download files from sensors and/or data collection devices.</i></li> <li>• <i>Organize and name files using standard or pre-arranged protocols.</i></li> <li>• <i>Create file backups.</i></li> <li>• <i>Edit and annotate final products to facilitate transition from data to information.</i></li> <li>• <i>Quality check final product development to mission objectives and customer requirements.</i></li> <li>• <i>Manage data in accordance with agency data management policies.</i></li> </ul>	I		
31. Deliver final product per customer requirements and plan. <ul style="list-style-type: none"> <li>• <i>Utilize most appropriate and efficient delivery method.</i></li> <li>• <i>Confirm receipt of final product.</i></li> <li>• <i>Solicit and incorporate feedback for next mission.</i></li> </ul>	I		
<b>Behavior: Make appropriate decisions based on analysis of gathered information.</b>			
32. Identify and plan for logistical and support needs. <ul style="list-style-type: none"> <li>• <i>Assess and provide for electrical generation and storage needs.</i></li> <li>• <i>Evaluate need for additional equipment commensurate with changes in mission.</i></li> <li>• <i>Identify secure locations for equipment staging.</i></li> <li>• <i>Confirm medevac plan.</i></li> </ul>	I		

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## Unmanned Aircraft System Pilot (UASP)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
33. Perform post-mission procedures. <ul style="list-style-type: none"> <li>• <i>Confirm need for additional UAS aircraft missions.</i></li> <li>• <i>Debrief with available air resources, line resources and line supervisors.</i></li> <li>• <i>Conduct an after action review with the UAS crew.</i></li> <li>• <i>Refurbish equipment.</i></li> </ul>	I		
34. Perform handover duties to incoming remote pilots. <ul style="list-style-type: none"> <li>• <i>Explain mission objective, decision being informed, and final data product requirements.</i></li> <li>• <i>Provide communication information, including radio frequencies, phone numbers, email addresses, and any established communications procedures.</i></li> <li>• <i>Identify hazards to UAS operations or the incoming crew and relay expected weather, fire behavior, or aviation activity.</i></li> <li>• <i>Relay lessons learned or best practices for the assignment and mission.</i></li> <li>• <i>Perform data handover and management to ensure continuity of the UAS mission.</i></li> </ul>	I		
35. Complete end-of-operational-period procedures. <ul style="list-style-type: none"> <li>• <i>Debrief with Air Operations Branch Director (AOBD)/helibase/dispatch.</i></li> <li>• <i>Attend or provide input to incident planning meeting for next day's operation.</i></li> <li>• <i>Participate in after action review(s).</i></li> <li>• <i>Complete required documentation.</i></li> </ul>	I		
36. Schedule and implement demobilization. <ul style="list-style-type: none"> <li>• <i>Ensure continuity of UAS operations, as necessary.</i></li> <li>• <i>Return equipment and supplies to the appropriate unit.</i></li> <li>• <i>Complete the demobilization checkout process.</i></li> <li>• <i>Report status to home unit.</i></li> </ul>	I		

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

**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, Complex, 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 at <https://www.nwcg.gov/publications/position-taskbooks>.

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 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**

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Evaluator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluator's Relevant Qualification (or agency certification): \_\_\_\_\_

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