

# INDIVIDUAL FIRE REPORT USER GUIDE



United States

Department of the Interior

Bureau of Land Management



# INDIVIDUAL FIRE REPORT

DRAFT

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## DEFINITIONS

**Action** – Active engagement in suppression activities by line producing resources.

**Bureau of Land Management (BLM) Action** – Active engagement in suppression activities by line producing resources under local BLM operational control.

**BLM Assistance to Other Agencies** – BLM provides fire suppression assistance to other federal, state, and local agencies. This assistance is provided through a variety of mechanisms. For the purposes of BLM fire reporting, this assistance falls into 3 categories:

- Other land (non-BLM - point of origin) where BLM does not have protection responsibility at the point of origin, but a BLM response is requested (although NOT REQUIRED) based on an agreement. These fires are coded as 1-6.
- Other land (non-BLM - point of origin) where BLM has the protection responsibility at the point of origin based on an agreement or contract that REQUIRES BLM response. These fires are coded as 1-B.
- Other land (non-BLM - point of origin) where BLM has the protection responsibility at the point of origin based on a law or regulation that legally REQUIRES BLM response. Currently this protection type is ONLY USED IN ALASKA. These fires are coded as 1-C.

**Jurisdictional Unit** – The governmental entity having overall land and resource management responsibility for a specific geographical area as provided by law.

- Ultimately responsible for the fire report to account for statistical fire occurrence
- Responsible for setting fire management objectives
- Jurisdiction cannot be re-assigned by agreement
- The nature and extent of the incident determines jurisdiction (e.g., Wildfire vs. All Risk)

**Landowner Category** – The person or entity that owns the land or has the authority to convey title to others. See National Wildfire Coordination Group (NWCG) Landowner Kind and Category Data Standard

**Point of Origin** – The exact physical location within the area of origin, where a heat source and the fuel interact resulting in a fire or explosion.

**Protecting Unit** – The entity responsible for providing direct incident management and services to a given area pursuant to its jurisdictional responsibility or as specified by law, contract or agreement.

- Protection can be re-assigned by agreement
- The nature and extent of the incident determines protection (e.g., Wildfire vs. All Risk)

**Reporting Unit** – The entity\* submitting a given incident report.

**Response** – Response is defined as the decisions and/or actions taken to react to an ignition. These decisions and actions may include a management or initial decision to postpone taking action on the ground based on conditions, safety, and/or competing priorities.

**Responding Unit** – Administrative entity\* that provides resources in response to the incident.

- Not the type of resource responding

- Not limited to Jurisdictional or Protecting Units (contractors, VFDs, military resources, etc.)

**Responsibility** – An obligation/requirement established by a statute, rule, ordinance, executive order, or agreement/contract.

\*Active NWCG Unit Identifier

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## **Introduction**

The purpose of this User Guide is to provide detailed information specific to Bureau of Land Management (BLM) policies, standards, and procedures to be used when completing the Individual Fire Report (IFR). This User Guide will be the primary guidance for completing the electronic IFR

## **Chapter 1: Fire Reporting**

Fire reports are official records of fires or other incidents managed by the wildland fire management program. They include descriptive and statistical information such as cause, location, action taken, damage, costs, final size, etc. While fire reports vary in form and detail from bureau to bureau, the BLM uses the IFR format.

The Individual Fire Report is used to document the following types of incidents:

Fire Type 1 – Response Fire

Fire Type 2 – Natural Out

Fire Type 3 – Assist Fire

Fire Type 4 – Fuels Management (until 2003) – HISTORICAL, No longer used after 2002

Fire Type 5 – False Alarm

Fire Type 6 – Severity – HISTORICAL, No longer used after 2015

### **A. Preparing and Submitting**

#### **1. Signing Authority**

District Managers are responsible for signing and approving Individual Fire Reports. By signing the Individual Fire Report, the District Manager indicates approval and confirms that the fire reporting requirements have been completed for that specific incident.

#### **2. Due Dates**

The Individual Fire report must be initiated soon after the incident has concluded; however, most of the data elements can be documented while the incident is in-progress so District Offices are encouraged to initiate the report upon initial action.

The BLM reports all unplanned wildfires in the Wildland Fire Management Information (WFMI) system. Local units are encouraged to initiate an individual fire report upon initial action. Local units are required to complete fire reports no later than 30 days after the fire is declared out. Only completed reports are used when assessing Bureau, state, and district workload, complexity and performance.

#### **3. Retention Requirement**

The District Fire Management Officer (FMO) is responsible for monitoring fire reporting activities for all Reporting Units under his/her jurisdiction to ensure all required data is being collected and archived appropriately. In addition, fire reporting records, both hardcopy and electronic, will be reviewed periodically by the State FMO and National Subject Matter Experts (SMEs) for quality assurance, and reviewed during normal Preparedness Review and program evaluations.

The Host Unit must print a hard copy of each Individual Fire Report and file it, along with all hard copy documents associated with that specific report (e.g., maps, narratives, investigation information, etc.). The file should also include pertinent digital data (i.e., computer files, preferably saved on optical media such as CD, DVD, or USB Flash Drive), such as Geospatial data, GPS points/tracks and digital photographs. Files should be named with reference to calendar year and fire code. The hard copy fire report must be signed to indicate its approval.

Whenever information (such as final acreage figures) is updated, it must be noted on both the approved hard copy of the Individual Fire Report and the “electronic” version in the electronic reporting system within the Controlled/Completed Acres field, with a notation of the previous incorrect acres in the remarks section. These Fire Report files have permanent retention designation per BLM Manual 1220 – Records and Information Management, Appendix B, DRS/GRS/BLM Combined Records Schedule 18/32a. They are to be filed by calendar year and retained in the Host Unit for twenty (20) years after the calendar year cutoff, at which time they are to be transferred to the National Archives and Record Administration. Please consult your local Records Manager for additional information.

The DRS/GRS/BLM Combined Records Schedule contains requirements for documentation in the official Fire Package. These requirements can be found in Schedule 18, Item 32b and 32c available at:

[http://www.blm.gov/style/medialib/blm/wo/Information\\_Resources\\_Management/policy/foiaattachments.Par.96830.File.dat/Combined\\_Records\\_Schedules\\_01-32%2010%2015.pdf](http://www.blm.gov/style/medialib/blm/wo/Information_Resources_Management/policy/foiaattachments.Par.96830.File.dat/Combined_Records_Schedules_01-32%2010%2015.pdf)

Hard copy versions of the above-listed documents are filed and archived by the local District/Field Office. In addition, information from the Individual Fire Report form and narrative description must also be entered into the BLM corporate computer database, the Wildland Fire Management Information (WFMI) System - Fire Reporting Module.

Fire reports are legal documents and they may be examined to determine the timeliness and scope of the unit’s responses. Information from the reports is used to quantify and otherwise characterize the unit’s workload for formal planning and reporting efforts. This data provides the basis for budget and resource planning and allocation decisions. It

is also used for other critical purposes, such as measuring compliance with performance elements, and developing statistical summaries.

## B. Fire Merges and Complexes

### 1. Merged Fires

Merged wildfires result when two or more active wildfires burn together. In the past when this occurred, managers could declare the wildfires merged and adjust operations as needed to manage a single wildfire instead of two and just stop reporting on one. Most agencies and bureaus have final fire reporting guidance that indicates the acres for the merged wildfire at the time of the merge are reported as the final acres and the date of the merge is entered as the out date. Any new growth after that date is reported on the remaining active wildfire until it is declared out. Theoretically, this worked for final fire reports because the math could be done after the fact. However, it is widely recognized that this method is prone to error and that burned acres are likely to be double counted.

In most cases, wildfires that burn together should be treated as a single incident following the “merge”. Exceptions include:

- It may be administratively advantageous to separately manage two active wildfires that have burned together when
  - Management responsibility for the wildfires will remain distinct
  - Management activity and post-merge growth (reported acres and perimeters) can be split based on an identified geographic or administrative feature (e.g., creek, Zone boundary)
  - Growth potential on both wildfires is high.
- If a decision is made to continue managing the wildfires independently, no change is made to the incident records.
- When an active wildfire burns into a current year wildfire that has already been called out, the wildfires should continue to be reported separately.

The decision to merge two or more wildfires make the most sense when the growth potential is low for the wildfire identified as merged (or consumed). Once merged, the two (or more) wildfires are managed as a single incident.

- One fire is chosen as the “consuming” or active wildfire; the other becomes the “consumed” or merged wildfire.
- An active wildfire can consume multiple, individual merged wildfires.
- An individual wildfire can only be merged with a single consuming active wildfire.
- The record for the merged wildfire will be frozen at its last reported acreage.
  - At this point in time the Merge Date will be entered as the Control Date, and when the consuming fire is declared out, all consumed fires will inherit that Out Date.

- Acres for the merged wildfire(s) and the consuming active wildfire will be summed and reported on the active wildfire.
  - All new growth will be reported on the active wildfire.
  - The active fire perimeter will include burned acres from both wildfires and will reflect all post-merge growth.
  - The active fire perimeter will have two or more points of origin based on the wildfires consumed by it.
- When a consuming wildfire is called “out”, all of the wildfires it consumed will inherit that status and date.
  - The addition of the Merge Date (Control Date) allows a more accurate reflection of what occurred on the ground, including on-going wildfire and response activities.
  - Applying the out date based on the consuming active wildfire provides insight to the time that elapsed between the merge and the time that all wildfire activity on the ground ceased.

Care will need to be taken to ensure that acres of merged wildfires are not included in summary reports and statistics to avoid double-reporting. This can be achieved by filtering out all fires that have been identified as “Merged Fires”, but have not also been identified as “Parent Fires”. Since the burned acres on the Merged Wildfire were added to the consuming wildfire record, they are still accounted for. The Merged Wildfire record is available to show the progression and timeline of events on the ground and the state of the incident at the time it merged.

## 2. Complexes

The decision to create an Incident Complex is a management action in response to wildfire activity on the ground. An Incident Complex is not a wildfire itself and should not be treated as a wildfire incident. It is best thought of as a container for individual wildfire incidents and as such, has unique data requirements.

Complexes will not be reported in the WFMI fire reporting application as a separate incident. Starting in calendar year 2016, all information captured about an incident, whether it is contained within a complex or not, will be captured within that individual fire’s final fire report. The name of the last Complex an incident was associated with should be entered in the comments field.

## Chapter 2: Instructions for Data Entry in WFMI

### A. Fire Reporting

1. **Reporting Unit:** Required for all Fire Types/Protection Types. This field is populated based on the "Reporting Units" associated with your system login ID. If you are responsible for reporting incidents for multiple units (i.e., you are working in a Multi-Agency Dispatch Center and are responsible for entering fire reports for BLM as well as other Federal Agencies), you must select the appropriate reporting unit from the drop-down list on the "Select Fire Report" page before clicking the "Create Fire Report" button.

NOTE: You are not able to change the Reporting Unit on the fire report. If the name of the Reporting Unit is incorrect for a fire report, you have the following options:

You must go to the "Select Fire Report" page and delete the fire report and then create a new fire report with the correct Reporting Unit. *Be sure to select the appropriate Reporting Unit from the drop-down list on the "Select Fire Report" page before clicking the "Create Fire Report" button.*

Or contact your State or National WFMI Lead, or User Support; they have the capability of correcting the Reporting Unit.

2. **Discovery/Start Date and Time:** For Wildfires, Natural Outs, and False Alarms, the date and time that an incident was discovered or initially reported. For Support Actions, this is the date and time when actions were initiated by the Reporting unit. The Discovery/Start Date and Time should be the same in all systems, e.g. WFDSS, WildCAD, FireCode, WFMI, and ROSS. When a computer-aided dispatch (CAD) system is being used, it will be the first data entry system used as an incident emerges; all Discovery/Start Date and Time should be based on the date and time stamp that is auto-generated by the CAD system when initially creating an incident.

Throughout the Individual Fire Report, dates should be expressed in MMDDYYYY format. Times should be expressed in HHMM format, using military time. To enter a time value for midnight, use "2359" or "0001" (rather than "2400" or "0000") for the corresponding date.

*Both Discovery/Start Date and Time are required for all Fire Reports.*

3. **Fire Code:** The unique 4-character alpha-numeric code assigned to a specific incident. Since Fiscal Year 2004, each BLM Individual Fire Report requires a unique Fire Code obtained from the [FireCode System](https://www.firecode.gov) at <https://www.firecode.gov> for all Fire Types/Protection Types. The same Fire Code cannot be assigned to multiple fires. *(Exception: the United States Forest Service (USFS) assigns one Fire Code per forest for ABCD Misc. fires to be used for initial attack, false alarms and extended attack if under 300 acres. So, for USFS ABCD Misc. fires, BLM will use the single assigned code and not generate a separate FireCode for each USFS ABCD fire.)*

*Fire Code is required for all Fire Types/Protection Types.*

4. **Incident (Fire) Number:** The number that uniquely identifies an incident report for a particular reporting unit and a particular calendar year. The number assigned by the Dispatch Center that has dispatch responsibilities over the point of origin for the fire. It is derived from a CAD system for BLM and is used in multiple systems for tracking in programs such as FireCode, ROSS, WFDSS, IQCS, and SIT209.

*Incident (Fire) Number is required for all Fire Types/Protection Types starting on April 1, 2016. DO NOT put in the Incident (Fire) Number for fires prior to April 1, 2016, that data will not be saved in the system.*

**Note:** This “Incident (Fire) Number” is called many different things depending on what application you are using, NWCG is working on choosing a standard name for this attribute to be applied across all applications, so do not be surprised if the name changes in 2017.

WEST GEM 121-2013

BOF [301] - 121 Type: Wildfire (N/A) Open

SWS Date: 05/06/2013 Time: 14:05 Name: WEST GEM

OTHER

Dir# [ ] Map Print PDF Fax WOK MapF WFDSS

B32 North of Middleton Between the canal and the foothills

LAT x LON D.M.S: 43°50'25" x 116°39'45" D.dM: 43°50.4' x 116°39.8' dD: 43.8402° x 116.6628°

Contracts Files JCP Aircraft Move Up JC Wildfire Fiscal WFDSS/IRWIN

Location Response Comments Actions Dist/Beasing Ereq Log Numbers Notify

Dispatcher: Instop

Reporting Party: [ ] Response Area: B32

Initial Report: [ ] Related Station: (None)

Initial Location: North of Middleton Between the canal and the foothills

Initial Latitude: 43.8478 Lon: 116.6892 T NS R EW Sec SubSec 6 N 3 W 22 SWNW

Actual Location: [ ] 05/06/2013 17:18

Use Area Lat Lon Use Map Location T NS R EW Sec SubSec

Actual Latitude: 43.8402 Lon: 116.6628 6 N 3 W 23 SESW

Notes: Protection: BLM-Boise District. Owner: BLM. ACEC: Long-Billed Curlew Habitat

Update [ ]

Web Comment: 0.10 ac. Controlled 1855 @ 5/5 [ ] No Wildweb Void

5. **Discovery/Start Date and Time:** For Wildfires, Natural Outs, and False Alarms, the date and time that an incident was discovered or initially reported. For Support Actions, this is the date and time when actions were initiated by the Reporting unit. The Discovery/Start Date and Time should be the same in all systems, e.g. WFDSS, WildCAD, FireCode, WFMI, and ROSS. When a CAD system is being used, it will be the first data entry system used as an incident emerges; all Discovery/Start Date and Time should be based on the date and time stamp that is auto-generated by the CAD system when initially creating an incident.

Throughout the Individual Fire Report, dates should be expressed in MMDDYYYY format. Times should be expressed in HHMM format, using military time. To enter a time value for midnight, use “2359” or “0001” (rather than “2400” or “0000”) for the corresponding date.

*Both Discovery/Start Date and Time are required for all Fire Reports.*

## **B. General Reporting Information Block**

This section of the Individual Fire Report contains fields for general information that applies to virtually every type of incident. The first four fields in the General Reporting Information section of the fire report form are not editable as they are system generated.

1. **Status of Fire Report:** "Complete" indicates that all required fields have been completed for this particular Fire Type/Protection Type. In addition, "Complete" indicates all data are in compliance with validation criteria. "Incomplete" indicates that one or more required fields are lacking data AND/OR some data has failed validation tests. Fire reports will remain flagged as "Incomplete" until they are manually edited to correct deficiencies.
2. **Bureau, State and Reporting Unit:** Required for all Fire Types/Protection Types. These fields are populated automatically based on the "Reporting Unit" associated with your system login ID. If you are responsible for reporting incidents for multiple units (i.e., you are working in a Multi-Agency Dispatch Center and are responsible for entering fire reports for BLM as well as other Federal Agencies), you must select the appropriate reporting unit from the drop-down list on the "Select Fire Report" page before clicking the "Create Fire Report" button.

The Validation Rules for each Fire Type/Protection Type are located via the following link: <https://wfmi.nifc.gov/cgi/FireReportingSummary.cgi/Page/SummarySelect>. The validation rules show what fields are required, optional and not applicable for a particular Fire/Protection Type. Once logged into WFMI, go to Fire Reports, then Summaries,

there you will find the following Reports you can run to find more information on the Validation Rules:

- Validation Rule Overview Summary: Cross tabulations showing which validation rule applies to which Fire Type/Protection Type. Validation rules are listed down the side and the Fire Type/Protection Type are listed across the top.
- Validation Rules Summary: Lists all the data validation rules by Bureau, Fire Type and Protection Type.

- 3. Fire Type – Protection Type:** Based on the land ownership at the point of origin, the value selected within this field describes the type of incident and the protection responsibility for the incident (see table below). More complete descriptions of fire type/protection type can be found in Appendix 1. Make a selection from the “Fire Type-Protection Type” drop-down list.

*Remember:* For the purpose of fire reporting, it is important to always begin with land ownership at the point of origin in order to ensure the proper protection type is selected.

Protection responsibility refers to the agency that provides direct incident management to a given area as established by law, agreement, or contract whereas land ownership refers to the surface management agency or private landowner.

*Fire Type – Protection Type is required for all fire reports.*

A flow chart has been created that should help in deciding which Fire Type/Protection type should be used. Use this link to access the flow chart:

[https://wfmi.nifc.gov/fire\\_reporting/BLM/doc/DRAFT\\_1202\\_WFMI\\_FlowChart.pdf](https://wfmi.nifc.gov/fire_reporting/BLM/doc/DRAFT_1202_WFMI_FlowChart.pdf)

<i>Fire Type Description</i>	<i>Protection Type Description</i>	<i>Fire Type Protection Type Code</i>
Response Fire	BLM land (Point of Origin) where BLM has protection responsibility.	11
	BLM land (**Point of Origin) protected by another Federal agency under an agreement (offset or direct protection) or contract that <b>REQUIRES</b> that Federal agency to respond.	12
	BLM land (**Point of Origin) protected by a non-Federal agency (e.g., tribe, state, county, or city) under an agreement (offset or direct protection) or contract or that <b>REQUIRES</b> that non-Federal agency to respond.	13
	Other land (non-BLM - point of origin), not under agreement, or contract, where suppression action is taken by the BLM to protect BLM land.	15
	Other land (non-BLM - point of origin) where BLM does not have protection responsibility at the point of origin, but BLM is requested (although <b>NOT REQUIRED</b> ) to take action based on a written agreement.	16
	Other land (non-BLM - point of origin) where BLM has the protection responsibility at the point of origin based on an agreement (offset or direct protection) or contract that <b>REQUIRES</b> BLM to respond. (*Alaska: This includes fires with a PoO on State & Private lands protected on behalf of the Alaska Division of Forestry (through agreement) by the BLM).	1B
	<b>Currently this protection type is ONLY USED IN ALASKA</b> - Other land (non-BLM Point of Origin) where BLM has the protection responsibility at the point of origin based on a law or regulation that <b>REQUIRES</b> BLM response. This includes fires with a PoO on other DOI and Native Corp Lands protected on behalf of the BLM (through agreement) by the Alaska Division of Forestry.	1C
	The point of origin is not BLM but BLM land eventually burns, and the incident does not fall into any other fire type/protection type. The sole intent of this code is to capture BLM acres burned.	1D
Natural Out	BLM land ( <u>confirmed</u> Point of Origin). Or Point of Origin cannot be determined and BLM lands burned.	2A
	Other land ( <u>confirmed</u> non-BLM - Point of Origin) where BLM has the protection responsibility at the point of origin based on an agreement or contract that would have <b>REQUIRED</b> BLM to respond.	2B

	<b>Currently this protection type is ONLY USED IN ALASKA</b> - Other land ( <u>confirmed</u> non-BLM - Point of Origin) where BLM has the protection responsibility at the Point of Origin based on a law or regulation that legally would have REQUIRED BLM response. This includes fires with a PoO on other DOI and Native Corp Lands protected on behalf of the BLM (through agreement) by the Alaska Division of Forestry.	2C
	The <u>confirmed</u> non-BLM Point of Origin, but BLM land eventually burns and the incident does not fall into any other fire type/protection type. The sole intent of this code is to capture BLM acres burned.	2D
Support Action	Support action provided by the BLM for wildfires on another jurisdiction at the request of that jurisdictional agency when no pre-established written agreement exists. The BLM suppression action on a fire that cannot be categorized as a Response Fire type. Support fires lack any mechanism that defines responsibility for protection, cooperation, or mutual aid. This code is not for tracking workload of BLM resources off-unit.	37
False Alarm	BLM responds to a reported wildfire regardless of ownership or jurisdiction OR any agency responds to a reported wildfire believed to be on BLM land (and in Alaska other DOI Lands), but no suppression action took place because the fire did not occur or it was not found in spite of efforts to locate it.	5E

- 4. Cause Category:** A short descriptor of the basic cause of ignition – either human or natural – for the incident. Make a selection from the “Cause Category” drop-down list.

*Cause Category is required for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, and 1C.*

NOTE: Choosing Fire Type 1 Protection Types 1, 2 or 3 with human-caused ignition will trigger the need to complete the Trespass Investigation sub-form, where the cause of ignition will be further identified by the General and Specific Cause. The Trespass Investigation sub-form will be discussed in more detail in Section 10 of this user guide.

- 5. Reimbursable:** Make a selection from the “Reimbursable” drop-down list; choices are either "Yes" or "No". A "Yes" indicates the fire is covered under either a pre-established agreement such as a cooperative agreement with a state or local agency or a cost share agreement has been established.

NOTE: It is recommended to leave this field blank until either the local unit's FMO or fire business expert provides the necessary information.

*Reimbursable Status is required for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 37.*

### C. Statistical Data Block

This section of the Individual Fire Report captures details about the land ownership (see NWCG Glossary Terms for Landowner definition: <http://www.nwcg.gov/glossary/a-z>) and burned acreage for all units affected by a wildfire.

The first row of the Statistical Data block requires completion of some, not all, of the data fields. Up to seven (7) additional sets of data can be captured and should be entered in the additional rows when needed.

<i>Landowner Code</i>	<i>Landowner Description</i>	<i>Landowner Abbreviation</i>
01	Bureau of Land Management	BLM
02	Bureau of Indian Affairs	BIA
03	National Park Service	NPS
04	Fish and Wildlife Service	FWS
05	US Forest Service	USFS
06	Other Federal entities	Other Federal
07	State entities	State
08	Private entities	Private
09	Tribal entities	Tribal
10	Bureau of Reclamation	BOR
00	Foreign entities	Foreign

- 1. State and County:** The state(s) and county (ies) where the incident occurred. The data in the first row will be based on the point of origin of the incident. Make a selection from the "State" and the "County" drop-down lists. NOTE: The "State" must be selected before the "County" drop-down list will populate.

*State is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, 2D and, 37. Although County is an optional field in the program, BLM has made it a mandatory field for completion. NOTE: BLM mandatory completion of the County field is not programmed into the validation rules, thus this will need to be manually checked for completion.*

2. **Landowner:** The owner(s) of land within the fire perimeter (see table below). The data in the first row will be based on the point of origin of the incident. Make a selection from the “Landowner” drop-down list.

If "Other Federal" is selected as an "Landowner", you must indicate in the "Remarks" block at the bottom of the fire report what agencies are included in that category for the incident.

*Landowner is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, 2D, and 37.*

3. **Acres Burned:** Number of acres (rounded to the nearest tenth) that burned for each landowner. This field records **TOTAL** acreage for the incident (**NOT** just BLM acres). The sum of the burned acres reported in the Statistical Data block of the fire report must match the acreage reported in the "Controlled/Completed Acres" field in the Fire Management Data block located below.

*Acres Burned is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

#### **D. Location Data Block**

This section of the Individual Fire Report captures data relating to the location of the incident’s point of origin.

1. **Merged Fire:** If this fire merged with another fire and has been consumed by that fire or is the consumer of another fire, toggle the drop down to “Yes”. If this fire did not merge with another fire, or is not being managed as a merged fire, toggle the drop down to “No”.

*Merged Fire is required for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, and 1C.*

2. **Parent Fire:** If Merged Fire is toggled to “Yes”, you must answer yes or no to as to whether the current incident is now considered the “Parent” fire, the consumer of another fire(s).

*Parent Fire is required for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, and 1C if Merged Fire is “Yes”.*

3. **Resource Area:** The name of the Resource Area where the incident occurred (or threatened.) Refer to the table within an appendix of this user guide for viable Resource Areas, the associated codes and valid dates of use for BLM. Make a selection from the “Resource Area” drop-down list, when appropriate.

*Resource Area is required for all Fire Type/Protection Types*

4. **Landowner:** The code describing the owner of the land at the incident's point of origin. The Landowner reported in this field **must match** the Landowner entry in the first row of the Statistical Data block. Make a selection from the “Landowner” drop-down list.

<i>Landowner Code</i>	<i>Landowner Description</i>	<i>Landowner Abbreviation</i>
01	Bureau of Land Management	BLM
02	Bureau of Indian Affairs	BIA
03	National Park Service	NPS
04	Fish and Wildlife Service	FWS
05	US Forest Service	USFS
06	Other Federal entities	Other Federal
07	State entities	State
08	Private entities	Private
09	Tribal entities	Tribal
10	Bureau of Reclamation	BOR
00	Foreign entities	Foreign

*Landowner is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, 2D and 37.*

5. **Origin Accuracy:** A descriptor (see table below for choices) that indicates the degree of accuracy or certainty that the location coordinates correspond to the actual point of origin.

This qualitative assessment of accuracy essentially answers the question: How certain are we that the fire’s exact point of origin has been located?

Occasionally, the exact point of origin cannot be determined with certainty or even isolated to a high-probability site within a general area, so it is relatively uncertain whether the location coordinates correspond to the actual point of origin. Since they are assumed to correspond to a fire’s point of origin, albeit a guess in some cases, the location coordinates obviously should fall within the burn perimeter.

More commonly, the origin usually can be traced back to at least a general area, and coordinates selected to identify a point that was the probable origin within that area. Ideally, the exact point of origin has been determined, and its location coordinates are therefore considered accurate.

Any other situation will require a detailed explanation.

<i>Origin Accuracy Code</i>	<i>Origin Accuracy Description</i>
Uncertain	Location coordinates are within the burn perimeter. The exact point of origin is undetermined.
General	Location coordinates correspond to the probable point of origin.
Accurate	Location coordinates correspond to the known point of origin.
Other	None of the choices above apply. Explain in Remarks.

*Origin accuracy is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 6. Location Method:** A descriptor (see table below for choices) that indicates the mapping method by which the location coordinates were determined.

Because each mapping method is associated with a corresponding level of precision, this field provides another qualitative assessment of the location coordinates. While the codes correspond to the most common sources or methods from which location data is derived, the code descriptions below explain that these choices are broader than their literal labels or shortened explanations in drop-down list. For example, when the location of a fire's point of origin is determined from a map display in GIS, the proper code to select is "Quad Map" if the base GIS data layers were derived from scanned or digitized quad maps.

Location coordinates with the least precision includes those derived from small-scale area maps, such as the USGS land use and land cover maps (1:100,000 and 1:250,000 scale), BLM surface management status maps (1:100,000 scale), USGS state maps (typically, 1:500,000 scale), USFS Forest maps (typically 1:126,720 scale), and state highway maps (scale varies, but usually much smaller than 1:100,000).

More precision is expected for coordinates derived from the larger-scale quad maps, such as the USGS 7.5 minute topographic maps, orthophoto quads, and orthophoto maps (all 1:24,000 scale), plus any GIS layers that used these products for their source data. Nowadays, most location coordinates are determined on-site using GPS technology.

When collected under favorable conditions, a single raw GPS coordinate is typically precise to within about 30 feet (10 meters). The best precision is obtained from corrected GPS, which includes coordinates determined by a WAAS-enabled unit, derived by averaging a large number of raw coordinates, or differentially corrected using base station data, yielding a refined coordinate that is precise to less than 3 feet (sub-meter).

<i>Location Method Code</i>	<i>Location Method Description</i>
Area Map	1:100,000 or coarser scale map or equivalent precision.
Quad Map	1:24,000 scale map or equivalent precision.
Raw GPS	Uncorrected GPS coordinates or equivalent precision.
Corrected GPS	Corrected GPS coordinates or equivalent precision.
Other	None of the choices above apply. Explain in Remarks.

*Location Method* is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.

- 7. Certainty and Precision:** For Wildfires (Type 1), and Natural Outs (Type 2), the fire report must specify the location of the incident’s point of origin. There are two general factors – certainty and precision – that collectively determine the quality of the location data. The certainty of location coordinate values is noted in the field labeled "Origin Accuracy" (described above).

The precision of location coordinates is indicated by “Location Method” and the actual coordinate values. The drop-down choice selected in “Location Method” implies that a certain level of precision can be expected. For example, location coordinates that you derive from a map are probably less precise than those determined using a GPS unit. In addition, it is assumed that the coordinate values entered into the fire report have been adjusted to reflect the appropriate level of precision, given the method by which they are derived. In other words, it would not be appropriate to specify a location in Decimal Degrees to five decimal places unless that coordinate value was derived from corrected GPS data. Also, the concept of *significant digits* applies, so trailing zeros should not be added indiscriminately, lest they falsely imply precision (e.g., 43° 34’ is obviously precise to only the nearest minute, but 43° 34’ 00” is assumed to be precise to the nearest second).

Because the fire report data is used for planning and analysis, the quality of the location data is important. As shown in the table below, the best data will have a high degree of certainty (i.e., the actual point of origin was identified) and a high degree of precision (i.e., the location coordinates for that point were determined using corrected GPS data). Location data that is less certain or less precise may still be acceptable; however, location

data that is both low certainty and low precision has very little value for planning. It is much better to obtain high quality location data when the fire report is first created than to try to update this information in conjunction with a planning effort later. When bad location data cannot be corrected based on historic documentation, those incidents could be excluded from the planning data, thereby under representing historic workload.

Origin Accuracy (Certainty )	Location Method (Implied Precision)			
	Area Map	Quad Map	Raw GPS	Corrected GPS
Uncertain	Low Certainty Low Precision	Low Certainty Low-Mod. Precision	Low Certainty Mod.-High Precision	Low Certainty High Precision
General	Moderate Certainty Low Precision	Moderate Certainty Low-Mod. Precision	Moderate Certainty Mod.-High Precision	Moderate Certainty High Precision
Accurate	High Certainty Low Precision	High Certainty Low-Mod. Precision	High Certainty Mod.-High Precision	High Certainty High Precision

\* While "Other" is a choice for both "Origin Accuracy" and "Location Method", it has been intentionally left off this table because the myriad reasons for which "Other" could be selected make it impossible to incorporate it in the table.

Following are tables that show the relationship between the digits (places) in location coordinates in various formats and their corresponding level of precision. Each table has a marker indicating the recommended level of precision needed to ensure that the location data on the fire report is of high quality and can be used (without any subsequent refinement) for planning and analysis efforts.

**Format: Decimal Degrees**

Decimal Digits of Degrees <sup>1</sup>	Approximate Precision (i.e., range represented by 1 unit of the least significant digit)				
	All Latitudes	Longitude <sup>2</sup>		Corresponding Area	
		~ 35° Latitude	~ 45° Latitude	~ 35° Latitude	~ 45° Latitude
0	± 35 miles	± 30 miles	± 25 miles	4200 sq. mi.	3500 sq. mi.
1	± 3.5 miles	± 3 miles	± 2.5 miles	42 sq. mi.	35 sq. mi.
2	± 600 yards	± 500 yards	± 400 yards	250 ac.	200 ac.
3	± 200 feet	± 150 feet	± 130 feet	3 ac.	2.5 ac.
▶ 4	± 20 feet	± 15 feet	± 13 feet	1200 sq. ft.	1000 sq. ft.
5	± 2 feet	± 1.5 feet	± 1 foot	12 sq. ft.	8 sq. ft.
6	± 2 inches	± 2 inches	± 2 inches	< 1 sq. ft.	< 1 sq. ft.

Notes:  
<sup>1</sup> The minimum precision recommended for location coordinates specified in Decimal Degrees is:  
▶ 4 significant digits to the right of the decimal point  
<sup>2</sup> Because the lines of longitude converge at the poles, the distance represented by one degree of longitude decreases as latitude increases. For this table, the longitude values are shown for two broad zones, as follows:  
30°-40° Latitude (Albuquerque NM, Fresno CA, Las Vegas NV, Nashville TN, Oklahoma City OK, Phoenix AZ)  
40°-50° Latitude (Aberdeen SD, Billings MT, Boise ID, Minneapolis MN, Portland OR, Portland ME, Seattle WA)

**Format: Degrees and Decimal Minutes**

Decimal Digits of Minutes <sup>1</sup>	Approximate Precision (i.e. range represented by 1 unit of the least significant digit)				
	All Latitudes	Horizontal Distance		Corresponding Area	
		Longitude <sup>2</sup>		~ 35° Latitude	~ 45° Latitude
0	± 1000 yards	± 800 yards	± 700 yards	1 sq. mi.	<1 sq. mi.
1	± 300 feet	± 250 feet	± 200 feet	7 ac.	5.5 ac.
▶ 2	± 30 feet	± 25 feet	± 20 feet	3000 sq. ft.	2400 sq. ft.
3	± 3 feet	± 2.5 feet	± 2 feet	30 sq. ft.	24 sq. ft.
4	± 4 inches	± 3 inches	± 3 inches	< 1 sq. ft.	< 1 sq. ft.

<p>Notes:</p> <p><sup>1</sup> The minimum precision recommended for location coordinates specified in Degrees/Decimal Minutes is:  ▶ 2 significant digits to the right of the decimal point</p> <p><sup>2</sup> Because the lines of longitude converge at the poles, the distance represented by one degree of longitude decreases as latitude increases. For this table, the longitude values are shown for two broad zones, as follows:  30°-40° Latitude (Albuquerque NM, Fresno CA, Las Vegas NV, Nashville TN, Oklahoma City OK, Phoenix AZ)  40°-50° Latitude (Aberdeen SD, Billings MT, Boise ID, Minneapolis MN, Portland OR, Portland ME, Seattle WA)</p>
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### Format: Degrees, Minutes, and Decimal Seconds

Decimal Digits of Seconds <sup>1</sup>	Approximate Precision (i.e. range represented by 1 unit of the least significant digit)				
	Horizontal Distance			Corresponding Area	
	All Latitudes	Longitude <sup>2</sup>			
		~ 35° Latitude	~ 45° Latitude	~ 35° Latitude	~ 45° Latitude
▶ 0	± 50 feet	± 40 feet	± 35 feet	8000 sq. ft.	7000 sq. ft.
1	± 5 feet	± 4 feet	± 3.5 feet	80 sq. ft.	70 sq. ft.
2	± 6 inches	± 5 inches	± 4 inches	< 1 sq. ft.	< 1 sq. ft.

Notes:

<sup>1</sup> The minimum precision recommended for location coordinates specified in Degrees/Minutes/Decimal Seconds is:  
▶ Nearest Second (integer)

<sup>2</sup> Because the lines of longitude converge at the poles, the distance represented by one degree of longitude decreases as latitude increases. For this table, the longitude values are shown for two broad zones, as follows:  
30°-40° Latitude (Albuquerque NM, Fresno CA, Las Vegas NV, Nashville TN, Oklahoma City OK, Phoenix AZ)  
40°-50° Latitude (Aberdeen SD, Billings MT, Boise ID, Minneapolis MN, Portland OR, Portland ME, Seattle WA)

### Format: UTM Easting and Northing

Decimal Digits of Meters <sup>1</sup>	Approximate Precision (i.e. range represented by 1 unit of the least significant digit)	
	Horizontal Distance of Easting and Northing (all Zones)	Corresponding Area
▶ 0	± 0.5 meters	1 sq. meter
1	± 5 centimeters	100 sq. centimeters

Note:

<sup>1</sup> The minimum precision recommended for location coordinates specified in UTM is:  
▶ Nearest Meter (integer)

- 8. Location Coordinates:** A location must be identified for the point of origin. The location can be input by the user in either the Geographic (i.e. Latitude/Longitude) or Universal Transverse Mercator coordinate system (UTM), but not both. For both systems, the location of a point on the Earth is identified with a pair of coordinates that have a north-south value (Latitude or UTM Northing) and an east-west value (Longitude or UTM Easting and Zone). Both systems also require a third element – Datum – to accompany the coordinate pair.

Once the coordinate system and location coordinates are specified by the user, the program will calculate and store the location information for the other coordinate system.

Please note that locations are no longer specified using the Public Land Survey System (i.e., “legal” descriptions of parcel locations, or Township, Range and Section descriptions).

- 9. Latitude and Longitude Coordinates:** The location coordinates pair for the latitude and longitude values corresponding to the fire’s point of origin. The latitude and longitude coordinate pair may be expressed in one of the following formats:

Decimal degrees (including up to 6 decimal digits, as needed for precision)

The recommended level of precision requires coordinates in this format to be stated to at least 4 significant digits to the right of the decimal point, as in this example:

Latitude: 43.5675° Longitude: 116.2105°

Degrees and decimal minutes (including up to 4 decimal digits, as needed for precision)

The recommended level of precision requires coordinates in this format to be stated to at least 2 significant digits to the right of the decimal point, as in this example:

Latitude: 43° 34.05’ Longitude: 116° 12.63’

Degrees, minutes, and decimal seconds (including up to 2 decimal digits, as needed for precision)

The recommended level of precision requires coordinates in this format to be stated to at least the nearest second (integer), as in this example:

Latitude: 43° 34’ 03” Longitude: 116° 12’ 38”

Since all BLM Reporting Units are located in North America, coordinates should be entered as positive values that will then be associated with north latitude and west longitude (in other words, do not express these western hemisphere longitudes as negative values).

**10. UTM Coordinates:** The location coordinate set for the UTM values corresponding to the fire's point of origin. The UTM coordinate set must include the following:

UTM Zone (2-digit)

UTM Easting in meters (6-digit integer, including 1 decimal digit, as needed for precision)

UTM Northing in meters (7-digit integer, including 1 decimal digit, as needed for precision)

The recommended level of precision requires coordinates in this format to be stated to at least the nearest meter (integer), as in this example:

Zone: 11                      Easting: 563,751 m                      Northing: 4,824,141 m

*A location coordinate set (either Latitude/Longitude or UTM coordinates, plus Zone and Datum) is required for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

**11. Datum:** Short descriptor (see table below for choices) of the geographic datum corresponding to the location coordinates.

Generally speaking, fire location coordinates read from older USGS topographic maps are referenced in NAD27. Locations that are derived using GPS are often referenced in NAD83 or WGS84.

Selecting the wrong datum will result in minor inaccuracies (generally less than 100 meters, but enough to be of concern) when the fire origin location coordinates are plotted using GIS. Contact a GIS or GPS expert if you are not sure which datum to select.

Since 2002, BLM has required the use of one standard datum (NAD83, which is the standard selected by the Federal Geographic Data Committee), however, aircraft are required to use WGS84 in accordance with the Red Book, Chapter 15.

Make a selection from the "Datum" drop-down list.

<i>Datum</i>
NAD83
NAD27
WGS84
WGS72

*Datum is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D*

## E. Fire Management Data Block

This section of the Individual Fire Report contains fields characterizing the response to an incident. These fields describe when an action occurred, what type of action was taken, and how big the incident was at that time.

1. **Discovery/Start Date and Time:** For Wildfires, Natural Outs, and False Alarms, the date and time that an incident was discovered or initially reported. For Support Actions this is the date and time when actions were initiated by the Reporting unit. The "Discovery/Start Date and Time" should be the same in all systems, i.e. WildCAD, FireCode, WFMI, and ROSS. Since WildCAD will be the first data entry system used as an incident emerges, all "Discovery/Start Date and Time" should be based on the date and time stamp that is auto-generated by WildCAD when initially creating an incident.

*Both Discovery/Start Date and Time are required for ALL Fire Types/Protection Types.*

2. **Discovery/Start Acres:** The fire size (rounded to the nearest tenth acre) at the time of discovery. If acreage is provided by the field in hundredths of an acre, e.g., 0.25 acres (1/4 acre), the number should be rounded to the nearest tenth acres, i.e., 0.3 acres. It will be rare for this acreage value to exactly match the Controlled Acres; the most typical occurrence of matching will be for natural outs.

*Discovery/Start Acres is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

3. **Initial Attack Date and Time:** The date and time of first suppression resource arrived on scene of the incident.

*Initial Attack Date and Time is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D. Note: For BLM Fire Type 2 (Natural Out) not only are the Initial Attack data fields not required, they should not be filled in as by definition a natural out (burned area stumbled upon) would not have initial attack actions taken or resources sent to it.*

4. **Initial Attack Acres:** The fire size (rounded to the nearest tenth acre) at the time the first Initial Attack resource arrives at the incident. If acreage is provided by the field in hundredths of an acre, e.g., 0.25 acres (1/4 acre), the number should be rounded to the nearest tenth acres, i.e., 0.3 acres. Acres at Initial Attack **CANNOT** be larger than Acres at Control.

*Initial Attack Acres is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

- 5. Contained Date and Time:** The date that the wildfire was declared contained. NWCG glossary defines containment as: The status of a wildfire suppression action signifying that a control line has been completed around the fire, and any associated spot fires, which can reasonably be expected to stop the fire's spread.

*Contained Date and Time are required fields for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D. Contained Date/Time is optional for Fire Type/Protection Types: 2A, 2B, 2C, and 2D, if you populate this field, it should match the Controlled/Completed Date/Time.*

- 6. Controlled/Completed Date and Time:** The date and time when the incident was controlled (Response Fire), confirmed out (Natural Out), or completed (Management Action).

*Both Controlled/Completed Date and Time are required fields for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D. Only Controlled/Completed Date/Time is required for Fire Type/Protection Types: 2A, 2B, 2C, and 2D.*

- 7. Controlled/Completed Acres:** The fire size (rounded to the nearest tenth acre) at the time the incident was controlled, confirmed out, or completed. If acreage is provided by the field in hundredths of an acre, e.g., 0.25 acres (1/4 acre), the number should be rounded to the nearest tenth acres, i.e., 0.3 acres.

The Controlled/Completed Acres reported should match the sum of the "Burned Acres" reported in the Statistical Data block located above.

*Controlled/Completed Acres is a required field for the following Fire/Protection: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 8. Declared Out Date:** The date when the incident was declared out.

*Declared Out Date is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

## **F. Site Data Block**

This section of the Individual Fire Report contains fields describing the incident site.

- 1. Topography:** The topography at the point of origin. Make a selection from the "Topography" drop down list.

Topography Code	Topography
1	Ridgetop
2	Saddle
3	Upper 1/3 of slope
4	Middle 1/3 of slope
5	Lower 1/3 of slope
6	Canyon Bottom
7	Valley Bottom
8	Mesa or Plateau
9	Flat or Rolling

*Topography is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

2. **Aspect:** The aspect at the point of origin. Make a selection from the "Aspect" drop down list.

<i>Aspect Code</i>	<i>Aspect</i>
0	Flat
1	North (N)
2	Northeast (NE)
3	East (E)
4	Southeast (SE)
5	South (S)
6	Southwest (SW)
7	West (W)
8	Northwest (NW)
9	Ridgetop

*Aspect is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

3. **Slope:** The slope expressed as a range of percentages at the point of origin. Make a selection from the "Slope" drop down list.

<i>Slope Class</i>	<i>Slope</i>
1	0 - 25%
2	26 - 40%
3	41 - 55%
4	56 - 75%
5	Over 75%

*Slope is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

- 4. Elevation:** The elevation expressed as a range in feet above sea level at the point of origin. Make a selection from the "Elevation" drop down list.

<i>Elevation Code</i>	<i>Elevation</i>
0	0 - 500 feet above sea level
1	501 – 1,500 feet
2	1,501 – 2,500 feet
3	2,501 – 3,500 feet
4	3,501 – 4,500 feet
5	4,501 – 5,500 feet
6	5,501 – 6,500 feet
7	6,501 – 7,500 feet
8	7,501 – 8,500 feet
9	Over 8,500 feet

*Elevation is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

- 5. Residence Structures Burned/Destroyed:** The total number of homes burned and/or destroyed. The NWCG data standard for “*Residences Destroyed Quantity*” defines Residence as: *a place where one lives; a house, apartment, or other shelter used as the residence of a person, family or household. This includes primary and secondary residences.* You should be coordinating with local/county governments in determining these final statistics.

*Residence Structures Burned/Destroyed is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 6. Other Structures Burned/Destroyed:** The total number of other structures burned and/or destroyed. The NWCG data standard for “*Other Structures Destroyed Quantity*” defines Other Structures as: *a constructed building not designed for continuous human occupancy, such as barns, commercial buildings, etc., Other Structures do not include power poles, fences, pipelines, bridges, etc.* In Remarks, note what types of structures have been burned or destroyed.

*Other Structures Burned/Destroyed is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 7. Intersect Existing Fuels Treatment: Fuels Treatment Effectiveness Monitoring**  
DOI direction is to complete a Fuels Treatment Effectiveness Monitoring (FTEM) assessment on all wildfires which interact with a fuels management treatment. This interaction includes; wildfire ignition within the treatment, and or burning into the treatment. It can also include where the treatment is used to support wildfire suppression activities such as allowing for access to a wildfire, anchoring, holding, burning out from, or where the fuel treatment had a positive impact on the progression of the wildfire. The fuel treatment area must have been completed and reported as accomplished acres in NFPORS from fiscal year (FY) 2003 to present. It is important that, when filling out the FTEM form online, that all corresponding Project and Treatment data is consistent with NFPORS. Please see your FMO and /or Fuels Specialist for more reporting information.

If any part of the fire interacts with a completed fuels treatment as described above, select "Yes" from the "FTEM" drop down list, if not, select “No”.

*Intersecting Existing Fuels Treatment is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 8. Added to NFPORS: Policy Regarding Planned Hazardous Fuels Treatments Burned in a Wildfire**

For DOI agencies, acres burned in a wildfire may only be reported in the NFPORS HFR module as “Fire Use” if all the following conditions are met:

- The area burned was in a pre-existing NFPORS treatment unit;
- NEPA is complete;
- The planned objectives were met; and
- The accomplishment is approved by a Regional Fuels Specialist.
- BLM offices will also complete a fuels treatment effectiveness assessment and input appropriate information into the Fuels Treatment Effectiveness Monitoring (FTEM).

Please see your FMO and /or Fuels Specialist for more reporting information.

### ***DOI Reporting of Wildfire Acres in NFPORS that Meet Resource Management Objectives***

Acres burned in a wildfire that achieve resource management objectives as defined in Resource/Fire Management Plans (R/FMP) will be reported in the NFPORS Non-National Fire Plan (Non-NFP) module. While strategies for managing individual wildfires are established through the fire management decision process, the identification of acres which achieved R/RMP objectives should be made after the fire is declared out, regardless of the fire management objective, strategy or tactic used. The determination of benefit must be based on land management objectives which are affected by fire severity, intensity, and other fire impacts. Post-fire impact, such as invasion of exotic species and the need for rehabilitation, should be considered in this determination. At a minimum, acres reported in the Non-NFP module must meet the following criteria:

- The R/FMP supports attainment of resource benefit through use of fire,
- An interdisciplinary approach is used to determine whether the R/FMP objectives were met, and
- Line manager approves the determination.

If any part of the fire will be reported in NFPORS that meet the parameters described above select "Yes" from the "NFPORS" drop down list, if not, select "No".

*Other Structures Burned/Destroyed is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 9. Wildland Urban Interface (WUI):** WUI areas are areas where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuels. Definitions of what constitutes the WUI will vary from area to area. Consult the Community Wildfire Protection Plan (CWPP) or local office's Fire Management Plan to determine if WUI areas are identified.

A WUI fire is an unplanned, unwanted wildfire that threatens loss of life or property within the WUI. The fire may or may not originate within the WUI. If any part of the fire falls within an identified WUI area and/or threatens a WUI area select "Yes" from the "WUI" drop down list. Make a selection from the "WUI" drop down list.

*WUI is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.*

- 10. FBPS Fuel Model:** The predominant Fire Behavior Prediction System (FBPS) fuel model that best characterizes the fuel(s) burned in the incident. Make a selection from the "FBPS Fuel Model" drop down list.

<b><i>FBPS FM</i></b>	<b><i>FBPS Fuel Model Description</i></b>
01	Short grass (1 foot)
02	Timber (grass & understory)
03	Tall grass (2.5 feet)
04	Chaparral (6 feet)
05	Brush (2 feet)
06	Dormant brush, hardwood slash
07	Southern rough
08	Closed timber litter
09	Hardwood litter
10	Timber (litter & understory)
11	Light logging slash
12	Medium logging slash
13	Heavy logging slash
14	Debris pile
15	Custom

A full FBPS fuel model description is provided in Appendix 1. The *FBPS Fuel Model* is a required field for the following *Fire Types/Protection Types*: 11, 12, 13, 15, 16, 1B, 1C, 1D, 2A, 2B, 2C, and 2D.

**11. Weather Station:** National Fire Danger Rating System (NFDRS) weather station that is catalogued in the Weather Information Management System (WIMS) is assigned a unique Station ID by the National Weather Service. Enter the 6-digit unique Station ID for the NFDRS station that best represents the predominant weather and climate conditions for the incident site. Users must be familiar with the weather stations used by their District/Field Office to complete this field.

*Weather Station is an OPTIONAL field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 1B, 1C, and 1D.*

## **G. Remarks Block**

This section of the Individual Fire Report contains any pertinent narrative descriptions of the incident and information about the incident.

BLM requires remarks if:

- If in Statistical Data field "Landowner" "Other Federal" is selected, you must indicate in "Remarks" what agency(s) is being included in this category.

- If in the Location Data field "Origin Accuracy Code" "Other" is selected, what was used must be described in "Remarks".
- If in the Location Data field "Location Method" "Other" is selected, what was used must be described in "Remarks".
- If in the Site Data field "Structures Burned/Destroyed", show number break-down by types of structures that have been burned or destroyed categorized by residence, commercial property, or outbuildings/other.
- For all complex fire reports, include the incident name, FireCode number, and the acreages of each individual fire.
- For each individual fire report in a complex, a remark must be entered that references the complex name and FireCode the fire was a part of.

BLM suggests that the following are included in "Remarks":

- All charge codes associated with the incident.
- If completing a Fire Report for a Complex, identify all individual incidents involved in the Complex including WildCAD number, FireCode number and acreage breakout by agency, with total incident acreage provided as well. If completing an Individual Fire Report for an incident that became part of a Complex, include the name of the complex and the WildCAD identification number.
- Include all team names and types that were assigned to the incident.
- In general terms, include injuries, accidents, deployments or entrapment information.

NOTE: Avoid entering Privacy Act information such as Social Security Number, birthdates, or personal identification data (such as names).

## H. Signature Block

This section of the Individual Fire Report contains fields listing information about the person who provided the data on the original fire report, the authorizing official who approved the Individual Fire Report, and the person who entered the data into the WFMI Reporting Module.

- 1. Data Provided By fields: Name, Title, and Month/Day/Year.** Enter the name and title of the person responsible for collecting the data for the Individual Fire Report, as well as the date when the data collection effort was completed. Typically, this person is the Incident Commander (IC), Situation Unit Leader, or local program manager and the data is provided via the Field Fire Report or equivalent forms.

This person is accountable for the accuracy and completeness of the data, so identify a specific person by name (i.e., do not enter generic descriptors such as "ops", "dispatch",

"multiple sources", etc.). Identify the person's title with regard to his/her role on the incident or within the local program organization - for example, use "IC Type 4" or "Assistant FMO" rather than "Forestry Technician".

- Example: John Smith, IC Type 4, 6/10/2015.

2. **Authorized By fields: Name, Title, and Month/Day/Year.** Enter the name and title of the person who approved the Individual Fire Report, and the date that the approval was issued. This person has the overall responsibility to ensure data accuracy on the Individual Fire Report.

For BLM, the District Manager must be the approving official of Individual Fire Reports. This responsibility can be delegated to the District Office FMO or his/her Acting FMO, but the responsibility **must not** be delegated lower than that level.

This field should be left blank until a hardcopy Individual Fire Report that is "Complete" and signed as approved by the authorizing official is received by the person doing data entry.

3. **Report Entered By fields: Name, Title, and Month/Day/Year.** Enter the name and title of the person who entered the Individual Fire Report into WFMI and the date when that occurred. Two of these fields are automatically populated based on the user who was logged in and the date when the report was initially created. Title information will need to be entered.

*The Signature Block fields are required for all Fire Types/Protection Types.*

## I. Trespass Investigation Sub-Form Instructions

This section of the Individual Fire Report contains fields pertaining to Fire Type 1 wildfires that were **human-caused**. Refer to the BLM Fire Trespass Handbook (H-9238-1).

*The Trespass Investigation Sub-Form is required for the following Fire Type/Protection Types: 11, 12, and 13, and is available (but not required) for Human caused 15, and 16.*

The first block of the sub-form contains twelve fields that are automatically filled-in based on the data provided on the main fire reporting data entry screens. These fields are not editable on this sub-form; however all fields except "Bureau", "State", and "Field Office" are editable on the main fire reporting data entry screens.

### 1. Fire Cause Information Fields:

- a. **Fire Cause Code (General – Specific):** This is a description of the general and specific cause of human-caused fires. Make a selection from the “Fire Cause Code” drop-down list:

<i>General Cause</i>	<i>Specific Cause</i>	<i>Fire Cause Code</i>
Campfire (2)	Cooking/Warming (08)	208
	Other, Unknown (30)	230
	Other, Known (32)	232
Smoking (3)	Smoking (10)	310
Fire Use (4)	Trash Burning (11)	411
	Burning Dump (12)	412
	Field Burning (13)	413
	Land Clearing (14)	414
	Slash Burning (15)	415
	Right-of-Way (16)	416
	Resource Management (17)	417
	Other, Unknown (30)	430
	Other, Known (32)	432
Incendiary (5)	Trash Burning (11)	511
	Field Burning (12)	513
	Slash Burning (15)	515
	Grudge Fire (18)	518
	Recurrent (19)	519
	Employment (22)	522
	Blasting (23)	523
	Fireworks (26)	526
	Other, Unknown (30)	530
	Other, Known (32)	531
<i>General Cause</i>	<i>Specific Cause</i>	<i>Fire Cause Code</i>
Equipment (6)	Aircraft (02)	602
	Vehicle (03)	603
	Exhaust (04)	604
	Braked (07)	607
	Blasting (23)	623
	Power Line (25)	625
	Other, Unknown (30)	630
	Other, Known (32)	632
Railroads (7)	Exhaust (04)	704
	Brakes (07)	707
	Other, Unknown (30)	730
	Other, Known (32)	732

Juveniles (8)	Recurrent (19)	819
	Fireworks (26)	826
	Other, Unknown (30)	830
	Other, Known (32)	832
Incendiary (9)	Burning Building (24)	924
	Fireworks, Adult (26)	926
	Other, Unknown (30)	930
	Other, Known (32)	932

- b. **Other Cause:** A brief remark to further specify the cause when Specific Cause Code 32 (“Other, Known”) is used above. This field is limited to 50 characters.
- c. **Suspect Classification:** The type of individual responsible for starting the fire. This classification is further defined as the relationships between the person(s) who is known or suspected of causing the incident and their related activities within/near the area protected by the reporting unit. Make a selection from the “Suspect Classification” drop-down list.

<i>Suspect Class</i>	<i>Suspect Classification Description</i>
1	All individuals who own land or businesses within the protection boundary
2	All individuals, their agents or employees who have special-use permits for operating on BLM lands within the protection boundary
3	Contractors, their agents or employees who are engaged in the purchase of products or construction of facilities within the protection boundary
4	All Federal, State, County, Municipal, Tribal or other public employees working within the protection boundary
5	All permanent residents living inside or within one (1) mile outside the protection boundary
6	All seasonal residents or workers residing inside or within one (1) mile outside the protection boundary
7	All tourists, motorists, campers, etc. in transit through the protected area
8	People not included above (describe in Remarks section of the Trespass Sub-form)
9	Unknown

*The Suspect Classification field is required for the following Fire Type/Protection Types: 11, 12, and 13.*

## 2. Case Information Fields:

- a. **Status:** The status of the investigation into the cause of the fire. Make a selection from the “Status” drop-down list. The status of the investigation will be provided by either the Local Fire Trespass Coordinator or Local FMO.

<i>Status of Investigation</i>	<i>Description</i>
[Leave Blank]	No information has been provided by the Local Fire Trespass Coordinator or Local FMO, or key documents such as the Fire Investigation Report are not yet completed.
Field Manager Decision Pending	The Field Manager's Fire Trespass Findings Document has not yet been signed by the Field Manager. Thus a decision has not yet been made on whether to proceed with a case or not.
No Case	The Field Manager's Fire Trespass Findings Document has been signed by the Field Manager and indicates a decision "Not to Proceed".
Trespass Case Opened	The Field Manager's Fire Trespass Findings Document has been signed by the Field Manager and indicates a decision to "Proceed". At this time a case number is assigned.
Trespass Case Closed by Billing/Collections	As a result of a fire trespass action, funds that were owed to the BLM have been collected and no other action will be taken on the trespass case. Note: this field is NOT tied to whether the "Reimbursable" field on the main report is marked "Yes" or "No" as that field deals with interagency agreements, not trespass.
Trespass Case Sent to Solicitor	After the Field Manager makes the decision to "Proceed", the case is sent to the Solicitor for review or advice.
Trespass Case Closed by Solicitor	Based on information in the trespass case file, the Solicitor advises the case be closed. The Field Manager must make the final determination on whether to close the case the or not. In the Trespass Sub-form "Remarks" block, note not only the date the Solicitor advised the case be closed, but also the date of the Field Manager decision was made
Trespass Case Appealed	Any time in the trespass process that the suspected trespasser chooses to appeal the case.

Anytime the "Status" is updated, a comment must be entered within Remarks field in the Trespass Sub-form and **must** be made in the following format: mm/dd/yyyy the change was made in WFMI, nature of status change, mm/dd/yyyy case status changed, per who provided the information and their title, name of the person entering into WFMI). e.g., "02/22/2008 Case Sent to Solicitor on 01/25/2008, per M. Smith, Trespass Coord. (J. Doe)"

*The Status field is required for the following Fire Type/Protection Types: 11, 12, and 13.*

- b. **Trespass Case Number:** The number assigned to the trespass case associated with a specific human-caused wildfire, if there is a case. This number is ONLY assigned when the Field Manager has signed the Field Manager's Fire Trespass Findings Document and indicates a decision to "Proceed". The trespass case number will be in the following format: aannn-10-nnnn (i.e., alpha, alpha, numeric, numeric, numeric – 10 – numeric, numeric, numeric, numeric), e.g., NV010-10-0001. "NV" represents the State in which the trespass occurred. The next three numeric characters, 010, identify the office – Elko District Office. The number 10 identifies the unauthorized use as a fire trespass. The last four numbers, 0001, are assigned from the trespass register, which is maintained at each District/Field Office location, in sequential order.

*The Trespass Case Number field is required for the following Fire Type/Protection Types: 11, 12, and 13 only when the Field Manager has decided to "Proceed" on the District Manager's Fire Trespass Findings Document.*

- c. **Authorized by [Name/Title]:** The name and title of the person responsible for authorizing that there will not be a case. This will be the District/Field Office Manager or District Ranger – USFS (if a service first unit). This field will ONLY be completed when the District/Field Manager chooses "Not to Proceed", thus the "Status" selected is "No Case". Enter the "Authorized by Name" and make a selection from the "Authorized by Title" drop-down list. If the decision is made by an Acting, note "Acting" in parentheses following the name. e.g., J.P. Mayer (Acting).

*The Authorized By fields are required for the following Fire Type/Protection Types: 11, 12, and 13 only when the "Status" above is marked "No Case".*

- d. **Rationale:** The rationale used for determining that there will not be a case.

*The Rationale field is required for the following Fire Type/Protection Types: 11, 12, and 13 only when the "Status" above is marked "No Case".*

- e. **Billing Information Fields:** The Billing Information Fields are required when the trespass case "Status" above is marked "Trespass Case Closed by Billing/Collections". If the case is settled and no monies are recovered, enter \$0.00 in the "Recovered Amount" and "Received Amount" fields.
- f. **Billed Amount:** The dollar amount (to the nearest cent) that the trespasser has been billed.

*The Billed Amount field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

- g. **Billed Date:** The date the bill was sent to the trespasser for ignition of the wildfire.

*The Billed Date field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

- h. **Recovered Amount:** The dollar amount (to the nearest cent) that the trespasser has paid.

*The Recovered Amount field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

- i. **Recovered Date:** The date the trespasser submitted payment for the wildfire.

*The Recovered Date field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

- j. **Received by BLM Amount:** The dollar amount (to the nearest cent) received by the BLM from the trespasser. This amount may be less than the "Recovered Amount" as a result of either a cost share agreement or judge's apportionment.

*The Received by BLM Amount field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

- k. **Received by BLM Date:** The date the BLM received payment from the trespasser for the wildfire.

*The Recovered Date field is required for the following Fire Type/Protection Types: 11, 12, and 13 when "Status" above is marked "Trespass Case Closed by Billing/Collections".*

1. **Remarks Field:** This block provides a pertinent narrative description and other information about the trespass investigation for a specific incident. The BLM requires the following in "Remarks" When in the "Fire Cause Information" block "Suspect Classification" field, "8) People Not Included Above" was selected, describe who the people are. The name of the Fire Investigator (INVF) and their unit ID. e.g., INVF: Z. Eff, NV-ELD.

Anytime the "Status" field is update include the mm/dd/yyyy the change was made in WFMI, nature of status change, mm/dd/yyyy case status changed, per who provided the information and their title, name of the person entering into WFMI). e.g., "02/22/2008 Case Sent to Solicitor on 01/25/2008, per M. Smith, Trespass Coordinator (J. Doe)"

*The Remarks field is required for the following Fire Type/Protection Types: 11, 12, and 1*

## Appendices

**Resource Area:** The name of the Resource Area where the incident occurred (or threatened.) Refer to the link below for viable Resource Areas, the associated codes and valid dates of use for BLM. Make a selection from the “Resource Area” drop-down list, when appropriate.

*Resource Area is a required field for all Fire Type/Protection Types if there are Resource Areas associated with the specific Reporting Unit within the valid dates listed in the Resource Area table.*

### Fire Type/Protection Type Definitions and Required Fields

#### Overview

Incidents are classified according to their Fire Type and Protection Type. Reporting requirements (i.e., required data fields and specific reporting instructions) vary depending on this classification.

A flow chart has been created that should help in deciding which Fire Type/Protection type should be used. Use this link to access the flow chart:

[https://wfmi.nifc.gov/fire\\_reporting/BLM/doc/DRAFT\\_1202\\_WFMI\\_FlowChart.pdf](https://wfmi.nifc.gov/fire_reporting/BLM/doc/DRAFT_1202_WFMI_FlowChart.pdf)

The BLM definitions for Fire Types and Protection Types are listed below. The Template for Fire Type/Protection Type 1-1 is provided as an example of all potential fields that could be populated. In the WFMI Application, optional fields have a gray background.

The WFMI Fire Reporting Module allows users to enter data in non-required fields at their discretion. Use caution when entering non-required data because if one or more non-required fields are entered in a block, the entire block must then be completed (i.e., the fields will become required) in order for the fire report to show as complete. If a fire report is lacking data for one or more required fields, the system will flag the report as “incomplete.” **Incomplete reports will not be included in official statistical summaries and reports, nor in datasets for formal planning efforts.** Because of this exclusion, offices must make every effort to collect data for required fields and resolve any outstanding incomplete fire reports in WMFI.

**Note:** For all BLM Point of Origin (PoO) fires, only **ONE** Fire Report should be entered into WFMI. Please see the Business Flow Chart to ensure you are using the correct Fire Type / Protection Type.

#### Fire Type 1 – Response Fires

This category is used for wildfires where a response occurred, excluding natural outs, support actions, and false alarms. See Historical Information regarding FT/PT 19.

### **Protection Types associated with Fire Type 1**

1. Protection Type 1 – BLM land (point of origin) where BLM has protection responsibility.
  - a. Point of Origin (PoO): BLM
  - b. Protection Responsibility at PoO BLM
  - c. Agency that takes action: Any
  
- Protection Type 2 – BLM land (PoO) protected by another Federal agency under an agreement (e.g. Direct Protection or Offset) or contract that **REQUIRES** that Federal agency to respond.
  - a. PoO: BLM
  - b. Protection Responsibility at PoO: another Federal agency
  - c. Agency that takes action: Any
  
- Protection Type 3 – BLM land (PoO) protected by a non-Federal agency (e.g., tribe, state, county, or city) under a contract or agreement (e.g. Direct Protection or Offset) that **REQUIRES** that non-Federal agency to respond.
  1. PoO: BLM
  2. Protection Responsibility at PoO: a non-Federal agency
  3. Agency that takes action: Any

#### ***Additional information pertaining to Fire Type 1/Protection Types 1, 2, and 3***

***wildfires:*** In addition to the standard fire report data, the supplemental information on the Trespass Investigation sub-form will be required for all human-caused ignitions. For the other protection types under FT 1 the Trespass Form will become available but is not required.

- Protection Type 5 – Other land (non-BLM - PoO), not under agreement or contract, where suppression action is taken by the BLM to protect BLM land.
  1. PoO: not BLM
  2. Protection Responsibility at PoO: not BLM
  3. Agency that takes action: BLM
  
- Protection Type 6 - Other land (non-BLM - PoO) where BLM does not have protection responsibility at the point of origin, but BLM is requested (although **NOT REQUIRED**) to take action based on a written agreement.
  1. PoO: not BLM
  2. Protection Responsibility at PoO: not BLM
  3. Agency that takes action: BLM

In order for a fire to be considered protection type 6, the agreement must include verbiage regarding suppression action, not merely be a vehicle for a transfer of funds (e.g., cost share agreements).

- Protection Type B – Other land (non-BLM - PoO) where BLM has the protection responsibility at the point of origin based on an agreement or contract that REQUIRES BLM to respond.
  - PoO: not BLM
  - Protection Responsibility at PoO: BLM
  - Agency that takes action: Any
- Protection Type C – **Currently this protection type is ONLY USED IN ALASKA** - Other land (non-BLM - PoO) where BLM has the protection responsibility at the point of origin based on a law or departmental manual that REQUIRES BLM response.
  - PoO: other DOI and Native Corporation Lands in AK
  - Protection Responsibility at PoO: BLM
  - Agency that takes action: Any
- Protection Type D – The point of origin is not BLM, but BLM land eventually burns and the incident does not fall into any other fire type/protection type. The sole intent of this code is to capture BLM acres burned.
  - PoO: not BLM
  - Protection Responsibility at PoO: not BLM
  - Agency that takes action: Any

Examples:

- Fire starts on private land. Fire becomes large and burns BLM land, but BLM does not take action (IA agreement initially and then has gone to team fire).
- A large fire (possibly managed by an Incident Management Team) that did not initially begin to spread toward BLM, but burned BLM land at a later date.

### **Fire Type 2 – Natural Outs**

All wildfires discovered after they have been extinguished by natural causes prior to the initiation of suppression action, regardless of cause or location within agency or agency protected lands. These are fires that are out at time of discovery. No suppression action took place by the dispatched resources.

As of May 1, 2016, BLM no longer reports FT/PTs 21, 22, 23, 25, and 26. See Historical Information for more on these FT/PTs.

## Protection Types associated with Fire Type 2

- Protection Type A – Confirmed BLM (PoO). Or Point of Origin cannot be determined and BLM burned
  1. PoO: BLM
  2. Protection Responsibility at PoO: not applicable
  3. Agency that takes action: not applicable
  
- Protection Type B – Other land (Confirmed non-BLM - point of origin) where BLM has the protection responsibility at the point of origin based on an agreement or contract would have REQUIRED BLM to respond.
  1. PoO: not BLM
  2. Protection Responsibility at PoO: BLM
  3. Agency that takes action: not applicable
  
- Protection Type C – Currently this protection type is ONLY USED IN ALASKA - Other land (Confirmed non-BLM - Point of Origin) where BLM has the protection responsibility at the point of origin based on a law or regulation that legally would have REQUIRED BLM response.
  1. PoO: not BLM
  2. Protection Responsibility at PoO: BLM
  3. Agency that takes action: not applicable
  
- Protection Type D –Other land (confirmed non-BLM Point of Origin) but BLM land eventually burns and the incident does not fall into any other fire type/protection type. The sole intent of this code is to capture BLM acres burned.
  1. PoO: not BLM
  2. Protection Responsibility at PoO: not BLM
  3. Agency that takes action: not applicable

## Fire Type 3 – Support Action

Action taken on a fire which will not impact land protected by BLM, and no pre-established formal agreement exists which would REQUIRE BLM Action.

## Protection Types associated with Fire Type 3

- Protection Type 7 – Support action provided by the BLM for wildfires on another jurisdiction at the request of that jurisdictional agency when no pre-established written agreement exists. The BLM suppression action on a fire that cannot be categorized as a Response Fire type. Support fires lack any mechanism that defines responsibility for protection, cooperation, or mutual aid. This code is not for tracking workload of BLM resources off-unit.

**Fire Type 4 – Fuels Management**

All prescribed fires and other hazard reduction treatments, used to meet approved land management objectives.

Since fiscal year 2003, BLM no longer reports any Fire Type 4s in WFMI. See Historical Information for more on Fire Type 4s.

**Fire Type 5 – False Alarms**

All reports of fires for which **some type** of a response was initiated (e.g., , initial attack resources dispatched, etc.), but no suppression action took place because the fire did not occur, or it was not found in spite of efforts to locate it (presumed false alarm).

As of May1, 2016, BLM no longer reports FT/PTs 51, 52, 53, 55, and 56. See Historical Information for more on these FT/PTs.

*Please Note: If no response action was taken (such as dispatching a crew or doing a recon flight), **DO NOT** prepare a fire report.*

EACH false alarm will be assigned a separate fire code from the FireCode System and entered as an individual fire report. (*Exception: the USDA FS assigns one FireCode per forest for ABCD Misc fires to be used for initial attack, false alarms and extended attack if under 300 acres. The BLM will use this code and not generate a separate FireCode.*)

**Protection Types associated with Fire Type 5**

- Protection Type E – Resources under local BLM operational control respond to a reported wildfire regardless of ownership or jurisdiction, OR any agency responds to a reported wildfire believed to be on BLM land (and in Alaska other DOI Lands).

## FBPS Fuel Model Descriptions

### Bureau of Land Management Fire Occurrence Reporting System – User's Guide

#### FUEL MODELS

#### PART 1: Fire Behavior Prediction System (FBPS) Fuel Models

The following information was excerpted from: Hal E. Anderson; "Aids to Determining Fuels Models for Estimating Fire Behavior"; General Technical Report, INT-122; USDA Forest Service, Intermountain Forest and Range Experiment Station; Odgen, UT; April 1982; 22 p.

Table 1. — Description of fuel models used in fire behavior as documented by Albini (1976)

Fuel model	Typical fuel complex	Fuel loading				Fuel bed depth	Moisture of extinction dead fuels
		1 hour	10 hours	100 hours	Live		
		<i>Tons/acre</i>				<i>Feet</i>	<i>Percent</i>
<b>Grass and grass-dominated</b>							
1	Short grass (1 foot)	0.74	0.00	0.00	0.00	1.0	12
2	Timber (grass and understory)	2.00	1.00	.50	.50	1.0	15
3	Tall grass (2.5 feet)	3.01	.00	.00	.00	2.5	25
<b>Chaparral and shrub fields</b>							
4	Chaparral (6 feet)	5.01	4.01	2.00	5.01	6.0	20
5	Brush (2 feet)	1.00	.50	.00	2.00	2.0	20
6	Dormant brush, hardwood slash	1.50	2.50	2.00	.00	2.5	25
7	Southern rough	1.13	1.87	1.50	.37	2.5	40
<b>Timber litter</b>							
8	Closed timber litter	1.50	1.00	2.50	0.00	0.2	30
9	Hardwood litter	2.92	.41	.15	.00	.2	25
10	Timber (litter and understory)	3.01	2.00	5.01	2.00	1.0	25
<b>Slash</b>							
11	Light logging slash	1.50	4.51	5.51	0.00	1.0	15
12	Medium logging slash	4.01	14.03	16.53	.00	2.3	20
13	Heavy logging slash	7.01	23.04	28.05	.00	3.0	25

#### FUEL MODEL DESCRIPTIONS

##### Grass Group

##### **Fire Behavior Fuel Model 1**

Fire spread is governed by the fine, very porous, and continuous herbaceous fuels that have cured or are nearly cured. Fires are surface fires that move rapidly through the cured grass and associated material. Very little shrub or timber is present, generally less than one-third of the area.

Grasslands and savanna are represented along with stubble, grass-tundra, and grass-shrub combinations that meet the above area constraint. Annual and perennial grasses are included in this fuel model.

This fuel model correlates to 1978 NFDRS fuel models A, L, and S.

##### **Fire Behavior Fuel Model 2**

Fire spread is primarily through the fine herbaceous fuels, either curing or dead. These are surface fires where the herbaceous material, in addition to litter and dead/down stem wood from the open shrub or timber over story, contribute to the fire intensity.

Open shrub lands and pine stands or scrub oak stands that cover one-third to two-thirds of the area may generally fit this model; such stands may include clumps of fuels that generate higher intensities and that may produce firebrands. Some pinion-juniper may be in this model.

## HISTORICAL INFORMATION

This Appendix contains information regarding Fire Types/Protection Types that are no longer used, so that if historical data is reviewed or used, there is reference information available relating to field definitions and requirements.

This section contains information regarding the definitions and use Fire Type/Protection Types pre-2016, if editing fire reports for years prior to 2016; these rules should apply for the appropriate timeframes.

<i>Fire Type Description</i>	<i>Protection Type Description</i>	<i>Fire Type Protection Type Code and Years Valid</i>
Action Fire	Wildland fires that burned BLM land where the appropriate fire management response is based on objectives from an approved Fire Management Plan (FMP) where the end result of the fire is beneficial on greater than fifty percent (50%) of the total acres burned.	19 (1998 – 2009)
Natural Out	BLM land protected by the BLM.	21 (1986-2016)
	BLM land protected by another Federal agency under a cooperative agreement (including mutual aid agreements).	22 (1986-2016)
	BLM land protected by a non-Federal agency (e.g., tribe, state, county, or city) under a cooperative agreement, memorandum of understanding, or contract.	23 (1986-2016)
	Other land (non-BLM), not under agreement, memorandum of understanding or contract, where suppression action is taken by the BLM to prevent fire spread to BLM land.	25 (1986-2016)
	Other land (non-BLM) protected by the BLM under a cooperative agreement, memorandum of understanding, interagency mutual aid agreement, or contract.	26 (1986-2016)
Fuels Management	Mechanical hazard reduction treatments on BLM land	41 (1998-2003)
	Support actions by the BLM of other agencies' fuel management projects	47 (1998-2003)
	Management-ignited prescribed burns.	48 (1998-2003)
False Alarms	BLM land (point of origin) protected by the BLM.	51 (1986-2016)
	BLM land (point of origin) protected by another Federal agency under a cooperative agreement (including mutual aid agreements).	52 (1986-2016)

	BLM land (point of origin) protected by a non-Federal agency (e.g., tribe, state, county, or city) under a cooperative agreement, memorandum of understanding, or contract.	53 (1986-2016)
	Other land (non-BLM), not under agreement, memorandum of understanding or contract, where suppression action is taken by the BLM to prevent fire spread to BLM land.	55 (1986-2016)
	Other land (non-BLM) protected by the BLM under a cooperative agreement, memorandum of understanding, interagency mutual aid agreement, or contract.	56 (1986-2016)
Severity	BLM land (point of origin) protected by the BLM.	61 (1991-1998)
	Support actions taken by the BLM (non-reimbursable severity).	67 (1999-2010)

*Fire Type/Protection Types may have been used before 1986 in historic fire reports, but that is the earliest date I can find evidence of use.*

See the Fire Type/Protection Type table above for applicable years of use for the following Fire Types and Protection Types.

### **Fire Type 1 – Response Fires**

This category is used for wildland fires where a response occurred, excluding natural outs, support actions, and false alarms.

#### **Protection Types associated with Fire Type 1**

- Protection Type 9 – Wildland fires that burned BLM land where the appropriate fire management response is based on objectives from an approved FMP where the end result of the fire is beneficial on greater than fifty percent (50%) of the total acres burned. Starting January 1, 2010 the use of Protection Type 9 was discontinued. Refer to *Instruction Memorandum No. OF&A, Fuels Program Accomplishment Report, Instruction Memorandum No. OF&A 2004-031, Wildland Fire Use Reporting, and Instruction Memorandum No. OF&A 2010-006, Wildland Fire Accomplishment Reporting* for additional information.

Note: Fire/Protection Type 19 fires are natural ignitions only.

### **Fire Type 2 – Natural Outs**

All wildland fires discovered after they have been extinguished by natural causes prior to the initiation of suppression action, regardless of cause or location within agency lands. These are

fires that are out at time of discovery. No suppression action took place by the dispatched resources.

### **Protection Types associated with Fire Type 2**

1. Protection Type 1 – BLM land (PoO) protected by BLM.
2. Protection Type 2 – BLM land (PoO) protected by another Federal agency under a cooperative agreement or contract (including mutual aid agreements).
3. Protection Type 3 – BLM land (PoO) protected by a non-Federal agency (e.g., tribe, state, county, or city) under a cooperative agreement, memorandum of understanding, or contract.
4. Protection Type 5 – Other land (non-BLM PoO), not under agreement, memorandum of understanding or contract, where response is made by the BLM to prevent fire spread to BLM land.
5. Protection Type 6 – Other land (non-BLM PoO) protected by the BLM under a cooperative agreement, memorandum of understanding, interagency mutual aid agreement, or contract.

### **Fire Type 4 – Fuels Management**

Historically, fuels management data such as prescribed fires and other hazard reduction treatments used to meet approved land management objectives were entered in the BLM's fire reporting system. However since Fiscal Year 2003, data for prescribed fires and other fuels treatments have been reported on the National Fire Plan Operations and Reporting System (NFPORS) web-site at <https://www.nfpors.gov>. Per Departmental Direction, the WFMI Fire Reporting Module will no longer be used to report fuels management accomplishments. Refer to *Instruction Memorandum No. OF&A 2003-010, Fuels Program Accomplishment Reporting* for additional information.

This Appendix contains information regarding the Fuels Management Fire Types/Protection Types, so that if historical data is believed reviewed or used there is reference information available relating to field definitions and requirements.

Historical Fuels Management Project Numbers utilized an AANN (alpha, alpha, numeric, numeric) numbering sequence. This was entered on the main Fire Report form as the Fire Number. A specific block of fuels management numbers were assigned to each District Office. These numbers were used with mechanical hazard reduction projects (Protection Type 1), support actions (Protection Type 7), and prescribed fire projects (Protection Type 8). These numbers could be used with any sub-activity code (e.g., 2810, 2823, 5500, etc.)

### **Fire Type 4 – Fuels Management**

All prescribed fires and other hazard reduction treatments, used to meet approved land management objectives.

#### **Protection Types associated with Fire Type 4**

1. Protection Type 1 – Mechanical hazard reduction treatments on BLM land (includes mechanical, hand, and chemical treatments.) In addition to the standard fire report data, the Rangeland Improvement Project System (RIPS) Number, the Plot/Burn Objective, the Location of the Project, the FBPS Fuel Model, and the Benefiting Program information on the Fuels Management sub-form were required.
2. Protection Type 7 – Support actions taken by the BLM for other agencies’ fuels management projects. In addition to the standard fire report data, the supplemental information on the Assist Information sub-form was required for all reimbursable assist fuels management fires. The principal purpose of using assist numbers for other agencies’ fuels management projects was to track BLM funds spent assisting other agencies with prescribed fire or other fuels management activities. Assist fuels management fire numbers were only to be used with 2823 sub-activity. The protocol was to assign one number per project where it was critical that the costs be tracked. Local offices had the option to assign one number per agency where there were numerous assists to a single local agency or to assign a fuels management project assist number for each assist. The local office was instructed to use the next available Fuels Management Project Number from the block of numbers assigned to their office.

*Please Note: The local office was also instructed to **NEVER** enter a fire report for a fuels management project assist to other BLM offices.*

3. Protection Type 8 – Prescribed fires conducted on BLM lands. In addition to the standard fire report data, the supplemental information on the Fuels Management sub-form was required for all prescribed fires.

The following are special case examples of appropriate historical fuels management reporting protocol:

- a. For debris burn activities conducted to eliminate slash created from commercial land clearing (e.g., road right-of-ways, communication sites, etc.), assign one fuels management number, report the project as a prescribed fire (Type 48) and complete the fire report accordingly. Report the total acres treated as the total size of the area cleared.

1. For hazard reduction debris burn activities conducted in conjunction with a mechanical treatment, assign one fuels management number, report the mechanical treatment as a “Type 41” and complete the fire report accordingly. Calculate the total acres treated based on the area of the activity (e.g., if debris was piled from one hundred acres (100.0), report all one hundred acres (100.0) in the Burned/Treated Acres field in the Statistical Data section of the Fire Report.) When the debris piles are burned, assign a second fuels management number, report the burn as a prescribed fire, “Type 48” and complete the fire report accordingly. *Use the same acreage figure as used in the mechanical treatment report.* Cross-reference the debris pile burning to the preceding mechanical hazard reduction treatment in the Remarks Section of the Fire Report. *It was strongly suggested that the FBPS Fuel Model be set to “Debris Pile” and that the “Total pre-burn (tons)” in the Debris Pile Fuel Loading Section of the Fuel and Emission Data sub-form be calculated using the provided link [this link has been disabled since the official Departmental mandate to report fuels management activities exclusively in NFPORS].*
  
1. If a prescribed fire escaped and was declared a wildfire: (1) close out the prescribed fire project number and document the total acres treated up to the time of escape and (2) initiate a new fire report, assign a new wildland fire number (ANNN), use cause code “2” (Human) on the primary fire report and cause code “417” (Fire Use – Resource Management Burning) on the Trespass Information sub-form and indicate that the wildfire is the result of an escaped prescribed fire in the Remarks Section of the second form. The total acres burned (the acres entered in the Controlled/Complete field in the Fire Management Data Section of the main fire report) must reflect the total acres burned minus the total acres treated during the prescribed burn project prior to escape (e.g., 1,000 total acres burned minus 250 acres treated during the prescribed burn equals 750 acres at control on the wildland fire report.)

### **Required Fields For Fire Type 4 – Fuels Management**

The information provided below comes from one of two sources and may not reflect all past direction. One source is from information found in the 2007 WFMI User Guide, including templates and sub-forms. The second source is from running scenarios in the WFMI program. As parts of the Fuels Management reporting have been deactivated in WFMI due to departmental direction, all potential scenarios could not be run.

### **General Reporting Block**

*Fire Name is required for Fire Type/Protection Types: 41, 47, and 48*

*Fire Code [Project Code] is required for Fire Type/Protection Types: 41, 47, and 48*

*Discovery/Start Date and Time are required for Fire Type/Protection Types: 41 and 48*

*Discovery/Start Date ONLY is required for Fire/Protection Type: 47*

*Reimbursable Status is required for Fire/Protection Type: 47.*

### **Statistical Data Block**

*State, Owner, Vegetation, Burn/Treated Acres, and Total Project Acres are required for Fire Type/Protection Types: 41 and 48*

*State and Owner are required for Fire Type/Protection Types: 47*

*Resource Area is a required field if there are Resource Areas associated with the specific Reporting Unit within the valid dates listed in the resource area table found in section .33.D.1 of the main BLM Manual Supplement for the following Fire Type/Protection Types: 41 and 48.*

### **Location Data**

*Owner is required for Fire Type/Protection Types: 41, 47 and 48*

*Origin Accuracy is a required field for the following Fire Type/Protection Types: 41 and 48.*

*Location Method is a required field for the following Fire Type/Protection Types: 41 and 48.*

*A location coordinate set (either Latitude/Longitude or UTM coordinates, plus Zone and Datum) is required for the following Fire Type/Protection Types: 41 and 48.*

*Datum is a required field for the following Fire Type/Protection Types: 41 and 48.*

### **Fire Management Data**

*Discovery/Start Date and Time: 41 and 48*

*Discovery/Start Date ONLY: 47*

*Only Controlled/Completed Date is required for Fire Type/Protection Types: 41 and 48.*

*Controlled/Completed Acres is a required field for the following Fire Type/Protection: 41 and 48.*

### **Site Data Fields**

*Weather Station is a required field for the following Fire Type/Protection Types: 41 and 48.*

### **Signature Block**

*The Signature Block fields are required for all Fire Types/Protection Types***Assist Information Sub-Form**

*All fields required, except remarks, for Fire/Protection Type: 47. Directions for completion of this sub-form are the same as the directions provided for completing the sub-form for Fire/Protection Type 37.*

### **Fuels Sub-form**

*Several fields are required for Fire Type/Protection Types: 41 and 48 – see Fuels Sub-form Templates.*

## **FUELS MANAGEMENT SUB-FORM INSTRUCTIONS**

***IMPORTANT NOTE:*** The Fuels Management Instructions in this document apply only to Fuels Projects prior to FY 2003. Since Fiscal Year 2003, data for prescribed fires and other fuels treatments have been reported on the National Fire Plan Operations and Reporting System (NFPORS) web-site at <https://www.nfpors.gov>. Per Departmental Direction, the WFMI Fire Reporting Module will no longer be used to report fuels management accomplishments; however, offices are still required to enter fire reports and report Wildland Fire Use accomplishments via the WFMI Fire Reporting Module [DI-1202]. Refer to Instruction Memorandum No. OF&A 2003-010, Fuels Program Accomplishment Reporting for additional information.

The first block of the sub-form contains 12 fields that are automatically filled-in based on the data provided on the main fire reporting data entry screens. These fields are not editable on this sub-form; however all fields except "Bureau", "State", and "Field Office" are editable on the main fire reporting data entry screens.

### **PROJECT INFORMATION FIELDS**

This section of the Individual Fire Report contains fields pertaining to fuels management burns and hazard reduction treatments.

**RIPS Number:** The Rangeland Improvement Project System (RIPS) number assigned to a specific fuels management project. If the project did not have a RIPS number assigned, users were instructed to enter six zeroes (000000).

*Please Note: The RIPS Number (also known as the "Improvement Number), is part of the Rangeland Improvement Project System (RIPS) and is the permanent record identified for a land treatment project. The master log is usually maintained by personnel in the District Office's Operations Unit.*

The RIPS number was assigned and the report was entered upon completion of the project. The resources person co-sponsoring the improvement project was responsible for entering the report.

For a 100% fuels management project, it may have been necessary for fire program personnel to prepare both reports (the Individual Fire Report and the Fuels Management sub-form). Coordination between resource area and fire personnel was required to assure both reports were completed and that the data was consistent between the two (2) reports.

*RIPS Number was a required field for the following Fire Type/Protection Types: 41 and 48.*

**Plot/Burn Objective:** The plot/burn objective(s) for the reported fuels management activity (see table below). The first burn objective was required while the other two (2) rows were optional.

If more than one objective was reported, the primary objective was reported in the first row. Selections were made from the “Plot/Burn Objective” drop-down list.

<i>Objective Code</i>	<i>Plot/Burn Objective</i>
01	Historical Scene Maintenance
02	Other Cultural Site Maintenance
10	Exotic or Undesirable Species Control
11	Habitat Maintenance
12	Research
13	Fire Dependent Ecosystem Maintenance
14	Other (Natural Systems)
20	Fuel Reduction (Activity Fuels)
21	Fuel Reduction (Natural Fuels)
22	Real Property Protection
23	Boundary Protection
24	Fuel Break Maintenance
30	Debris Removal
31	Vista Maintenance
32	Health (Insect Control)
33	Right of Way Maintenance
40	Seed Bed Preparation
41	Vegetative Type Manipulation/Stand Improvement
50	Property Protection
51	Project Maintenance

*Plot/Burn Objective was a required field for the following Fire Type/Protection Types: 41 and 48.*

**Project Located In:** The location of the project based on the project’s primary objective. Either the project was located in a Wildland Urban Interface (WUI) community protection area or was conducted for hazardous fuel reduction and/or ecosystem maintenance (Non-Wildland Urban Interface). The users were instructed to select "Wildland Urban Interface (WUI)" if the purpose of the project was to provide protection for a specific community or if the project was identified in the Annual Work Plan as a community protection project; otherwise users were instructed to select "Non-Wildland Urban Interface". Selections were made from the "Project located in" drop-down list.

*Project Located In was a required field for the following Fire Type/Protection Types: 41 and 48.*

**Benefiting Program Fields:** The acres treated for the benefiting programs listed below to the nearest tenth of an acre.

<i>Benefiting Program</i>	<i>Acres Treated</i>
Forestry	<b>The acres treated values by benefiting program were assigned by the user.</b>
Range	
Wildlife	
Hazard Reduction	
Watershed	
Ecosystem Health	
Other	

The sum of the acres reported in the Benefiting Program fields was required to equal the Controlled/Completed Acres in the Fire Management section of the fire report. The Controlled/Completed Acres is automatically filled in based on what was entered on the main fire reporting screens, to allow the user to compare Benefiting Acres to Controlled/Completed Acres. WFMI also includes a "Balance" field that automatically subtracts the sum of all Benefiting Acres from the Controlled/Completed Acres. The Balance Field should equal "0" acres.

*Benefiting Program was a required field the following Fire Type/Protection Types: 41 and 48.*

#### **FUEL MODEL FIELDS (Related to FT 4)**

**FBPS Fuel Model:** The predominant Fire Behavior Prediction System (FBPS) fuel model that best characterized the fuel(s) in the treatment area. The first entry represented the primary fuels (minimum of 50 percent) involved in the burn. The second entry represented any secondary fuel type that occurred in the burn area. The first fuel model was required while the second fuel model was optional. Users made a selection from the "FBPS Fuel Model" drop-down list and then assigned the appropriate percentage value to that selection.

<i>FBPS FM</i>	<i>FBPS Fuel Model Description</i>
01	Short grass (1 foot)
02	Timber (grass & under story)
03	Tall grass (2.5 feet)
04	Chaparral (6 feet)
05	Brush (2 feet)
06	Dormant brush, hardwood slash
07	Southern rough

08	Closed timber litter
09	Hardwood litter
10	Timber (litter & under story)
11	Light logging slash
12	Medium logging slash
13	Heavy logging slash
15	Custom

If only one fuel model was selected, the percentage field defaulted to 100 percent. If a secondary model was selected, the user was required to enter a percentage value for the primary model and the system calculated the percentage value for the secondary model to ensure that the allocation equaled 100 percent.

*FBPS Fuel Model was a required field for the following Fire Type/Protection Types: 41 and 48.*

### **DEACTIVATED FIELDS THAT ARE NO LONGER ACCESSIBLE, VIEWABLE or EXTRACTABLE**

**Fuel Loading:** If actual data for fuel loading and consumption was not available, the user was instructed to select the most appropriate standard fuel loading and consumption range (i.e., light, average or heavy). If actual fuel data for fuel loading and consumption was available, the user was instructed to enter the pre-burn fuel loadings by size class, in tons per acre, averaged for the entire burn area. Weights were entered to the nearest tenth of a ton for all size classes, as well as litter and duff (e.g., 123 represented 123 tons per acre, 4.2 represented 4.2 tons per acre, etcetera). Consumption (percent) was defined as the measured or estimated percentage of fuel actually consumed by the fire. The Max and Min Fuel Loadings by Size Class Using FBPS Fuel Model Chart showed a range of typical fuel loadings for each fuel type (except Custom Model) and were used as a guideline for estimating the fuel loadings for prescribed fire projects. It also represented the maximum and minimum acceptable values. *Note that this link was deactivated after the Departmental Direction was issued to report all fuels management activities exclusively on the National Fire Plan Operations and Reporting System (NFPORS) web-site.*

*Fuel Loading was a required field for the following Fire/Protection Type: 48.*

**Debris Pile Loading:** For a debris pile burn, the fuel loading and consumption by size class tables for primary and secondary FBPS fuel models were not applicable. The users were instructed to complete the debris pile fuel loading table by entering the pre-burn fuel loading value (pre-burn tons) and the percentage of the debris pile consumed by the fire.

Debris Pile Loading was a required field for the following Fire Type/Protection Types: 48 (if it was a debris pile burn project).

## Fuels Management DI-1202 Templates and Sub-Forms

The templates listed below are for historical purposes only. They are no longer used in the WFMI for fuels management reporting.

Fire Type	Protection Type
4 –Fuels Management	1 – Mechanical Hazard Reduction Treatments on BLM land
	7 – Support Actions taken by BLM for other agencies’ fuels management projects
	8 – Prescribed Fires conducted on BLM lands
Sub-Forms	Fuels Management Sub-form for Type 41 Projects
	Fuels Management Sub-form for Type 48 Projects

### Fire Type 5 – False Alarms

All reports of fires for which **some type** of a response was initiated (e.g., , initial attack resources dispatched, etc.), but no suppression action took place because the fire did not occur, or it was not found in spite of efforts to locate it (presumed false alarm).

### Protection Types associated with Fire Type 5

1. Protection Type 1 – BLM land (PoO) protection responsibility is by the BLM.
2. Protection Type 2 – BLM land (PoO) protected by another Federal agency under an agreement (including mutual aid agreements).  
  
Other (non-BLM) agency resources respond, this could include other agency severity support.
3. Protection Type 3 – BLM land (PoO) protected by a non-Federal agency (e.g., tribe, state, county, or city) under a contract or agreement (including mutual aid agreements).  
  
Other (non-federal) resources respond, using severity or severity equivalent funding.
4. Protection Type 5 – Other (non-BLM - PoO) land, not under agreement, memorandum of understanding or contract, where suppression action is taken by the BLM to protect BLM land.
5. Protection Type 6 – Other (non-BLM - PoO) land protected by the BLM under a cooperative agreement, memorandum of understanding, or contract (including mutual aid agreements).

In order for a fire to be considered protection type 6, the agreement, MOU or contract must include verbiage regarding suppression responsibility, not merely be a vehicle for a transfer of funds (e.g., cost share agreements).

### **Fire Type 6 – Severity Funds**

All projects using the severity fund account assigned by the National Office.

*Please Note: After 1998, “61” **IS NOT** a valid Fire Type/Protection Type.*

### **Protection Types associated with Fire Type 6**

1. Protection Type 1 – BLM land protected by the BLM.

Protection Type 7 – Support actions taken by the BLM (non-reimbursable severity).

### **Fire Merges and Complexes (2004-2015)**

Starting in Fiscal Year, 2004, when several fires were declared a complex, assign a new fire code from the FireCode System for the complex. Enter a fire report for each of the fires and a fire report for the complex into the Fire reporting Web-site.

*Please Note: To eliminate duplication of reported acres, when two or more fires burn together, enter the final controlled acres for the complex as the total acreage **minus** the acreage of the other fires. For each of the other fires, estimate the final acreage prior to burning together. For example, Fire A burns 200 acres, Fire B burns 500 acres, and Fire C burns 1,000 acres. Fires A, B and C are then declared a complex and the final acreage burned for the complex is 10,000 acres. The fire report for Fire A would show 200 acres, the fire report for Fire B would show 500 acres, the fire report for Fire C would show 1,000 acres and the fire report for the complex would show 8,300 acres (10,000 - 200 - 500 - 1,000 = 8,300).*

Prior to Fiscal Year 2004, to eliminate the duplication of reported acres, if two or more fires burned together, users were instructed to enter the final controlled acres for the fire number which received the most charges against it as the total acreage minus the acreage of the other fire(s). For each of the other fires, the users were instructed to estimate the final acreage prior to burning together. For example, Fire A burns 200 acres, Fire B burns 500 acres, and Fire C burns 1,000 acres then burns into Fires A and B and the final acreage is 10,000 acres. The report for Fire A would show 200 acres, the report for Fire B would show 500 acres, and the report for Fire C would show 9,300 acres (200 + 500 + 9,300 = 10,000). The reporting office **DID NOT** assign new fire numbers to complexes.

**Note:** For the following retired attributes, two year fields have been included. First is the range of years that this information was required to be captured on the DI-1202, the second is the

beginning year or range of years that the validation process in WFMI was instituted. There are many different validation rules in WFMI, the rules referred to here, are tied to the years that an attribute must fall within certain parameters. For instance, Fire Code became a required field in 2003; you cannot Complete a Fire Report without the Fire Code from 10/1/2003 on. Valid Fire Codes are made up of Capital letters and numbers. If you enter a Code consisting of all lower case letters, for a fire that started before 10/1/2013 the system will not warn you that this is invalid, and you can still complete the Fire Report.

*Some of these attributes may have been collected before 1986 in historic fire reports, but that is the earliest date I can find evidence of collection*

**Burning Index (1986-2015)** (Validation starts in 1999)

The 3-digit value (ranging from 0 to 300) for the National Fire Danger Rating System (NFDRS) Burning Index (BI) on the incident Discovery/Start date.

The BI is an estimate of the potential difficulty of fire containment as it relates to the flame length at the head of the fire and is a function of:

1. The Spread Component - how fast the fire could spread.
2. The Energy Release Component - how hot the fire could burn.

The BI value should be derived from the NFDRS weather station (or Special Interest Group (SIG) of stations) that was used to determine the reporting unit's initial attack resources and staffing level on the day of the fire. This value can be obtained from the Weather Information Management System (WIMS) and is easily found on the DIDX screen or the DAVG screen if a SIG is used for staffing levels. However, local established procedures should be used to obtain this value.

*Burning Index* was a required field for the following Fire Type/Protection Types: 11, 12, 13, 19, 21, 22 and 23.

**Net Resource Value Change (1986-2009)** (Validation range is 1999-2009)

The Net Resource Value Change is the net impact on the value of the land (and its associated resources) as a result of the wildland fire. Please direct specific questions to your District or State Office Fire Planner.

To compute the NRVC, complete the following steps:

2. Determine the Fire Intensity Level (FIL) by converting the Burning Index (BI) to the FIL (use the following table):

<i>Burning Index</i>	<i>Fire Intensity Level</i>
0 – 20	1
21 – 40	2
41 – 60	3
61 – 80	4
81 – 100	5
101 +	6

3. Determine the number of BLM acres burned by Representative Location (RL).
4. Obtain the total Net Value Change (NVC) for the appropriate FIL for each RL from the Interagency Attack Analysis (IAAA) NVC printout. Please contact your state or local fire planner for a copy of this report. If the fire burns in only one RL, skip the next two (2) steps and go directly to the last step.
5. Multiply the NVC and acres burned within the RL for each RL (NVC x acres burned.) Determine the number of BLM acres burned by Representative Location (RL).
6. Obtain the total Net Value Change (NVC) for the appropriate FIL for each RL from the Interagency Attack Analysis (IAAA) NVC printout. Please contact your state or local fire planner for a copy of this report. If the fire burns in only one RL, skip the next two (2) steps and go directly to the last step.
7. Multiply the NVC and acres burned within the RL for each RL (NVC x acres burned.)
8. Sum results and divide by the total BLM acres burned.

*Net Resource Value Change* is a required field for the following Fire Type/Protection Types: 11, 12, 13, 19, 21, 22 and 23 (calculated for BLM land only).

**Vegetation** (1986-2015) (Validation starts in 1999)

The primary vegetative cover for land within the fire perimeter (see table below). The data in the first row will be based on the point of origin of the incident. Make a selection from the “Vegetation” drop-down list.

<i>Vegetation Code</i>	<i>Vegetation Type</i>	<i>Vegetation Definition</i>
1	Commercial Forest Land	Land producing or capable of producing wood products such as saw timber, posts, poles, etc. and not withdrawn from timber use.
2	Non-commercial Forest Land	Land not capable of yielding wood products or commercial forest land withdrawn from timber use.
3	Non-forest	Land which has never supported

	watershed	forests or has been developed for non-forest use.
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*Vegetation is a required field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 19, 21, 22, 23, 25, and 26.*

**Acres Total Project** (1998-2003) (Validation starts in 1999)

Historically, this was the total number of acres (rounded to the nearest tenth) for fuels management projects only. The total project acres were calculated based on the perimeter of the project when attempting to obtain resource objectives that were covered in a treatment or prescribed fire burn plan. Since Fiscal Year 2003, this field is no longer used for reporting fuels management project acres.

**Detection Type** (1986-2015) (Validation starts in June 2007)

The type of resource that discovered the incident (see table below). Make a selection from the “Detection Type” drop-down list.

<i>Detection Code</i>	<i>Detection Type</i>
A	Bureau Lookout
B	Other Lookout
C	Bureau Fire Patrol Person
D	Other Bureau Employee
E	Cooperator Employee
F	Bureau Patrol Aircraft
G	Cooperator Patrol Aircraft
H	Other Aircraft
I	Permittee (all persons holding a use-permit or contract on Bureau lands)
J	Visitor

K	Local Resident (permanent resident living on or adjacent to Bureau lands)
L	Other (explain in Remarks)
M	Smokejumper Patrol Flight
N	Non-fire-related Bureau Flight

*Detection Type* is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, 19, 21, 22, 23, 25 and 25.

**Initial Attack Resource Type** (1986-2015) (Validation starts in 1999)

The type of resource(s) that performed initial attack on the incident (see table below). Up to five (5) initial attack resources can be reported; the first resource is required and the remaining four resources are optional. When an Initial Attack Resource Type is entered, the number of Initial Attack Units must also be entered. Make a selection(s) from the “Initial Attack Resource Type” drop-down list.

Report ONLY those resources that were involved in the initial response phase of the incident. Do not report those resources used during the extended attack phase. The exception to this is when the ONLY Initial Attack Resource Type is either Monitoring Fire by Air (S) or Monitoring Fire by Ground (T), which may monitor for more than a single day.

<i>IA Type Code</i>	<i>Initial Attack Resource Type</i>	<i>IA Amount Unit</i>
U	Aircraft - Reconnaissance	Each
I	Airtanker – SEAT (Type 3 or 4)	Drops
K	Airtanker (Type 1)	Drops
J	Airtanker (Type 2)	Drops
Q	Dozer (Type 1)	Each
P	Dozer (Type 2 or 2)	Each
O	Dozer (Type 4, 5, or 6)	Each
E	Engines (Type 1 or 2)	Each
D	Engines (Type 3, 4, or 5)	Each
C	Engines (Type 6 or 7)	Each
A	Explosives	Crews
V	Hand Crew – Type 1	People
F	Hand Crew – Type 2	People
N	Helicopter (Type 1)	Drops
M	Helicopter (Type 2)	Drops
L	Helicopter (Type 3 or 4)	Drops
H	Helitack Crew	People
S	Monitoring Fire by Air	Flights

T	Monitoring Fire by Ground	Person Days
W	Overhead with own Vehicle	Each
B	Plows or Trenchers - All Types	Each
G	Smokeyumper	People
R	Water Tenders	Each
X	Other Equipment*	Each (Describe in Remarks)
Y	Other Firefighters*	People (Describe in Remarks)
Z	Other (None of the Above)*	Describe in Remarks

*\*If the user selects any of the "Other" Initial Attack Types, please describe in Remarks section.*

*Initial Attack Type was an **OPTIONAL** field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, and 19.*

#### **Initial Attack Amount** (1986-2015) (Validation starts in 1999)

The quantity of resources for each Initial Attack Resource Type for each group reported in the preceding field. Quantities vary by type, as noted in the table above. For example, when the initial attack resource type is Airtanker (I, J, K) or Helicopter (L, M, N), code the actual number of drops up to 99. When an Airtanker, Helicopter, Smokeyumper (G), or Helitack Crew (H) is dispatched to an incident but not used, enter zero (0).

When the Initial Attack Resource Type is Monitoring Fire by Air (S), enter the total number of flights conducted over the monitoring period. When the Initial Attack Resource Type is Monitoring Fire by Ground (T), enter the total number of persons times the total number of days for ground monitoring (e.g., 5 people x 3 days = 15). When counting either monitoring category, only count until monitoring is no longer the only action occurring for the incident. In other words once any type of suppression action occurs stop tracking monitor for this count.

*Initial Attack Amount is a required field for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, and 19.*

#### **Site Data**

##### **Special Area Type** (1999-2015) (Validation starts in 1999)

The Special Area Type designation where the incident took place. Special Area Type is defined as an area of significant administrative concern, required special consideration, or is officially designated or legislated. Special Area Type is often designated on a map. Make a selection from the "Special Area Type" drop down list.

<i>Special Area Type Code</i>	<i>Special Area Type</i>
04	Wilderness
05	Fire Protection Fields
06	Primitive Area
07	Research/Public Use Natural Area
08	Late Successional Reserve (LSR)
09	Wilderness Study Area
10	Endangered Species Critical Habitat
11	Tribal Allotment
12	Municipal Watershed
14	Nuclear Reservation
15	Roadless Area
16	Religious/Ceremonial Area
17	Monument
18	Recreation Area
19	Military Operations Area
20	Range Allotment
21	Wildland Urban Interface
22	Natural Area
23	Proposed Wilderness Area
24	Wetlands
25	Area of Critical Environmental Concern (ACEC)
26	Native Allotment (Alaska Native Claims Settlement Act Lands)
27	Wild and Scenic River Corridor
98	Other – Known (document in Remarks Section)
99	No Special Area Type Designation

*Special Area Type was an OPTIONAL field for the following Fire Types/Protection Types: 11, 12, 13, 15, 16, 19, 21, 22, 23, 24 and 26..*

**MSGC** (fuel **M**odel, **S**lope, **G**rass type, **C**limate class) (1998-2015) (Validation starts in 1999) The four (4) character National Fire Danger Rating System (NFDRS) designator describing site characteristics at the vicinity of the weather station associated with the incident that has been entered in the Weather Station field above. This value can be obtained from WIMS and is easily found on the DIDX screen, however local established procedures should be used to obtain this value. The four components are combined to generate NFDRS outputs. The four components are further defined below.

**MSGC Fuel Model:** The predominant NFDRS fuel model catalogued in WIMS. Make a selection from the "MSGC Model (NFDRS Fuel Model)" drop down list.

<i>NFDRS Fuel Model</i>	<i>NFDRS Fuel Model Description</i>
A	Western annual grasses
B	Mature brush (6 feet)
C	Open pine with grass
D	Southern rough
E	Hardwood litter (Fall)
F	Intermountain-west brush
G	Dense conifer with heavy litter
H	Short-needle conifer
I	Heavy slash
J	Medium slash
K	Light slash
L	Western perennial grasses
N	Sawgrass
O	High pocosin
P	Southern long-needle pine
Q	Alaska black spruce
R	Hardwood litter (Summer)
S	Tundra
T	Sagebrush with grass
U	Western long-needle pine

Full NFDRS fuel model descriptions and a FBPS fuel model to NFDRS fuel model crosswalk are provided below. The crosswalk chart could assist you in correlating the NFDRS fuel model to the FBPS fuel model reported in the previous field, however local established procedures should be followed to determine this value.

### **NFDRS Fuel Model Descriptions**

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**FUEL MODELS**

**PART 2: National Fire Danger Rating System (NFDRS) Fuel Models**

The following information was excerpted from: John E. Deeming, Robert E. Burgan, and Jack D. Cohen; "The National Fire-Danger Rating System—1978," General Technical Report, INT-39; USDA Forest Service, Intermountain Forest and Range Experiment Station; Odgen, UT; 1977; 63 p.

<b>The National Fire Danger Rating System - 1978</b>	
<b>Fuel Model Definitions</b>	
<i>Fuel Model A</i>	This fuel model represents western grasslands vegetated by annual grasses and forbs. Brush or trees may be present but are very sparse, occupying less than a third of the area. Examples of types where Fuel Model A should be used are cheat grass and medusa head. Open pinion-juniper, sagebrush-grass, and desert shrub associations may appropriately be assigned this fuel model if the woody plants meet the density criteria. The quantity and continuity of the ground fuels vary greatly with rainfall from year to year.
<i>Fuel Model B</i>	Mature, dense fields of brush 6 feet or more in height are represented by this fuel model. One-fourth or more of the aerial fuel in such stands is dead. Foliage burns readily. Model B fuels are potentially very dangerous, fostering intense fast-spreading fires. This model is for California mixed chaparral generally 30 years or older. The F model is more appropriate for pure chamise stands. The B model may be used for the New Jersey pine barrens.
<i>Fuel Model C</i>	Open pine stands typify Model C fuels. Perennial grasses and forbs are the primary ground fuel but there is enough needle litter and branchwood present to contribute significantly to the fuel loading. Some brush and shrubs may be present but they are of little consequence. Situations covered by Fuel Model C are open, longleaf, slash, ponderosa, Jeffrey, and sugar pine stands. Some pinion-juniper stands may qualify.
<i>Fuel Model D</i>	This fuel model is specifically for the palmetto-gallberry under story-pine over story association of the southeast coastal plains. It can be also used for the so-called "low pocosins" where Fuel Model O might be too severe. This model should only be used in the Southeast because of a high moisture of extinction.
<i>Fuel Model E</i>	Use this model after leaf fall for hardwood and mixed hardwood-conifer types where the hardwoods dominate. The fuel is primarily hardwood leaf litter. The oak-hickory types are best represented by Fuel Model E, but E is an acceptable choice for northern hardwoods and mixed forests of the Southeast. In high winds, the fire danger may be underrated because rolling and blowing leaves are not accounted for. In the summer after the trees have leafed out, Fuel Model E should be replaced by fuel Model R.
<i>Fuel Model F</i>	Fuel Model F is the only one of the 1972 NFDRS Fuel Models whose application has changed. Model F now represents mature closed chamise stands and oakbrush fields of Arizona, Utah, and Colorado. It also applies to young, closed stands and mature, open stands of California mixed chaparral. Open stands of pinion-juniper are represented; however, fire activity will be overrated at low wind speeds and where there are sparse ground fuels.

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**FUEL MODELS**

**PART 3: FBPS/NFDRS Fuel Model “Crosswalk”**

The following table was excerpted from: Hal E. Anderson; "Aids to Determining Fuels Models for Estimating Fire Behavior"; General Technical Report, INT-122; USDA Forest Service, Intermountain Forest and Range Experiment Station; Odgen, UT; April 1982; p. 18.

**PHYSICAL DESCRIPTION SIMILARITY CHART OF  
NFDRS AND FBO FUEL MODELS**

NFDRS MODELS REALINED TO FUELS CONTROLLING SPREAD UNDER SEVERE BURNING CONDITIONS

NFDRS FUEL MODELS	FIRE BEHAVIOR FUEL MODELS												
	1	2	3	4	5	6	7	8	9	10	11	12	13
A W. ANNUALS	X												
L W. PERENNIAL	X												
S TUNDRA	X					3rd			2nd				
C OPEN PINE W/GRASS		X							2nd				
T SAGEBRUSH W/GRASS		X			3rd	2nd							
N SAWGRASS			X										
B MATURE BRUSH (6FT)				X									
D HIGH POCOSIN				X									
F INTER. BRUSH					2nd	X							
Q ALASKA BLACK SPRUCE						X	2nd						
D SOUTHERN ROUGH						2nd	X						
H SRT-NDL CLSD. NORMAL DEAD								X					
R HRWD. LITTER (SUMMER)								X					
U W. LONG-NDL PINE									X				
P SOUTH. LONG-NDL PINE									X				
E HRWD. LITTER (FALL)									X				
G SRT-NDL CLSD. HEAVY DEAD										X			
K LIGHT SLASH											X		
J MED. SLASH												X	
I HEAVY SLASH													X

Figure 3. — Similarity chart to align physical descriptions of fire danger rating fuel models with fire behavior fuel models.

## Full Climate Class Descriptions

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#### CLIMATE CLASSES

##### PART 1: Descriptions of Climate Classes

The following table was excerpted from: "Gaining an Understanding of the National Fire Danger Rating System;" PMS-932/NFES-2665; National Wildland Fire Coordinating Group; May 2002; p. 57.

NFDRS Climate Class	Thornthwaite Humidity Province	Characteristic Vegetation	Regions
1	Arid	Desert (sparse grass and scattered shrubs)	Sonoran deserts of west Texas, New Mexico, southwest Arizona, southern Nevada, and western Utah; and the Mojave Desert of California.
1	Semiarid	Steppe (short grass and shrubs)	The short grass prairies of the Great Plains; the sagebrush steppes and pinyon/juniper woodlands of Wyoming, Montana, Idaho, Colorado, Utah, Arizona, Washington, and Oregon; and the grass steppes of the central valley of California.
2	Sub-humid (rainfall deficient in summer)	Savanna (grasslands, dense brush and open conifer forests)	The Alaskan interior; the chaparral of Colorado, Arizona, New Mexico, the Sierra Nevada foothills, and southern California; oak woodlands of California; ponderosa pine woodlands of the West; the mountain valleys (or parks) of the Northern and Central Rockies.
3	Sub-humid (rainfall adequate in all seasons)	Savanna (grasslands and open hardwood forests)	Blue stem prairies and blue stem-oak hickory savannas of Iowa, Missouri and Illinois.
3	Humid	Forests	Almost the entire eastern United States; and those higher elevations in the West that support dense forests.
4	Wet	Rain forests (redwoods, and spruce-cedar-hemlock)	Coast of northern California, Oregon, Washington, and southeast Alaska.

**MSGC Slope:** The predominant slope expressed as a range of percentages catalogued in WIMS. Make a selection from the "MSGC Slope" drop down list.

<i>Slope Class</i>	<i>Slope</i>
1	0 - 25%
2	26 - 40%
3	41 - 55%
4	56 - 75%
5	Over 75%

The "MSGC Slope" may or may not match the "Slope" reported above in this same Site Data block since that "Slope" is specific to the point of origin.

**MSGC Grass:** The predominant grass type catalogued in WIMS. Make a selection from the "MSGC Grass" drop down list.

<i>Grass Code</i>	<i>Grass Type</i>
A	Annual
P	Perennial

Annual grasses sprout from a seed each year, grow, reach maturity and die (usually all in one season). This process is not affected significantly by seasonal weather factors such as temperature or precipitation. As the season progresses, the loading of fine fuels associated with annual grasses shifts from live to dead.

Perennial grasses generally start in a dormant condition, grow, reach maturity, and go back into dormancy. Their cycle is greatly affected by temperature and precipitation. For perennial grasses, the shift from live to dead is much slower and may even stop or reverse if the right combinations of temperature and precipitation occur during the season.

Where both annual and perennial grasses occur together, select the type that is most prevalent.

**MSGC Climate:** The predominant climate class catalogued in WIMS. Make a selection from the "MSGC Climate" drop down list.

<i>Climate Class</i>	<i>Climate Class Description</i>

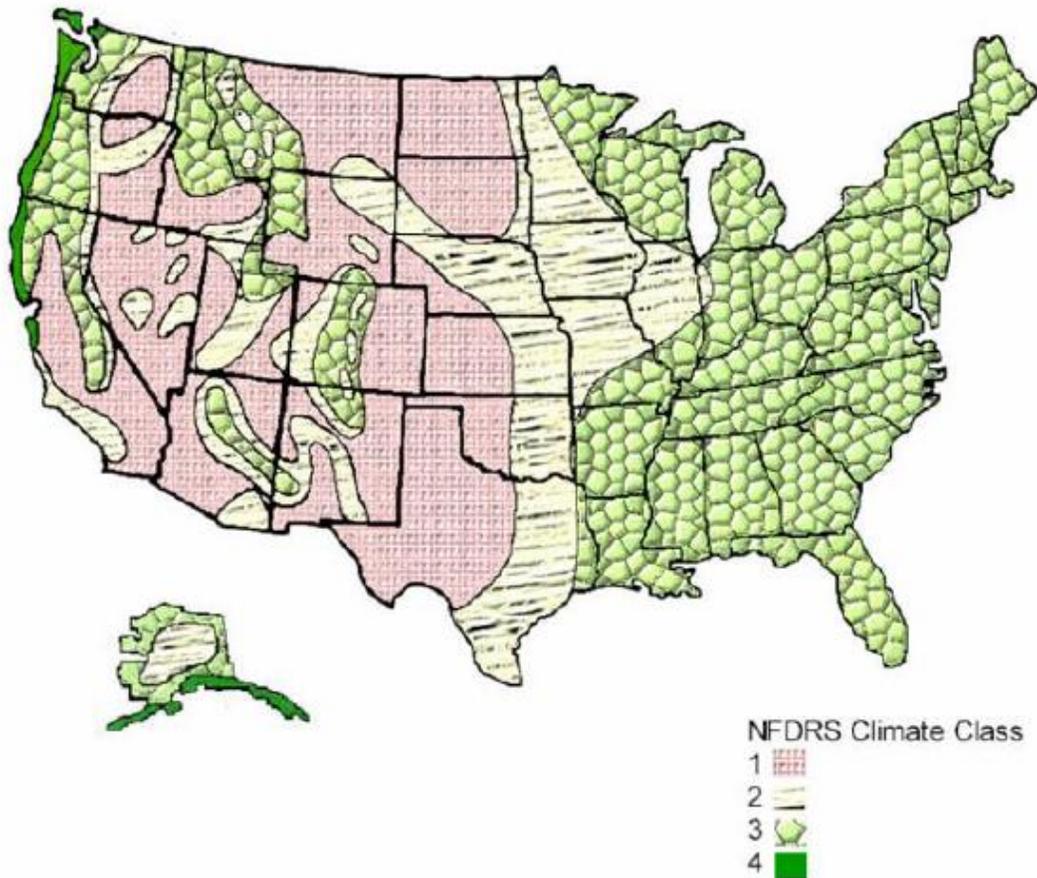
1	Arid/Semi-arid
2	Sub-humid (rain deficient in Summer)
3	Sub-humid (rain adequate all year)/Humid
4	Wet

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**CLIMATE CLASSES**

**PART 1: Map of Climate Classes**

The following map was excerpted from: "Gaining an Understanding of the National Fire Danger Rating System;" PMS-932/NFES-2665; National Wildland Fire Coordinating Group; May 2002; p. 58.



All four MSGC fields are required fields for the following Fire Type/Protection Types: 11, 12, 13, 15, 16, and 19.

**Fire Ecology Block** (2005-2015) (Validation starts in 1999)

This section of the Individual Fire Report contains fields describing the fire regime and pre-fire ecological conditions of the incident site. At least one set of data is required and must be entered in the first row. Additional rows are optional; however, if you report any portion of the additional rows, then all fields in that row are required

Note: after the initial data entry, WFMI will sort the sets (rows) of Fire Ecology data so that they are displayed in descending order according to the acreage reported for each set.

**Regime Group**

The fire regime group for land within the fire perimeter. Make a selection from the “Fire Regime Group” drop-down list.

<i>Fire Regime</i>	<i>Fire Return Interval</i>	<i>Fire Severity</i>	<i>Vegetative Examples</i>
I	0-35 years	Low Severity	Ponderosa pine, other long needle pine species, and dry site Douglas-fir
II	0-35 years	Stand Replacement	Drier grassland types, tall grass prairie, and some Pacific chaparral & southern rough ecosystems
III	35-100 years	Mixed Severity	Interior dry site shrub communities such as sagebrush and chaparral ecosystems
IV	35-100 years	Stand Replacement	Lodge pole pine and jack pine
V	Over 200 years	Stand Replacement	Temperate rain forest, boreal forest, and high elevation conifer species

*Fire Regime Group is required for the following Fire Type/Protection Types: 11, 12 and 13.*

**Pre-fire Condition Class**

The fire condition class that existed prior to the incident. Make a selection from the “Pre-fire Condition Class” drop-down list.

<i>Condition Class</i>	<i>Short Description</i>	<i>Full Description</i>
1	Within historical ranges	For the most part, Fire Regimes in this Fire Condition Class are within historical ranges. Vegetation composition and structure are intact. The

		risk of losing key ecosystem components from the occurrence of fire is relatively low. Maintenance management such as prescribed fire and/or mechanical treatments is needed to prevent these lands from becoming degraded.
2	Moderately altered from historic ranges	Fire Regimes on these lands have been moderately altered from their historical return level by either increased or decreased fire frequency. A moderate risk of losing key ecosystem components has been identified on these lands. To restore the historical fire regime, these lands may require restoration by prescribed fire, mechanical or chemical treatments, and the subsequent reintroduction of native plants.
3	Significantly altered from historic ranges	Fire Regimes on these lands have been significantly altered from their historical return interval. Vegetation condition, structure and diversity have been significantly altered. Because fire regimes have been extensively altered, the risk of losing key ecosystem components from fire is high. Consequently, these lands verge on the greatest risk of ecological collapse. To restore the historical fire regime these lands may require multiple mechanical or chemical restoration treatments before prescribed fire can be utilized to manage fuels or obtain other desired benefits.

*Pre-fire Condition Class is a required field for the following Fire Type/Protection Types: 11, 12 and 13.*

**Acres:** Number of acres burned within the fire perimeter for the associated Fire Regime Group and Pre-fire condition Class to the nearest tenth of an acre. The total acres reported in the Fire Ecology block must equal the "Controlled/Completed Acres" in the Fire Management Data block and the "Burned/Treated Acres" in the Statistical Data block above.

*Fire Ecology Acres is a required field for the following Fire Type/Protection Types: 11, 12 and 13.*

**Assist Information Sub-Form Instructions (1994-2015) (Validation starts in 1999)**

This section of the Individual Fire Report contains fields pertaining to fires for which the BLM provided reimbursable assistance or support (to another bureau, state, etc.) for suppression. Reimbursable assistance or support means that the fire is covered under either a pre-established agreement such as a cooperative agreement with a state or local agency or the fire is covered by a cost share agreement, AND monies are expected to transfer from any agency to the BLM.

*The data needed to complete all fields of this sub-form should be provided by either the local unit's FMO or fire business expert.*

The first block of the sub-form contains 12 fields that are automatically filled-in based on the data provided on the main fire reporting data entry screens. These fields are not editable on this

sub-form; however all fields except "Bureau", "State", and "Field Office" are editable on the main fire reporting data entry screens.

### **Fire Support Billing Information Fields:**

**Bill Number:** The BLM number assigned to the bill for suppression support. This number is NOT the FireCode number, rather it is the number assigned in the BLM Collections and Billings System (CBS) when BLM initiates a bill. The number begins with the four digit fiscal year the bill is initiated in and then 6 digits sequentially assigned by CBS.

*The Bill Number field is required for the following Fire Type/Protection Types: 37.*

**Name of Collection Contact:** Name of the BLM employee responsible for billings and collections for suppression support.

*The Name of Collection Contact field is required for the following Fire Type/Protection Types: 37.*

**Billed Amount:** The dollar amount (to the nearest cent) that another agency has been billed by the BLM for suppression support.

*The Amount Billed field is required for the following Fire Type/Protection Types: 37.*

**Billed Date:** The date the bill was sent to another agency for BLM suppression support.

*The Date Billed field is required for the following Fire Type/Protection Types: 37.*

**Collected Amount:** The dollar amount (to the nearest cent) received by the BLM from another agency for suppression support. If the full billed amount is not collected, make a note in Remarks as to reasoning.

*The Collected Amount is required for the following Fire Type/Protection Types: 37.*

**Collected Date:** The date the BLM received payment from another agency for suppression support.

*The Collected Date field is required for the following Fire Type/Protection Types: 37.*

**Remarks:** A pertinent narrative description of the billings and collections process.

Example of information notated in "Remarks":

“The mm/dd/yyyy billings or collections information was provided, who provided the information and their title, name of the person entering into WFMI). e.g., "02/27/2008 - \$7,824.21 billed to NDF on 02/26/2008, per J. Public, Fire Admin. (J. Doe)"

*The Remarks field is required for the following Fire Type/Protection Types: 37.*