

UNITED STATES DEPARTMENT OF THE INTERIOR  
BUREAU OF LAND MANAGEMENT  
Office of Fire and Aviation  
3833 South Development Avenue  
Boise, Idaho 83705

September 25, 2003

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EMS Transmission 09/25/03  
Instruction Memorandum No. OF&A 2003-048  
Expiration Date: 09/30/04

To: All State and Field Offices  
From: Director, Office of Fire and Aviation  
Subject: Implementation of the FireCode System

**Program Area:** This (IM) provides direction for offices regarding the issuance of fire and non-fire project numbers.

**Purpose:** The purpose of this IM is to provide administrative direction to Bureau of Land Management (BLM) offices to facilitate implementation of FireCode.

**Background:** In 2002, the Department of the Interior and the USDA Forest Service were directed by Congress to develop and implement a common fire coding structure to more easily capture suppression expenditures across all five wildland fire suppression agencies. An interagency project team was established and has developed interagency dispatch procedures and procedures for each agency's finance community to incorporate assigning one FireCode project number per fire for use by all five agencies.

**Policy/Action:** The FireCode System is an on-line, web-based application scheduled for implementation on October 1, 2003. Beginning on this date, dispatch offices will access the FireCode System to obtain project codes for fires. Each dispatch office will establish a FireCode System Administrator to provide oversight and coordinate system access for dispatchers and 'read only' access for managers and fiscal personnel.

Fire codes may be any combination of four digit alpha-numeric characters. The FireCode System will assign project codes sequentially, beginning with AAA1. The alpha designators "O" and "I" will not be used to avoid confusion with the numeric designators of "0" (zero) and "1" (one). These four digit alpha-numeric project numbers will replace our current alpha, numeric, numeric, numeric fire suppression project numbers (e.g., B895).

All four digit numeric (e.g., 1111, 9999) and all four character alpha (e.g., AAAA, CCCC) codes have been reserved for internal BLM use. The Office of Fire and Aviation will continue to use

7000 series codes for severity activities and will issue new 7000 series numbers for severity support to other agencies (previously coded to "Z" project numbers). The Office of Fire and Aviation will continue to use 999\_ series for fire mobilization costs, etc.

Project codes, including fire numbers, issued in Fiscal Year (FY) 2002 or FY 2003 that have been provided to the BLM National Business Center as carryover project numbers will be available for use in FY 2004.

The BLM Washington Budget Office (WO-880) will coordinate the assignment of non-fire project codes (i.e., PCS, state special project codes, special interest projects, etc.) to States/Centers to avoid duplication with FireCode project numbers.

The FireCode Project Team is currently conducting on-line training for dispatch offices and others who will require system access. The FireCode User's Guide, which provides detailed information regarding system access and capabilities, is available on the FireCode Project information website at (<http://www.nifc.gov/news/nicc.html>).

**Time Frame:** This IM is effective immediately. The FireCode System will be implemented Bureau wide on October 1, 2003.

**Budget Impact:** The total budget impact is unknown, however overall cost savings to the interagency fire program through use of the FireCode System is anticipated.

**Manual/Handbook Section Affected:** The 1202 Fire Reporting Directions and the Project Accounting User Guide will be revised to reflect the new FireCode system.

**Coordination:** This instruction is the result of coordination between the Department of Interior, USDA Forest Service, and the BLM National Business Center.

Questions regarding FireCode Program implementation should be directed to Dave Curry, (907) 356-5677. Questions regarding reserved project codes or issuance of internal BLM codes should be referred to Andy Smith at (208) 387-5161 or Shari Stewart (208) 387-5357.

Signed by:  
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Office of Fire and Aviation

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