



POSITION TASK BOOK PROCESS*

TO INITIATE TASK BOOK

Candidate provides **copy of documentation*** to FFSL Area Office
Documentation = course training certificates & certified task books for any prerequisite positions, and the "required" classes for the target position.

State of Utah standard:
PMS 310-1 "required" courses must be completed before the task book is initiated. PMS 310-1 "recommended" courses must be completed before the task book can be certified.

* Fire Dept. members go through UFRA for FFT2 & FFT1 (incl. certification & red cards)

- FFT1
- Crew Rep
- Engine Boss
- IC Type 5
- Etc.

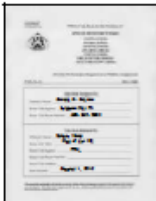
For positions **UP TO & including Single Resource**

OR

For positions **ABOVE IC5 & Single Resource**

- Strike Team Ldr
- Task Force Ldr
- IC Type 4
- IC Type 3
- Etc.

Area Manager/FMO ensures Trainee's readiness & **INITIATES TASK BOOK** to single resource level



State Office ensures Trainee's readiness & **INITIATES TASK BOOK** above single resource level

May occur concurrently

Trainee is completing all "recommended" NWCG training

Trainee works on & is evaluated on 3+ incidents

CLOCK STARTS:
3 years from first assigned task

Trainee: Make sure evaluators fill in all blanks on task book !

Trainee submits **copy of completed task book & training** to Area Manager / FMO

Note: Proof of training and completed task books submitted by late winter/early spring are more likely to be red-carded by summer

Area Manager / FMO reviews task book, verifies qualification & submits to State Office

Training Committee reviews task book & certifies qualification

State Office
For DNR employees: FFSL issues red-card
For FD members: FFSL submits info to UFRA, UFRA issues red-card



For more information about task books, see NWCG PMS 310-1 (2011)