

2021 BCWS Incident Management Teams

Team #	1	2	3	4	5	6
IC	Lemon, Steve (BCWS)	Murdoch, Hugh (BCWS)	Rennick, Scott (BCWS)	Rexin, Dennis (BCWS)	Healey, Mark (BCWS)	Young, Kyle (BCWS)
OSC	Campbell, George (BCWS)	Hall, Rance (BCWS)	Chalabi, Andre (BCWS)	Taudin-Chabot, Dan (BCWS)	Van Horn, D (BCWS)	Lax, Joe (BCWS)
PSC	Van Dolah, Kathy (W-TEAMS 1)	Smith, Chad (BCWS)	Laursen, Cliff * (BCWS) A&W	Walker, Kathy (W-TEAMS 1) BCTS	Pearcey, Robyn (W-TEAMS 1)	Oszadszky, P (BCWS)
LSC	Janning, Bruce (BCWS)	Aldred, Mike (BCWS)	Fenton, Clint (W-TEAMS 1) BCTS	Bowker, Steve (W-TEAMS 1) BCTS	Carrol, Cian (BCWS)	Collins, Amy (BCWS)
FSC	Stewart, Julie (W-TEAMS 1)	Thompson, Heather (BCWS)	Affleck, Tracie (BCWS)	Segin, Kelli (W-TEAMS 1)	Knutson, Sam (BCWS)	Unrau, Nicole (BCWS)
AOBD	Moon, Dave (BCWS)	Moreira, Bryce (BCWS)	Kitchen, Steve (BCWS)	Wylie, John (BCWS)	Kevin Cochrane (BCWS)	Ray Mikolash (BCWS)
SO	Sorenson, Gary (W-TEAMS 1)	Supported by RWCC or PWCC	Hanemaayer, John (W-TEAMS 1)	Paterson, Cam (W-TEAMS 1) BCTS	Berg, Norm (BCWS)	Olson, Steve (BCWS)
IO	Bonnet, Nicole (BCWS)	Lucius, Jody (BCWS)	Street, Shannon (W-TEAMS 1)	Drysdale, Marg (BCWS)	Tower, Forrest (BCWS)	MacAulay, Rosalie (W-TEAMS 1)
FBAN	Supported by PWCC	Kopetski, Eric (BCWS)	Bryan Bowman (BCWS)	Morrow, Mike (BCWS)	Supported by PWCC	Hicks, Dana (BCWS)
Supplementary Positions						
EOBD	Fast, Nick (W-TEAMS 1)	Garneau, Kris (W-TEAMS 1)	Supported by RWCC or PWCC	Ness, Brian (W-TEAMS 1)	Rebagliati, Dave (W-TEAMS 1)	Supported by RWCC or PWCC
Trainees						
	Sandy, Ben – Ops Roberts, Will – Ops Bildfell, Erin* - Plans Miller, Jeff* - Logs Spears, Susan* – Fin Akers, Jesse – SO	Werrell, Chris - Ops Chermesnok, Jen* – Fin Angus, Jeremy – Plans Stearns, Rhonda – Fin Bull, Erin – I/O Rommel, Justin – AOBD	McKay, Wes – Ops Milne, Teresa – Ops Crosby, Sam – Plans Hood, Stefan – Logs Neil, James * – Fin Paul, Andrew – AOBD Swift, Hannah -I/O Zuk, Brad – EOBD	Law, Mike, Ops Addie, Alanna* - Plans McKinley, Robin* - Logs Schroder, Kandy – Logs Martin, Vicki - Fin Jonuk, Greg* - IO Berglund, Iain – SO	Reynolds, Scott - Ops Duran, Matt – Plans Campbell, Kelsey – Fin Evdokimoff, M – Fin Harris, Dan - AOBD Fraser, Kyla – IO Raby, Bruce - EOBD Derhousoff, Shane * -Logs Trainer	Opal, Travis – Ops Ogilvie, T* – Plans Dornik, Danielle - Plans McNay, Kayla – Logs Weibe, Kim – Fin McLeod, Pam – Fin Johnson, Roslyn – IO Bigelow, Tim - EOBD
Trainers	Janowsky, Kim – IC Pence, Mitch – IC Trapp, Reg – IC Walbauer, Paula - Fin Conway Brown, Ken* – EOBD					

NOTE: * - denotes W-TEAMS * - denotes BCTS W-TEAMS * - denotes As and When BCWS

BC Wildfire Service

Assignment List

Assignment Type:	Incident
Assignment Name/Number:	K61884
Assignment Fire Centre:	Kamloops Fire Centre
Assignment Fire Zone:	Merritt Zone

Assigned Resources

Line No.	Group Name	Name	Home Fire Centre	Home Base Location	Primary Contact	Call Sign	Function	RRT Number	First Duty Date	First Operational Date	Last Duty Date	Last Operational Date	Planned Departure to Assignment	Planned Arrival at Assignment	Planned Departure to Home	Planned Arrival at Home	Seat Weight	Pack Weight	Dietary Restrictions	Allergies	Additional Information
59	IMT 3 - Rennick	Affleck, Tracie	Kamloops Fire Centre	Salmon Arm	s.22			56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19			s.2	s.22	
60	IMT 3 - Rennick	Bowman, Bryan F	Northwest Fire Centre	Smithers				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.2	65	2		
61	IMT 3 - Rennick	Chalabi, Andre	BCWS HQ	Cranbrook				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	2	60			
62	IMT 3 - Rennick	Crosby, Samuel D	Prince George Fire Centre	Prince George		4P16		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19		50			
63	IMT 3 - Rennick	Fenton, Clinton R		Clearwater	s.22			56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19					
64	IMT 3 - Rennick	Hanemaayer, John	Kamloops Fire Centre	Kamloops				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19			s.22		
65	IMT 3 - Rennick	Hood, Stefan	Southeast Fire Centre	Castlegar		South East 41		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.22	15		s.22	
66	IMT 3 - Rennick	Kitchen, Stephen C	Northwest Fire Centre	Terrace				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19		25			
67	IMT 3 - Rennick	Laursen, Cliff		Victoria	s.22			56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19					
68	IMT 3 - Rennick	Murray, Heather	Kamloops Fire Centre	Kamloops		P2M		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.2	25	s.22		
69	IMT 3 - Rennick	Neil, James	Coastal Fire Centre	Victoria				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19					
70	IMT 3 - Rennick	Paul, Andrew	Prince George Fire Centre	Prince George		4P6F		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.2	20			
71	IMT 3 - Rennick	Potter, Amber Rae	Prince George Fire Centre	Prince George	s.22	Sparks Safety Alpha		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.2		s.22	s.22	
72	IMT 3 - Rennick	Rennick, Scott	Kamloops Fire Centre	Lytton	s.22	5P72		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19					
73	IMT 3 - Rennick	Street, Shannon		Quesnel	s.22			56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19					
74	IMT 3 - Rennick	Swift, Hannah Karina	BCWS HQ	Kamloops				56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19	s.22	10	s.22	s.22	
75	IMT 3 - Rennick	Zuk, Bradley D	Southeast Fire Centre	Castlegar		SE 36		56-27323-1		2021-09-07		2021-09-19	2021-09-06	2021-09-06	2021-09-19	2021-09-19		64			
151	IMT 5 - Healey	Berg, Norman	Kamloops Fire Centre	Kamloops				56-26938-1		2021-08-27		2021-09-09									
152	IMT 5 - Healey	Campbell, Kelsey Leanne	Northwest Fire Centre	Smithers	s.22			56-26938-1		2021-08-27		2021-09-09					s.2	60			
153	IMT 5 - Healey	Carroll, Cian T	Northwest Fire Centre	Smithers				56-26938-1		2021-08-27		2021-09-09									
154	IMT 5 - Healey	Cochrane, Kevin	Coastal Fire Centre	Parksville				56-26938-1		2021-08-27		2021-09-09					s.	60	s.22		
155	IMT 5 - Healey	Derhousoff, Shane	Coastal Fire Centre	Campbell River				56-26938-1		2021-08-27		2021-09-09									
156	IMT 5 - Healey	Duran, Matthew	Cariboo Fire Centre	Quesnel	s.22			56-26938-1		2021-08-27		2021-09-09					s.2	25		s.22	
157	IMT 5 - Healey	Evdokimoff, Madison	Kamloops Fire Centre	Kamloops	s.22	5P4M		56-26938-1		2021-08-27		2021-09-09					2	65	s.22		
158	IMT 5 - Healey	Harris, Daniel	Coastal Fire Centre	Campbell River		2P82		56-26938-1		2021-08-27		2021-09-09									s.22
159	IMT 5 - Healey	Knutson, Samantha	Southeast Fire Centre	Castlegar				56-26938-1		2021-08-27		2021-09-09									
160	IMT 5 - Healey	Pearcey, Robyn	Southeast Fire Centre	Grand Forks		3J53		56-26938-1		2021-08-27		2021-09-09					s.2				
161	IMT 5 - Healey	Raby, Bruce	Prince George Fire Centre	Vanderhoof	s.22	4P41		56-26938-1		2021-08-27		2021-09-09					2	64			s.22
162	IMT 5 - Healey	Rebagliati, David A.	Southeast Fire Centre	Victoria				56-26938-1		2021-08-27		2021-09-09									
163	IMT 5 - Healey	Reynolds, Scott	Prince George Fire Centre	Prince George		4P13		56-26938-1		2021-08-27		2021-09-09					s.2	15	s.2	s.2	
164	IMT 5 - Healey	Shallow, Christopher Douglas		Prince George				56-26938-1		2021-08-27		2021-09-09									
165	IMT 5 - Healey	Tower, Forrest	BCWS HQ	Kamloops	s.22			56-26938-1		2021-08-27		2021-09-09									
166	IMT 5 - Healey	Van Horn, Darren	Prince George Fire Centre	Chetwynd				56-26938-1		2021-08-27		2021-09-09					s.2	20	s.22	s.22	
274	IMT 3 - Rennick	Affleck, Tracie	Kamloops Fire Centre	Salmon Arm						2021-08-16		2021-08-29									
275	IMT 3 - Rennick	Bowman, Bryan F	Northwest Fire Centre	Smithers						2021-08-16		2021-08-29					s.2	65			
276	IMT 3 - Rennick	Chalabi, Andre	BCWS HQ	Cranbrook	s.22					2021-08-16		2021-08-29					2	60			
277	IMT 3 - Rennick	Crosby, Samuel D	Prince George Fire Centre	Prince George		4P16				2021-08-16		2021-08-29						50			
278	IMT 3 - Rennick	Fenton, Clinton R		Clearwater						2021-08-16		2021-08-29									
279	IMT 3 - Rennick	Hanemaayer, John	Kamloops Fire Centre	Kamloops						2021-08-16		2021-08-29							s.22		
280	IMT 3 - Rennick	Hood, Stefan	Southeast Fire Centre	Castlegar	s.22	South East 41				2021-08-16		2021-08-29					s.2	15		s.22	
281	IMT 3 - Rennick	Kitchen, Stephen C	Northwest Fire Centre	Terrace						2021-08-16		2021-08-29					2	25			
282	IMT 3 - Rennick	Laursen, Cliff		Victoria						2021-08-16		2021-08-29									
283	IMT 3 - Rennick	Milne, Teresa	Southeast Fire Centre	Castlegar						2021-08-16		2021-08-29					s.2	65	s.22	s.22	
284	IMT 3 - Rennick	Murray, Heather	Kamloops Fire Centre	Kamloops	s.22	P2M				2021-08-16		2021-08-29					2	25			
285	IMT 3 - Rennick	Neil, James	Coastal Fire Centre	Victoria						2021-08-16		2021-08-29									
286	IMT 3 - Rennick	Paul, Andrew	Prince George Fire Centre	Prince George		4P6F				2021-08-16		2021-08-29					s.2	20			
287	IMT 3 - Rennick	Potter, Amber Rae	Prince George Fire Centre	Prince George		Sparks Safety Alpha				2021-08-16		2021-08-29					2		s.22	s.2	
288	IMT 3 - Rennick	Rennick, Scott	Kamloops Fire Centre	Lytton	s.22	5P72				2021-08-16		2021-08-29									
289	IMT 3 - Rennick	Street, Shannon		Quesnel						2021-08-16		2021-08-29									
290	IMT 3 - Rennick	Swift, Hannah Karina	BCWS HQ	Kamloops						2021-08-16		2021-08-29					s.2	10	s.22	s.22	
291	IMT 3 - Rennick	Zuk, Bradley D	Southeast Fire Centre	Castlegar		SE 36				2021-08-16		2021-08-29					2	64			
364	IMT 5 - Healey	Berg, Norman	Kamloops Fire Centre	Kamloops	s.22					2021-08-06		2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					
365	IMT 5 - Healey	Campbell, Kelsey Leanne	Northwest Fire Centre	Smithers						2021-08-06		2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	s.2	60			
366	IMT 5 - Healey	Carroll, Cian T	Northwest Fire Centre	Smithers						2021-08-06		2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					

367	IMT 5 - Healey	Cochrane, Kevin	Coastal Fire Centre	Parksville	s.22					2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	s.2	60	s.22		
368	IMT 5 - Healey	Derhousoff, Shane	Coastal Fire Centre	Campbell River						2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					
369	IMT 5 - Healey	Duran, Matthew	Cariboo Fire Centre	Quesnel	s.22					2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	s.2	25		s.22	
370	IMT 5 - Healey	Evdokimoff, Madison	Kamloops Fire Centre	Kamloops		5P4M				2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	2	65	s.22		
371	IMT 5 - Healey	Harris, Daniel	Coastal Fire Centre	Campbell River		2P82				2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					s.22
372	IMT 5 - Healey	Knutson, Samantha	Southeast Fire Centre	Castlegar						2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					
373	IMT 5 - Healey	Pearcey, Robyn	Southeast Fire Centre	Grand Forks		3J53				2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	s.2				
374	IMT 5 - Healey	Raby, Bruce	Prince George Fire Centre	Vanderhoof		4P41				2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	2	64			s.2
375	IMT 5 - Healey	Reynolds, Scott	Prince George Fire Centre	Prince George		4P13				2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19		15			
376	IMT 5 - Healey	Shallow, Christopher Douglas		Prince George						2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					
377	IMT 5 - Healey	Tower, Forrest	BCWS HQ	Kamloops						2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19					
378	IMT 5 - Healey	Van Horn, Darren	Prince George Fire Centre	Chetwynd	s.22					2021-08-06	2021-08-19	2021-08-06	2021-08-06	2021-08-19	2021-08-19	s.2	20	s.22	s.2	

2021 PERSONNEL INFORMATION EXCHANGE

PIE AI Attached: ☐

General Information

CIFFC RO #	077	Rev:	Lending Agency	SOPFEU
			Duty Officer 24hr #	s.22
Travel / Depart Date	23-Jul-2021		Agency Representative	Sylvain Guitard
Receiving Agency	BC		24hr Cell #	s.22
Receiving Agency #	71W22BA		Lending Agency #	EP-5-103

Resource & Type

Initial Attack Crew	Type 1	<input type="checkbox"/>	RR 50-24095-1 71W22KC IMT 4 IC - Dennis Rexin 778-364-1149 Check in with Plans
Sustained Action Crew	Type 1	<input type="checkbox"/> Type 2 <input type="checkbox"/>	
Incident Management Team	Type 1	<input type="checkbox"/> Type 2 <input type="checkbox"/>	
Overhead Personnel		<input checked="" type="checkbox"/>	

Personnel Information

[illegible]

Misc. Cargo (Enter Item & Weight)	
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[illegible]

All personnel to come with items listed in ANNEX D of the MARS unless specified below.

Additional Information



**MINISTRY OF FORESTS, LANDS, NATURAL
RESOURCE OPERATIONS & RURAL
DEVELOPMENT**

British Columbia Wildfire Service

**FIRELINE
CERTIFICATION
MANUAL
April 2019**



Photo Credit: Billy Stevens

The 2019 edition of the *Fireline Certification Manual* has been endorsed by the BC Wildfire Service Leadership Team. The 2019 *Fireline Certification Manual* is an update on the 2015 manual.

The most recent version of the Fireline Certification Manual will be available on the [BCWS Resource Centre](#) by April on update years. Any change of certification requirement, e.g. training, experience or competency, will have a one year window, from April to April, to be implemented. Personnel who have had certification requests assessed using a previous version of certification manuals will have one full year to meet the previous criteria. If shortfalls have not been met after the time frame candidates will be required to be assessed against the most current version of certification manual. Previous certifications requirements are to be honoured unless otherwise noted.

Acknowledgement to the following groups and business areas for their participation:

Training Working Group
Aviation Working Group
Fire Sciences

Operations Working Group
Information Working Group
Fire Investigations

Corp Wildfire Services Leadership Team
Claims and Litigation

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Photo Credit: Brendan Mullin

INTRODUCTION

The standards outlined in the *BC Wildfire Service Fireline Certification Manual*, comply with the British Columbia Emergency Management System (BCEMS) and are based on positional titles and structure for the management of wildfires and other emergency incidents under the Incident Command System (ICS). The *Fireline Certification Manual* contains the certification requirements for personnel performing incident level and coordination centre level ICS and non-ICS positions.

In order to ensure personnel are adequately prepared to meet the challenges of wildfire management in British Columbia, considerations for current positions have been incorporated. This manual focuses on required training, experience and behavioural assessment processes of positions utilized by the BC Wildfire Service.

BCWS is committed to working with all staff to ensure training, experience and behavioural competency opportunities occur. This commitment is guided by the *2017- 2022 BCWS Strategic Foundation - People and Organizational Excellence and Expertise* strategic goals.

The 2018 update of the *BC Wildfire Service Fireline Certification Manual* concentrates on the certification process, the role of certification committees, certification terminology, as well as certification requirements. There are several small changes throughout this update, specifically to the experience required for position certification.

Maintenance of the *Fireline Certification Manual* is the responsibility of the Superintendent Staff Development and Safety. The BCWS business area leads are responsible to provide input and direction for the qualification criteria for positions in their fields. All proposed changes will be reviewed for consistency and program alignment. The *Fireline Certification Manual* will be updated every two to four years depending on the operational requirements and to ensure that it accurately reflects the mandate and goals of the BCWS Strategic Plan.

The standards outlined in this document will be followed for all certification decisions of BCWS personnel from April 2019 until replaced or otherwise noted.

CERTIFICATION

The criteria for certification are based on three core requirements: training, experience and behavioural competencies.

An individual will receive certification for a position when all identified requirements have been met and is endorsed by an authorized certification committee.

The above statement is the basis of the *BC Wildfire Service Fireline Certification Manual* and shall be the goal of all participating personnel to adhere to.

CORE CERTIFICATION REQUIREMENTS

TRAINING

Training needs are typically identified by individuals in their *My-Performance Learning Development Plan* or *BCWS Learning Plan*. Training needs may also be identified in an employee's performance evaluation or supervisors' recommendation; these recommendations need to be recorded in the employee's learning plan. Individual training needs are submitted, reviewed and prioritized based on Zone, Centre and Provincial needs. This prioritization is facilitated through regional and provincial training plans.

Training requirements are normally met through BCWS delivered training by in-house staff /contractors. Competency related training may be delivered through the MyLearning system. Additionally, personnel may receive training through recognized training providers such as CIFFC National training courses or ICS training providers e.g. JIBC.

Credit may be given for courses/training obtained by individuals outside of their employment with the BCWS (e.g. training received in other wildfire agencies or continuing studies courses taken on an employee's own time).

Depending on the level of course; verification of equivalency to BCWS courses is required by either Centre Staff Development coordinators or the Superintendent Staff Development before training can be credited to an employee's Training Partner record and approved as meeting the requirements for certification. It is the responsibility of the applicant to prove that the training they received is equivalent and that they have met the learning objectives.

EXPERIENCE

The number of days an individual performs in a fireline, or support position shall be recorded on a performance evaluation form. There are several options for performance evaluation available depending on the role filled. For individuals acting as a single resource, the *Single Resource Performance Evaluation Form (FS 469)* is required. For Unit Crews performance is tracked through the *Unit Crew Performance Evaluation Form (FS 1385)*. For crew personnel (leaders and crew members) the *BCWS Fireline Logbook (FS 469A)* will be utilized to record fireline experience. Experience gained outside of fire line activities needs to be evaluated on a case by case basis

Performance must be evaluated as 'Meets Expectations' or 'Satisfactory' to qualify as valid experience for certification purposes. The employee must have at least one performance evaluation in the role that they are applying for prior to getting full certification.

It is the responsibility of both the immediate line supervisor and employee to ensure that performance evaluations/ fireline logbooks are completed. Performance evaluations must be completed by the immediate assignment supervisor of the individual or crew (FS 469 & FS 1385) and jointly reviewed. For positions certified at the zone level the *BCWS Fireline Logbook (FS 469A)* will be sufficient documentation provided it is initialed by supervisors. See Appendix 2 for detailed guidance on use of the FS 469 Performance Evaluations.

Individuals must submit performance evaluations and/or log books to their regular supervisors for review. Entry of individual experience records into Training Partner will be completed by the Zone/Centre designates and/ or Fire Centre Staff Development Coordinator.

BEHAVIOURAL COMPETENCIES

BC Wildfire Service is in the process of completing behavioural competency requirements for most ICS and program specific positions. Several positions currently have behavioural competencies that are being used as a qualification for certification requests. Behavioural competency development for remaining key position will be completed by 2020.

A candidate's behavioural competencies for certification will be reviewed by the appropriate Certification Committee. If it is unclear whether an individual meets a competency, further information will be requested by the Certification Committee from the candidate. The candidate will then be required to provide examples and references to validate information.

USE OF CIFFC OR INTERNATIONAL RESOURCE SHARING AGREEMENTS

During periods of heightened emergency response operations, or during incidents requiring response by specially trained personnel, the BCWS may receive the assistance of other agencies from outside of British Columbia.

Resource sharing agreements allow other agencies' certifications to be recognized based on the standards of their home jurisdiction (e.g. they may act in ICS positions in BC without meeting the requirements of the *BCWS Fireline Certification Manual* if they are certified in the given positions in their home jurisdiction). This same recognition is extended to BCWS staff when they are deployed outside of British Columbia. If out of province resources are used in roles other than requested, the AREP must confirm the individual is certified and must complete the CIFFC resource reassignment form.

EXTENUATING EMERGENCY SITUATIONS

In the event the Province of BC is under extreme duress due to wildfire activity and additional wildfire emergency response personnel are unavailable, decision may be made by the Wildfire Leadership Team and/or local fire centre management to allow personnel who are not certified, to perform in roles identified in the *BC Wildfire Service Fireline Certification Manual*. Personnel must have a suitable level of training, experience and competency to fill the position and be deemed qualified to perform the function. Appropriate supervision provisions must be in place for all non-certified personnel.

"qualified means being knowledgeable of the work, the hazards involved and the means to control the hazards, by reason of education, training, experience or a combination thereof;"

CERTIFICATION DECISION PROCESS & RECOURSE

The following section outlines the steps for certification and the process for review and appeal.

CERTIFICATION REQUEST

As part of their annual performance review an individual should discuss with their supervisor their certification goals. A supervisor can assist in evaluating the individuals' skills and experience and help determine if they meet all the required training, experience and behavioural competencies for a given position. Once they have their supervisors support an individual must submit an application for certification upgrade through the Zone or Center certification panel. Wildfire TEAMs participants should discuss certification requirements and upgrades with their local Wildfire Officer.

The responsibility to initiate a request for certification lies with the individual employee. The employee must review the requirements of the position and ensure they meet the identified criteria. For all certifications administered at the Centre and Provincial Certification Committee level, an *Application for Certification Upgrade Form* (FS 1391) is to be submitted with all documentation attached including relevant Performance Evaluations, letters of support, references from other employers (if an applicant is claiming relevant experience from other work.)

Review of submitted certification applications by the Certification Committees will occur once a year, at the conclusion of the fire season. Unless there is a crucial requirement to have a certification change take place, the Certification Committees (Zone, Centre & Provincial) will only convene once a year. This provides a consistent approach to certification for the organization.

The time requirements needed for a certification review may vary depending on the type of certification requested and the level of Certification Committee. Some positions will not require employee application for certification and will be given to employee when the employee has met the identified criteria, e.g. fire fighter 1 or dispatch level 4. Certifications of this level will be managed by appropriate committee.

APPROVALS

If an individual meets the requirements for training, experience and behavioral competencies, the employee's record in Training Partner will be updated to show the approved certification. The individual's record will be modified by the appropriate certification committee or designate. At no time should an individual update their own certification record. Depending on the nature of the certification, a formal letter of endorsement may be sent out to the applicant.

SHORTFALLS

If there are uncertainties around an individual's training, experience, or competency requirements, the individual may not have their certification request approved. An individual may be required to acquire additional training, experience, or competencies before approving a certification request. This may occur if a Certification Committee deems the majority of the individual's experience has been attained in the same type/complexity of incident and more variety is required. Trainee certification may be considered in this case until the identified deficiency is met. A notation shall be made in the employee's TP record and candidate will be notified as to what the shortfalls are and what is needed to overcome them.

REVIEW PROCESS

An applicant may request feedback from the appropriate Certification Committee regarding an application for certification. The feedback will take place between the applicant and a member of the reviewing Certification Committee.

APPEAL PROCESS

If an applicant is not satisfied with the review, the individual may request a re-examination of their application for certification. The applicant must provide a written appeal request with supporting rationale to the local committee chair. A discussion shall occur between the chair and the individual on the shortfalls. If resolution cannot be reached the appeal will then be forwarded to the next level certification committee chair for review.

If the certification is under authority of the Zone Certification Committee, the Centre Certification Committee chair will review the decision. If the certification is under the authority of the Centre Certification Committee, it would be elevated to the Provincial Certification Committee chair for review. If the certification is under the authority of the Provincial Certification Committee, the appeal will be reviewed by the Director of Operations. For specialized function certifications, the business/function area leads may be included in the review.

After a review of an appeal is completed, it will be signed off by the local excluded manager of authority. The appeal review response will be coordinated through the appropriate certification committee chair to the appellant.

CERTIFICATION COMMITTEES

There are three levels of Certification Committees within BC Wildfire Service: Zone, Centre and Provincial. The Certification Committees are comprised of BCWS staff who will review employee certification utilizing the *BCWS Fireline Certification Manual*. Certification Committees are only to make changes to certifications that are within their scope of authority.² For certifications outside the scope of a Certification Committee, the committee will forward their recommendations for change to the appropriate committee level, e.g. Zone to Centre or Centre to Provincial.

It is recognized that there are specific areas of expertise within BC Wildfire Service that have a role in determining certification levels within established business area, (e.g. Fire Cause Investigation, Aviation, Fire Behaviour Specialist, Information and Corporate Wildfire Services). When appropriate, authorized business area staff will be consulted regarding certification requests that pertain to the business area for input, (e.g. Centre Services Officer regarding Finance Section certifications, or Centre Aviation staff regarding aviation certifications). The certification will be based on feedback received through consultation, but the final decision will be made by the appropriate Certification Committee.

ZONE CERTIFICATION COMMITTEE

Zone Certification Committees should be established in each BCWS Fire Zone. The Zone Certification Committee should be composed of a minimum of two members. One of these members must be the Wildfire Officer. The other member may be any appropriate Zone or Fire Centre staff.

The Zone Certification Committee is responsible for all personnel who regularly work within the Zone. This includes all BCWS, Wildfire TEAMS and Statutory hired staff. The Zone Certification Committee will annually review and make changes as required to certifications of staff under their authority, as designated in the *Fireline Certification Manual*. All changes to certification must be documented and accompanied by a transparent review of how the applicant met the defined experience, training and competency requirements in the *Fireline Certification Manual*. All certification changes should be communicated to the Certification Committee the level above, e.g. Zone to Centre.

This annual review should be completed by December 1. Zone Certification Committees should ensure Training Partner records for their employees are accurate and up to date. Training Partner must be used to record any *Fireline Certification Manual* documentation (e.g. training, experience and certification) for Zone personnel under their responsibility. Effort should be made to complete all update certification entries into Training Partner by mid-December.

The Zone Certification Committee will make recommendations regarding changes to their employee's certifications outside their authority. The written recommendation should be included with the individual's *Application for Certification Upgrade* form (FS 1391) and forwarded to the Centre Certification Committee.

All certifications completed by Zone Certification Committees must be documented and forwarded to the Centre Certification Committee for review by December 1.

² [Appendix 1: Certification Level Listing](#)

CENTRE CERTIFICATION COMMITTEE

Coordination Centre Certification Committees are established in each of the six Regional Wildfire Coordination Centres and at the Provincial Wildfire Coordination Centre (PWCC). The Centre Certification Committee should be comprised of a minimum of three members. These members shall consist of: The Fire Centre Manager or Deputy, The Senior Wildfire Officer – Operations and the Staff Development Coordinator. Additional members may be added to the committee at the discretion of the Centre Manager.

The Centre Certification Committee is responsible for all personnel who regularly work within the Centre, including Zones. This includes all BCWS, Wildfire TEAMS and Statutory hired personnel. The Center Certification Committee will annually review and make changes to certifications of staff under their authority as designated under the *Fireline Certification Manual*. All changes to certification must meet the defined experience, training and competency requirements in the *Fireline Certification Manual*.

Centre Certification Committees will annually review and make any appropriate changes to the certifications of staff under their authority, considering the recommendations of Zone Certification Committees and using the *Fireline Certification Manual*. The Centre Certification Committee annual review will be completed by December 15th

Centre Certification Committees will ensure Training Partner records for their employees are accurate and up to date. Training Partner must be used to record any *Fireline Certification Manual* documentation (e.g. training, experience and certification) for Centre personnel under their responsibility. Ideally, all certification entries at the Centre level will be entered into Training Partner by mid-January.

The Centre Certification Committee will make recommendations regarding additions or changes to certifications outside their authority. The written recommendation should be included with the individual's Application for Certification Upgrade form (FS 1391) and forwarded to the Provincial Certification Committee by December 31st at the latest.

PROVINCIAL CERTIFICATION COMMITTEE

The Provincial Certification Committee will be comprised of three members. The membership will consist of the Superintendent of Staff Development & Safety, the Superintendent Wildfire Preparedness and Operations, and the Manager of Wildfire Operations.

The Provincial Certification Committee will annually review and confirm changes to the certifications of any personnel within BCWS using the *Fireline Certification Manual*. The Provincial Certification Committee will review the recommendations of the Centre Certification Committees for Centre personnel and a decision with rationale will be made on certification requests. Certification requests for the Provincial Certification Committee should be in electronic format and forwarded to the Provincial Certification Committee lead by December 31st.

The Provincial Certification Committee annual review will be completed by January 31st and Training Partner records will be updated. All such entries to TP should be made prior to start of fire season April 1.

CERTIFICATION TYPES

Under the *BC Wildfire Service Fireline Certification Manual*, a person may be recognized as certified, a trainee, decertified, or inactive in any given ICS or program specific position covered by this manual. Each of these certification statuses indicates a level of proficiency. The following definitions will be used and applied consistently by Certification Committees when reviewing an individual's request for certification.

CERTIFIED:

Defined as a person who meets all of the training, experience and behavioural competencies required for a given position. The individual has applied with all supporting documentation, been endorsed by the appropriate Certification Committee and demonstrated competency at the role with supporting documentation.

An individual who is certified in a given position may be deployed in that position without restrictions. Certification is maintained unless an individual has been inactive in that position for a period greater than ten years or if performance dictates a change in certification.

TRAINEE:

Trainee certification can be utilized when an individual is near the certification standard but fails to meet all requirements. A person may be a trainee if they meet the following thresholds of training, experience and competency requirements and are deemed *qualified* and *capable* by an appropriate certification committee. There may be legacy entries in Training Partner indicating Under Implemented, these will be treated as the same as Trainee.

Training

An individual must have **at least 75%** of the identified training courses required to qualify for trainee status, e.g. 3 of 4 required courses.

Experience

An individual must have **at least 75%** of the required days for certification and satisfactory performance has been demonstrated, e.g. 38 of 50 required days. Any fireline days rated as ME as a trainee will count towards experience at that certification level. (E.g. 14 days as IC3T will count as IC3 experience requirements.)

Competency

Where competencies have been identified for a position, an individual must have **met 75%** of the required behavioural competencies to qualify for trainee status. These will be evaluated by the certification committee where appropriate.

In the event a position does not have competencies defined the candidate will be evaluated on training and experience requirements only.

A trainee must be certified at the position immediately below the trainee position and have demonstrated competency operating in the certified position, e.g. certified IC 4 and IC 3T. Under no circumstances will an individual be a trainee in more than one level in the same hierarchal position, e.g. IC 4T & IC 3T.

If a candidate meets the trainee requirements and the Certification Committee determines the individual does not pose a risk to themselves and/or others and is capable to perform in the role the individual will be endorsed for trainee status. The individual would be considered **qualified**³ to perform in the role, but not yet certified.

Shortfalls must be jointly identified between committee and applicant. A plan to address requirements shall be developed to achieve needed learning, experience and/or competencies deficiencies.

³ <http://www2.worksafebc.com/Publications/OHSRegulation/Part1.asp>

Prior to being deployed in a trainee position, discussion between the deploying zone/centre and the receiving zone/centre will occur to confirm the individual's suitability. The assignment supervisor of any trainee personnel must be made aware of the situation so that they can make a decision about providing increased supervision and/or monitoring of performance if required. Depending on the role, trainees may work independently or be partnered with a trainer for increased support and guidance.

It should be noted that being a trainee is a common and often obligatory step enroute to becoming certified. Trainee status will remain in place until deficiencies have been met and individuals are endorsed by the appropriate certification committee.

INACTIVE:

Inactive status is defined as when a person has previously been certified in a position but has not performed in the role or equivalent, maintained continuity with emergency response for a significant period of time, or maintained a requirement for certification as outlined in the certification requirements (e.g. chainsaw exams, essential skills checklists). BCWS employees who have been actively involved with emergency wildfire response will be considered to have maintained continuity and five years for personnel who have had limited or periodic involvement (e.g. Wildfire TEAMS personnel, statutory hires and retirees).

Certified status is utilized to determine accurate numbers of personnel who are available for immediate deployment purposes. Many personnel are certified for multiple positions they do not actively engage in. Through the use of inactive status, the pool of available participants is more accurately reflected. An individual on inactive status may still be requested to participate in that role in the future, but should not be counted as active for immediate availability. Supervisors and Certification Committees should conduct regular reviews of staff to determine inactive status of personnel.

To return to certified status from inactive, a person may be required to acquire refresher training, experience, or behavioural competencies. In certain cases additional briefings and supervision or coaching may be utilized. Re- certification should occur on a case-by-case basis by the appropriate Certification Committee.

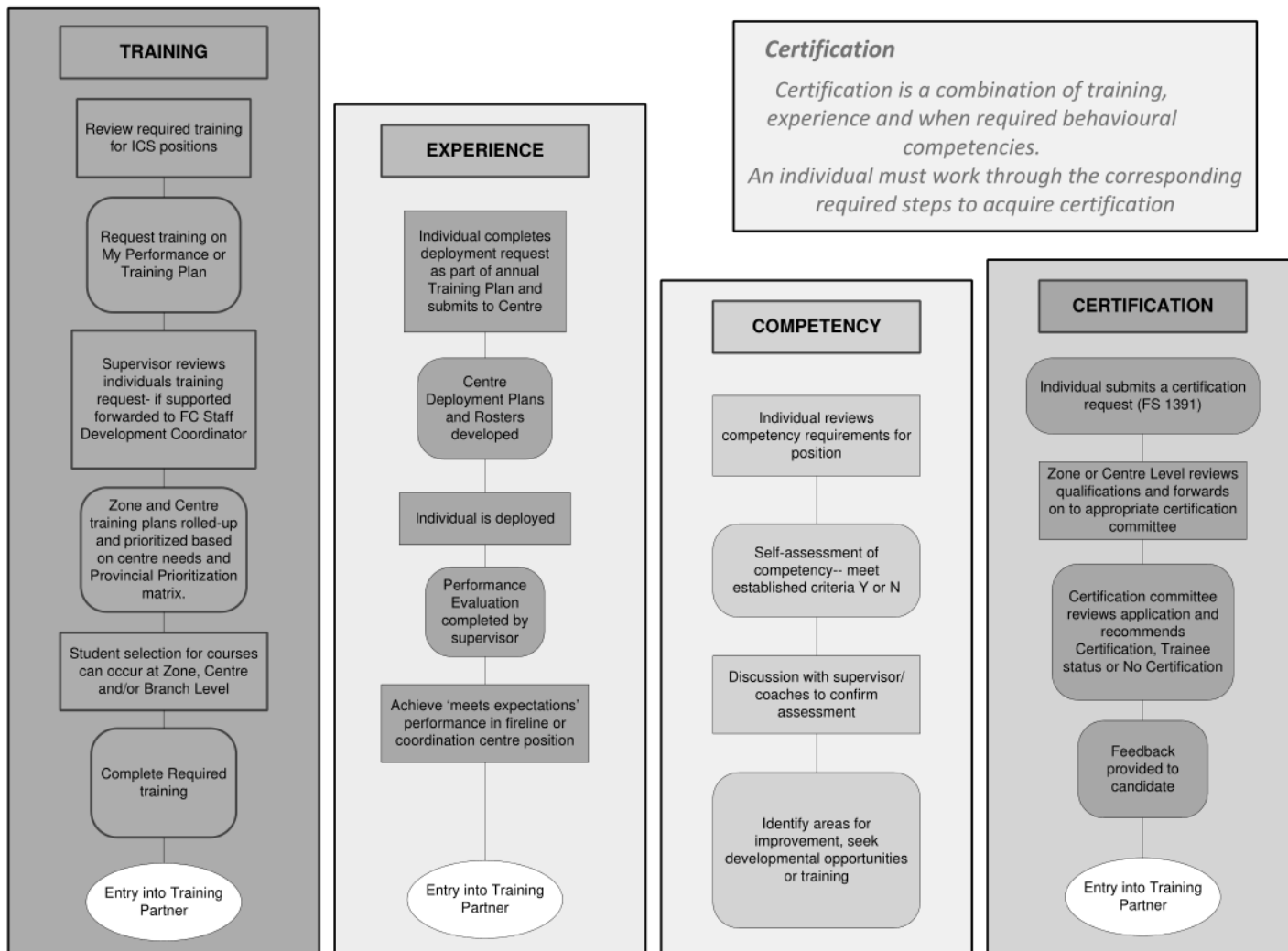
DECERTIFIED:

If an individual has demonstrated practices outside of acceptable performance or a critical lack of behavioural competency at the position, as noted in an evaluation, decertification may occur. The appropriate panel chair is to coordinate the review, with Business Area consultation as required. The decision is to be communicated to the staff member in a timely fashion and to identify what training, experience or competency needs to be addressed and a plan to be developed jointly to address the shortfalls.

Unsupported certifications may have occurred with past certification decisions. The appropriate panel may be required to analyze a historical certification to confirm if requirements were met for that period in time. The staff member may be asked to provide documentation if their TP record is lacking supporting details. Employees who fail to have supporting documentation on training and experience for positions may result in removal of certification.

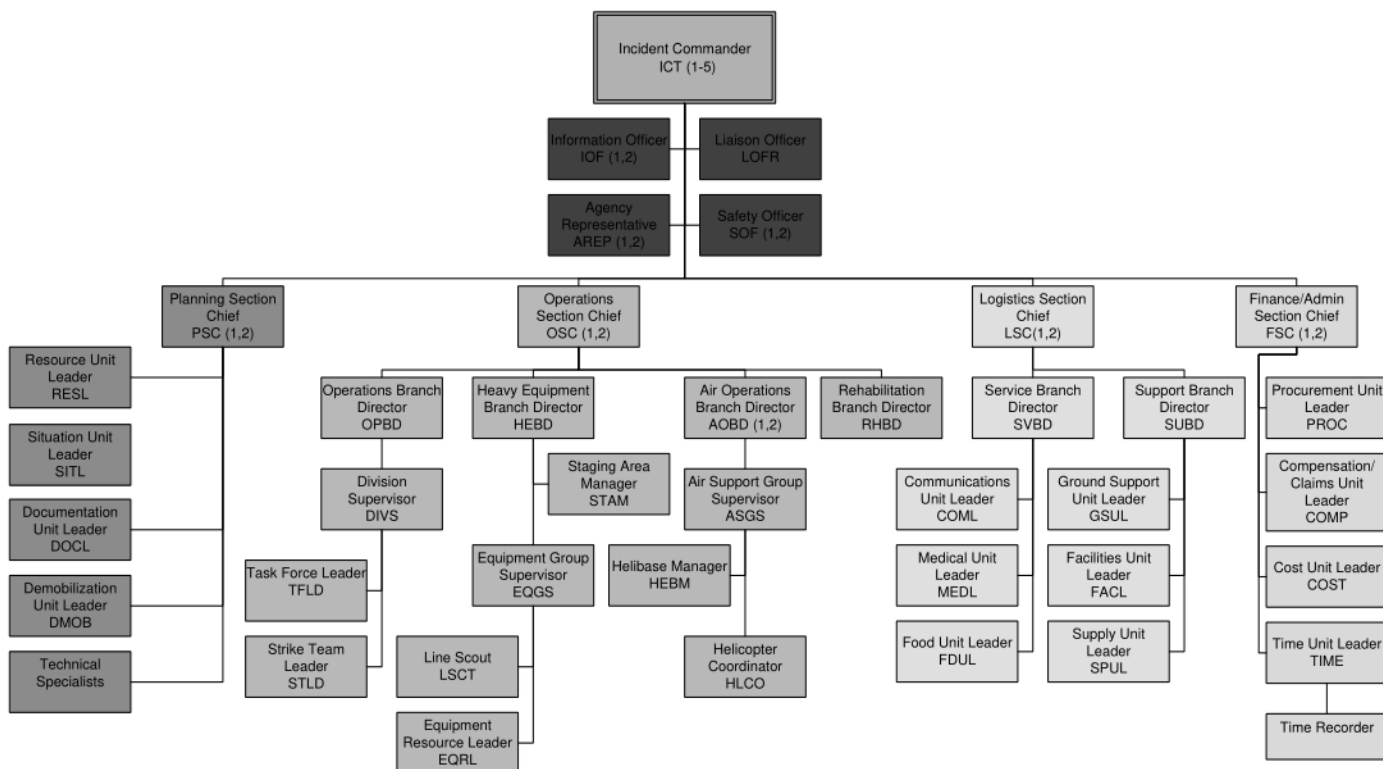
A decision to decertify must be discussed between the Certification Committee and the individual. If an additional review is requested, it must take place between the individual and a member of the reviewing Certification Committee. Rationale on why the decertification occurred will be provided. The review process follows the same format as the appeal process identified on page 10 of this document.

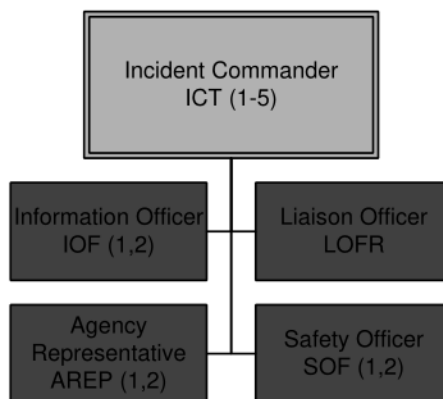
An individual who is decertified in a position should not be deployed in that position until their status changes to trainee or certified. If decertification has occurred, upon addressing identified deficiencies, an individual may re-apply for certification as per the standard certification process.



INCIDENT COMMAND SYSTEM IN BCWS

The following is an example of a fully activated Incident Command Organization. Although it is unusual to completely staff a fully activated Incident Command Organization it is important to understand the structure and associated pre-determined positions. Typically on a larger fire/incident, the Operations Section grows in size from the bottom upward to meet the requirements of the incident. The other sections grow as required to support the incident.



COMMAND SECTION

Position	Training Required	Experience Required	Competency (Level)	Certified By
Incident Commander 1	As ICT 2	<ul style="list-style-type: none"> - 25 days at certified ICT 2 level (not trainee) and 25 combined days at LSC 1, PSC 1, and OSC 1 - Must have competency assessment completed by certified ICT 1 	<ul style="list-style-type: none"> - Results Focus (4) - Service Orientation (4) - Teamwork and Cooperation (2) - Decisive Insight (4) - Managing Organizational Resources (4) - Planning, Organizing and Coordinating (4) - Self-Control (4) - Engaging External Partners (3) - Impact and Influence (4) - Developing Others (4) - Empowerment (4) - Leadership (5) 	Provincial

PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Incident Commander 2	As ICT 3 + S-400, S-490, I-400, S-411	- 50 combined days at ICT 3 or above work (PSC 1, PSC 2, LSC 1, LSC 2, AOBD 1, OSC 2), with a minimum of 25 days being ICT 3 & Ops positions (OSC 2 or greater)	<ul style="list-style-type: none"> - Results Focus (4) - Service Orientation (4) - Teamwork and Cooperation (2) - Decisive Insight (4) - Managing Organizational Resources (4) - Planning, Organizing and Coordinating (3) - Self-Control (4) - Engaging External Partners (3) - Impact and Influence (3) - Developing Others (3) - Holding People Accountable (4) - Leadership (4) 	Provincial
Incident Commander 3	As ICT 4 + S-370, S-311, L-380, I-300	<ul style="list-style-type: none"> - 50 days of any combination of ICT 4 level, TFLD, EQGS, and STLD, with minimum 15 days at ICT 4 - Will have Trainee status until ability at role is demonstrated 	- NOTE: Must show competency in building experience with other sections (Plans, Logistics, F&A)	Centre
Incident Commander 4	As ICT 5 + S-211, S-330, S-345	<ul style="list-style-type: none"> - 20 days at ICT 5 or 35 Days STLD/TFLD - Must demonstrate variety of command experience with multiple resources and varying complexity 		Centre
Incident Commander 5	As SRL + S-260, I-200	- 10 days as SRL		Zone

PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Information Officer 1 - Incident	As IOF 2 + I-300	<ul style="list-style-type: none"> - Combination of 25 days of incident IOF experience at Type I or II level - Requires mentorship and evaluation from a IOF 1 prior to certification 	<ul style="list-style-type: none"> - Service Orientation (4) - Teamwork and cooperation (3) - Decisive Insight (4) - Self-Control (4) - Conceptual Thinking (2) - Engaging External Partners (3) - Impact and influence (4) - Leadership (3) - Concern for Image impact (4) - Information Seeking (4) - Listening, Understanding and Responding (3) 	Provincial (Consultation with Business Area)
Information Officer 2 - Incident	As Information Assistant + M-213, I-200, OHS Violence prevention seminar recommended	<ul style="list-style-type: none"> - Combination of 15 days experience as an IOF and Assistant at either a coordination centre or incident - Requires minimum 10 days of incident IOF experience 	<ul style="list-style-type: none"> - Service Orientation (3) - Teamwork and cooperation (2) - Decisive Insight (3) - Self-Control (3) - Conceptual Thinking (1) - Engaging External Partners (2) - Impact and influence (3) - Leadership (2) - Concern for Image impact (3) - Information Seeking (3) - Listening, Understanding and Responding (2) 	Centre (Consultation with Business Area)
Information Assistant	M-212, I-100 or Industry equivalent + I-100	<ul style="list-style-type: none"> - 10 days experience as an Information Assistant at an incident or at coordination centre - Experience with computers, including Microsoft Office suite - Written and spoken communications experience 	<ul style="list-style-type: none"> - Service Orientation (2) - Conceptual Thinking (1) - Teamwork and cooperation (2) - Information Seeking (2) - Listening, Understanding and Responding (1) 	Centre

PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Safety Officer 1	As SOF 2 + OHS Accident Investigation (PSA course) <u>or</u> related BC Government safety program coordination experience	<ul style="list-style-type: none"> - Minimum 28 days as SO 2 - Working knowledge of applicable Act and Regulation requirements, OSWS's, Fireline Safe Work Practices, Danger Tree Assessment, Chainsaw Operations 		Provincial
Safety Officer 2	SOF Safety Officer course <u>or</u> related BC Government safety program coordination experience	<ul style="list-style-type: none"> - 14 days in role before certification - Working knowledge of applicable Act and Regulation requirements, OSWS's, Fireline Safe Work Practices, Danger Tree Assessment, Chainsaw Operations 		Centre
Liaison Officer 1	Orientation at Fire Centre or Provincial level	<ul style="list-style-type: none"> - Minimum of 10 years of experience working within an emergency management organization - Higher level management experience - Clear knowledge and understanding of appropriate policies, acts, safety regulations and procedures, Human Resource policies and procedures, and media relations - Excellent written and oral communication skills - Able to brief large groups using various presentation methods - Demonstrated tact, proficiency and diplomacy in personnel management, including conflict resolution 	<ul style="list-style-type: none"> - Team Building - Leadership (4) - Problem Solving - Decision Making - Time Management - Conflict Resolution - Service Orientation (4) - Planning, Organizing and Coordinating (3) - Managing Resources (4) 	Provincial
Liaison Officer 2	Orientation at Fire Centre level	<ul style="list-style-type: none"> - Minimum of 10 years of experience working within an emergency management organization 		Centre

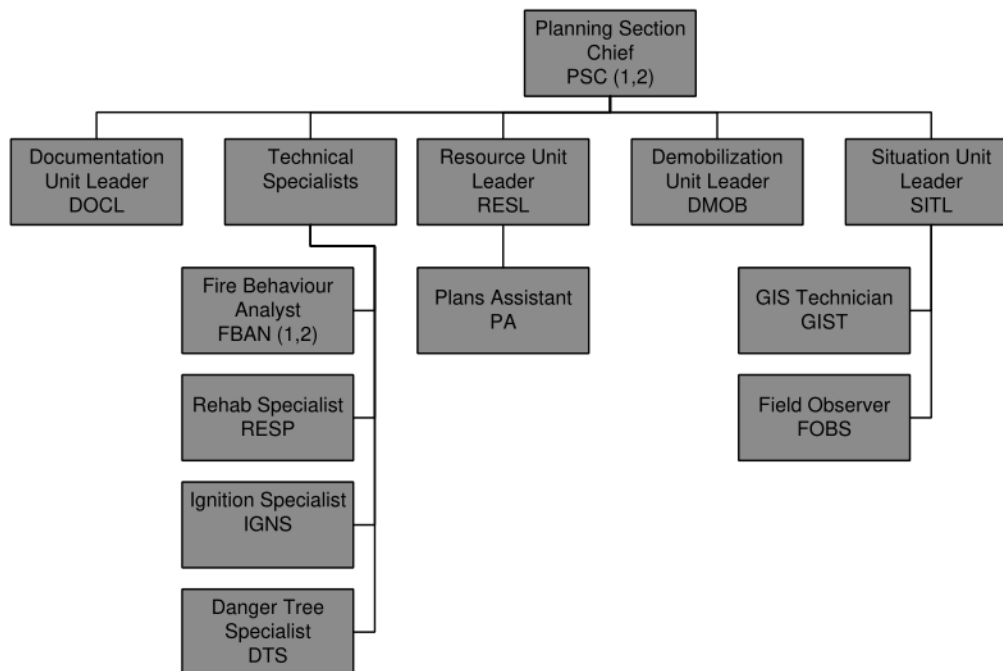
Command Staff Officer Positions can have Assistants (e.g. an Information Officer may have a number of Assistants assigned to a variety of tasks).

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the contact for the personnel assigned to the incident by other agencies. The Liaison Officer's major responsibilities include being a contact point for Agency Representatives.

PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Agency Rep 1 – Senior Level	As ICT 2, OSC 1 or PSC 1 + S-451	<ul style="list-style-type: none"> - Mentored by a certified AREP 1 - Satisfactorily managed an organization with at least 50 people - Minimum 10 years of experience working within the BCWS organization - Minimum of 5 years of supervisory experience within BCWS or RWCO/PWCO - Certified as ICT 2, OSC 1, PSC 1 - Holds a senior regular full time position with BCWS (SWO, WO, or WT) - Has clear knowledge and understanding of appropriate policies, acts, safety regulations and procedures, Human Resource policies and procedures, and media relations 	<ul style="list-style-type: none"> - Team Building (4) - Leadership (4) - Problem Solving - Decision Making - Time Management - Conflict Resolution - Service Orientation (4) - Planning, Organizing and Coordinating Managing Resources (3) 	Provincial
Agency Rep 2 – Field	As ICT 3, OSC 2 or PSC 2 + S-451	<ul style="list-style-type: none"> - Satisfactorily managed an organization with at least 30 people - Minimum of 8 years of experience working within the BCWS organization - Minimum of 5 years of supervisory experience within BCWS - Upper Level Fire Management activities - Certified at least at the OSC 2/PSC 2 level or higher - Holds a position with BCWS as SWO, WO, WT, or WA - Possesses the knowledge and abilities to professionally represent BCWS - Has clear knowledge and understanding of appropriate policies, acts, safety regulations and procedures, Human Resource policies and procedures, and media relations - Demonstrated tact, proficiency and diplomacy in personnel management, including conflict resolution 	<ul style="list-style-type: none"> - Team Building - Leadership (3) - Problem Solving - Decision Making - Time Management - Conflict Resolution - Service Orientation (2) - Planning, Organizing and Coordinating (3) - Managing Resources (3) 	Provincial

PLANNING SECTION



PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Planning Chief 1	As PSC 2 + S-490, I-400	<ul style="list-style-type: none"> - 30 days PSC 2 and ICT 2 experience or 40 days combination PSC 2 and DIVS or ICT 3 experience - Ops experience may be gained through mentorship 	<ul style="list-style-type: none"> - Results Focus (2) - Service Orientation (2) - Teamwork and Cooperation (2) - Decisive Insight (3) - Managing Organizational Resources (3) - Planning, Organizing and Coordinating (3) - Flexibility (3) - Self Confidence (3) - Self-Control (4) - Impact and Influence (3) - Information Seeking (2) - Developing Others (2) - Holding People Accountable (2) - Leadership (3) 	Provincial
Planning Chief 2	S-345, S-411, S-440, L-380 or L-381, I-300	<ul style="list-style-type: none"> - Experience in 3 of 4 Plans Unit Leader roles for a total of 30 days - Demonstrated knowledge and ability for contingency planning (contingency firelines, evacuation trigger points, values at risk identification and prioritization) 		Provincial
Fire Behaviour Analyst 1	S-411, S-490 + S-590, I-300	<ul style="list-style-type: none"> - As per national (CIFFC) exchange standards regarding field requirements for position - Minimum 10 days experience as FBAN 2 	- NOTE: Recommendation from mentor required	Provincial
Fire Behaviour Analyst 2	S-330, S-411, S-490, S-591	<ul style="list-style-type: none"> - 14 Days as combination ICT 4 and TFLD - Demonstrated knowledge, skills and abilities 		Centre

PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Resources Unit Leader	S-100, I-100, Plans Assistant Online training, PUL training	<ul style="list-style-type: none"> - 24 days combination of Plans Assistant and UL Trainee working in the Resources Unit - Experience using Microsoft Access database 		Centre
Situation Unit Leader	S-100, I-100, Plans Assistant Online training, PUL training	<ul style="list-style-type: none"> - 24 days combination of Plans Assistant and UL Trainee - Working knowledge of Wildfire mapping processes and products, including: Google Earth, Avenza Maps, and topographic and forest cover maps - Relevant supervisory experience 		Centre
Documentation Unit Leader	S-100, I-100, Plans Assistant Online training, PUL training	<ul style="list-style-type: none"> - 24 days combination of Plans Assistant and UL Trainee - Working knowledge of government electronic filing systems and nomenclature 		Centre
Demobilization Unit Leader	S-100, I-100, Plans Assistant Online training, PUL training	<ul style="list-style-type: none"> - 24 days combination of Plans Assistant and UL Trainee 		Centre
Field Observer	S-100, I-200, Provincial Crew Leader Training	<ul style="list-style-type: none"> - Certified as ICT 4 or STLD - Experience with GPS and basic mapping software 		Zone

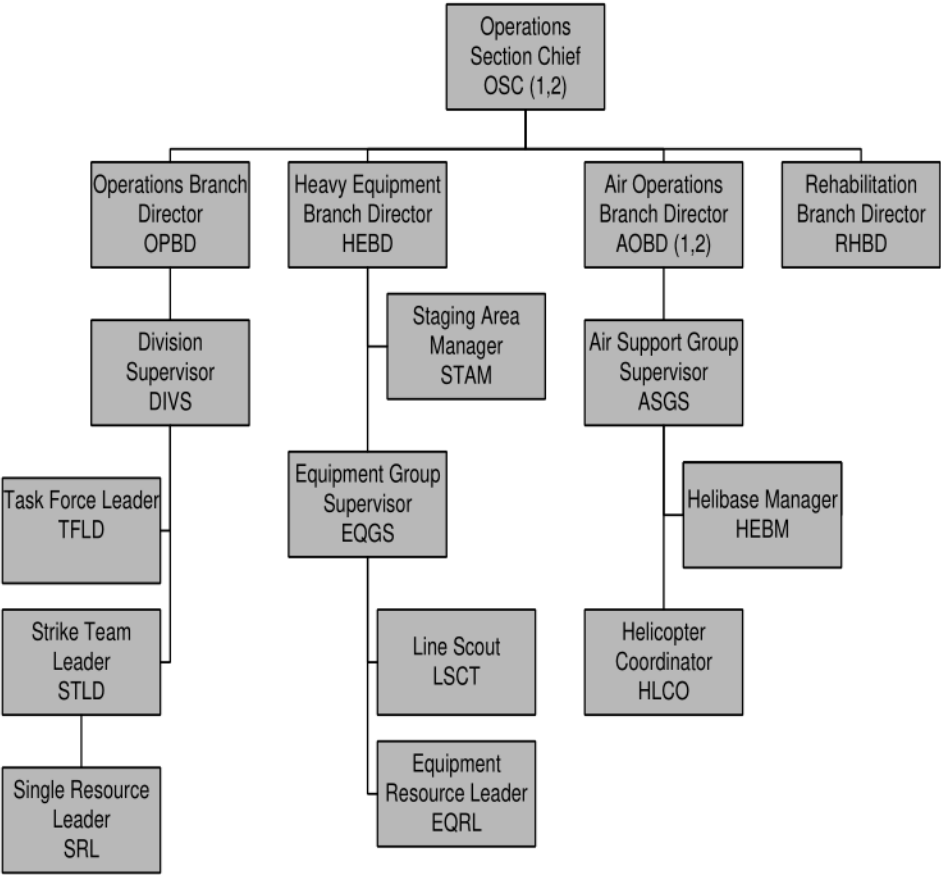
PLANNING SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Ignition Specialist</i>	S-371, Advanced Aerial Ignition Supervisor**	<ul style="list-style-type: none"> - Certified as OPS Section Chief 2 - Completion of the IGNS task book – working under a minimum of two different certified IGNS 		Centre
<i>Ignition Trainee</i>	Basic Ground Ignition Supervisor, Intermediate Ground Ignition Supervisor, Basic Aerial Ignitions Supervisor **	<ul style="list-style-type: none"> - OPS Section Chief 2 Certification- minimum 14 days in this role 		
<i>Danger Tree Specialist</i>	S-100, I-200, WDTA Wildland Fire Safety Module, DTS Danger Tree Specialist	<ul style="list-style-type: none"> - Current certification and demonstrated experience as a wildfire module assessor for a minimum of 5 years - Demonstrated supervisory, communications, problem solving and organizational skills - Mentorship and Recommendation required by experienced DTS 		Centre
<i>Rehab Specialist</i>	S-213, S-260, S-345, I-300 or equivalent external training	<ul style="list-style-type: none"> - 24 days supervising or implementing rehab plans, rehabilitation, and deactivation works with heavy equipment (e.g. Engineering Officer or Technician Experience in land planning and familiarity) - Experience with Fire Management Plans - Working knowledge of contract management, as well as knowledge of applicable Acts/Regs/Policy/Guidelines and Rehab Plans - Working knowledge of Fish/Forestry guidelines 	- NOTE: RFT/RPF approval may be required	Centre
<i>GIS Specialist</i>	BCWS GIS Training Course, I-200	<ul style="list-style-type: none"> - 24 days of GIS experience 		Centre

**** These courses are under development and are not currently available.**

Note: A wide variety of Technical Specialists may be required to fulfill specific tasks. A certified wildlife/danger tree assessor may be required to assess specific areas of a fire that may require rehabilitation work. Rehabilitation specialists may be required to coordinate the various activities that are involved rehabilitating an area.

OPERATIONS SECTION



OPERATIONS SECTION AVIATION BRANCH- BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Operations Chief 1</i>	As OSC 2 <u>or</u> Certified as ICT 2 + S-430	- 50 days combination experience as OPBD, OSC 2, and ICT 2	<ul style="list-style-type: none"> - Results Focus (2) - Service Orientation (2) - Teamwork and Cooperation (2) - Decisive Insight (3) - Managing Organizational Resources (3) - Planning, Organizing and Coordinating (3) - Flexibility (3) - Self Confidence (3) - Self-Control (4) - Impact and Influence (3) - Information Seeking (2) - Developing Others (2) - Holding People Accountable (2) - Leadership (3) 	Provincial
<i>Operations Chief 2</i>	As OPBD + S-430	- 50 days as combination OPBD, OSC 2 Trainee, and AOB 1, with minimum 30 days at OPBD	- NOTE: Mentorship and referral by experienced OSC 1 required	Provincial
<i>Operations Branch Director</i>	As DIVS + S-490	- 50 days as combination DIVS and ICT 3, with minimum 30 days at DIVS		Centre
<i>Division Supervisor</i>	S-260, S-330, S-345, S-370, S-411, L-380, I-300	- 50 days combination TFLD and STLD, with minimum 30 days at TFLD		Centre
<i>Task Force Leader</i>	As SRL + S-260, S-330, I-200	<ul style="list-style-type: none"> - 50 days combination ICT 4, ICT 5 and STLD - Demonstrated experience supervising heavy equipment 		Centre

OPERATIONS SECTION AVIATION BRANCH- BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Strike Team Leader</i>	As SRL + S-260, I-200	<ul style="list-style-type: none"> - 35 combined days at SRL and ICT 5 - Evidence of having supervised resources beyond own crew or squad 		Zone
<i>Single Resource Leader 1 (Agency Fire Crew Supervisor)</i>	As FF 1 + S-160, Provincial Crew Leader Training	<ul style="list-style-type: none"> - 50 active days at FF 1 		Zone
<i>Fire Fighter 1 (Agency Fire Fighter)</i>	Current Fire Crew Training Standard as per New Recruit Training Curriculum	<ul style="list-style-type: none"> - Demonstrated practical ability - Must pass evaluation at Boot Camp or equivalency (meets agency exchange requirements) 	- NOTE: Requires medical examination and annual completion of employment fitness standard annually and S-200 recurrency checklist	Zone
<i>BCWS Faller</i>	Book 3 <u>or</u> industry equivalent	<ul style="list-style-type: none"> - Assessment and competency evaluations by certified QFT/QST 		Business Area
<i>Falling Coordinator</i>	As TFLD + Falling Supervisor training <u>or</u> industry equivalent + S-100, I-100, Falling Supervisor training	<ul style="list-style-type: none"> - 24 days as TFL supervising fallers - Demonstrated skills and ability with manual falling operations or industry equivalent - Demonstrated experience supervising/managing manual falling operations 	-	Center

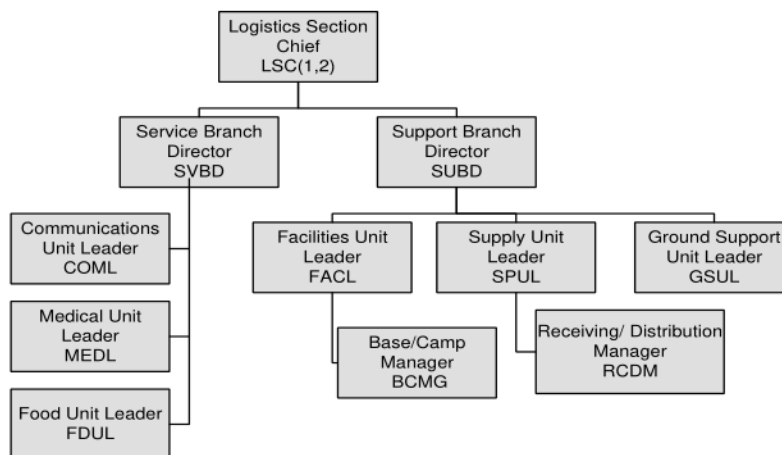
OPERATIONS SECTION AVIATION BRANCH- BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Rehabilitation Branch Director</i>	As TFLD <u>or</u> S-213, S-260, S-345, I-300 <u>or</u> combination of relevant experience + working knowledge of large fire operations	<ul style="list-style-type: none"> - Demonstrated experience supervising and implementing rehabilitation or deactivation works with heavy equipment - Working knowledge of applicable acts/regs/policy/guidelines (e.g. Fish/Forestry guidelines) 		Centre
<i>Heavy Equipment Branch Director</i>	As DIVS <u>or</u> industry equivalent + S-100, I-100	<ul style="list-style-type: none"> - 24 days as combination EQGS and DIVS - Demonstrated skills and ability with heavy equipment or industry equivalent 		Centre
<i>Equipment Group Supervisor</i>	As TFLD <u>or</u> as EQRL <u>or</u> industry equivalent + S-100, I-100	<ul style="list-style-type: none"> - 24 days as combination EQRL and TFLD - Demonstrated skills and ability with heavy equipment or industry equivalent 		Centre
<i>Staging Area Manager</i>	S-100, S-160, S-212, S-213, S-260, I-100 <u>or</u> industry equivalent + S-100, I-100	<ul style="list-style-type: none"> - Working knowledge of heavy equipment use and capability and fire suppression nomenclature 	NOTE: Recognize S-260 is an asset for Industry Staff or a Time Recorder may have to be assigned to staging area	Zone
<i>Equipment Resource Leader</i>	S-100, S-160, S-212, S-213, S-230, I-100 <u>or</u> industry equivalent + S-100, I-100	<ul style="list-style-type: none"> - Experience supervising/managing heavy equipment operations or industry equivalent 		Zone
<i>Line Scout</i>	S-100, I-100	<ul style="list-style-type: none"> - Knowledge and experience in assessing terrain stability and stream/riparian protection - Experience in resource development planning that is appropriate with the complexity of the landscape - ATV experience is strong asset 		Zone

OPERATIONS SECTION AVIATION BRANCH- BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Air Operations Branch Director 1</i>	As AOBD 2	<ul style="list-style-type: none"> - 35 days as combination AOBD 1 Trainee and AOBD 2 - Recommendation from certified AOBD 1 		Provincial (Consultation with AWG)
<i>Air Operations Branch Director 2</i>	S-372, S-411, S-470, L-380, I-300, CASO, CRM	<ul style="list-style-type: none"> - 35 days combination of ASGS, HLCO, CC Air Branch and HEBM - Maximum 7 of 35 days as CC Air Branch 		Provincial (Consultation with AWG)
<i>Air Support Group Supervisor</i>	As HEBM	<ul style="list-style-type: none"> - 20 days as HEBM - Experience with fueling, retardant/gel pits and complex incidents required - To be assessed by SWO, Aviation and AWG based off performance evaluations 		Centre (Consultation with SWO, Aviation & AWG)
<i>Helicopter Coordinator</i>	As HEBM + S-330, S-370, S-371, S-411, CRM	<ul style="list-style-type: none"> - 50 days combined DIVS, ICT 3 and HEBM, with minimum of 35 days as DIVS and ICT 3 combined - Completes operational mentoring/training as per HLCO task book and is recommended for certification by mentor 		Provincial (Consultation with SWO, Aviation + AWG)
<i>Helibase Manager</i>	S-260, S-270, S-271 (preferred), S-372, I-200	<ul style="list-style-type: none"> - 5 days operational mentoring with certified HEBM or AOBD 		Centre (Consultation with SWO Aviation)
<i>PSD Operator</i>	Completed PSD Course, I-200, Provincial Crew Leader Camp	<ul style="list-style-type: none"> - Mentored for 2 burns 		Centre

LOGISTICS SECTION



Position	Training Required	Experience Required	Competency (Level)	Certified By
Logistics Chief 1	As LSC 2	<ul style="list-style-type: none"> - 30 days of LSC 2 - Mentorship and recommendation from certified LSC 1 	<ul style="list-style-type: none"> - Results Focus (2) - Service Orientation (2) - Teamwork and Cooperation (2) - Decisive Insight (3) - Managing Organizational Resources (3) - Planning, Organizing and Coordinating (3) - Flexibility (3) - Self Confidence (3) - Self-Control (4) - Impact and Influence (3) - Information Seeking (2) - Developing Others (2) - Holding People Accountable (2) - Leadership (3) 	Provincial

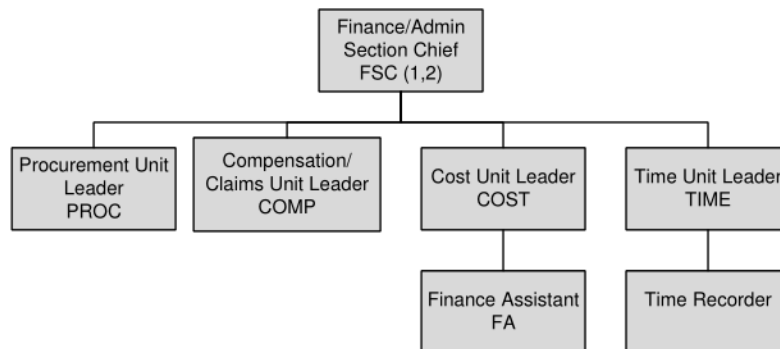
LOGISTICS SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Logistics Chief 2	As SVBD/SUBD + S-450, I-300	<ul style="list-style-type: none"> - 30 days combination SVBD/SUBD and OSC 2 Trainee - Awareness of the following MSO contracts: First Aid, Catering + Security 		Provincial
Service Branch Director	S-260, I-200, LUL training, TDG, WHMIS, IMIS training	<ul style="list-style-type: none"> - 24 days as certified LUL - 20 must be in Supply, Facilities and Ground Support 		Centre
Support Branch Director	S-212, S-260, I-200, LUL training, Food Safe and/or Canadian Restricted Radio Operator certificate	<ul style="list-style-type: none"> - 24 days as certified LUL - 20 must be in Communications, Medical + Food 		Centre
Facilities Unit Leader	S-160, I-100, LUL training, TDG, WHMIS	<ul style="list-style-type: none"> - 24 days combination LOA and LUL Trainee - Working knowledge of camp operations - Ability to meet physical requirements of the job - Fire camp set-up knowledge required 		Centre
Supply Unit Leader	As RCDM + LUL training, IMIS training	<ul style="list-style-type: none"> - 24 days combination Logistics Assistant, LUL trainee and RCDM, with minimum 10 days as RCDM or equivalent experience - Ability to meet physical requirements of the job 		Centre

LOGISTICS SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Medical Unit Leader	LUL training	<ul style="list-style-type: none"> - 24 days combination Logistics Assistant and LUL Trainee - Awareness of the MSO First Aid contract - Experience in administering contracts 		Centre
Food Unit Leader	LUL training, Food Safe certificate	<ul style="list-style-type: none"> - 24 days combination Logistics Assistant and LUL Trainee - Experience in administering contracts - Awareness of the MSO Catering contract 		Centre
Ground Support Unit Leader	S-160, I-100, LUL training, TDG, WHMIS	<ul style="list-style-type: none"> - 24 days combination Logistics Assistant and LUL Trainee - Working knowledge of equipment and tracking systems - Mechanical skills and knowledge of local services preferred - Awareness of ARI processes, Provincial vehicle standing offers and current service providers 		Centre
Communications Unit Leader	S-100 (classroom), I-100, LUL training, S-212 or Canadian Restricted Radio Operator certificate	<ul style="list-style-type: none"> - 24 days combination Logistics Assistant and LUL Trainee - Operational experience working with MFLNRORD radio system and familiarity with Type I and II Fire Repeater systems, satellite networks and other communication platforms 		Centre
Receiving and Distribution Manager (Warehouse)	S-100, I-100, TDG, WHMIS, IMIS training	<ul style="list-style-type: none"> - Working knowledge of BCWS nomenclature and asset tracking system - Ability to meet physical requirements of the job 		Zone
Camp Manager	I-100, Annual Camp Manager Orientation, TDG, WHMIS	<ul style="list-style-type: none"> - Working knowledge of camp operations - Ability to meet physical requirements of the job 		Provincial
Radio Operator	As Radio Operator (Incident Dispatcher)	- As Radio Operator (Incident Dispatcher)		Centre

FINANCE & ADMINISTRATION SECTION



Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>F&A Chief 1</i>	As FSC 2	<ul style="list-style-type: none"> - 30 active fire days as FSC 2 or equivalent financial experience or 14 active days with equivalent financial experience - Extensive knowledge of all levels of F&A; preferred in an emergency operations environment 	<ul style="list-style-type: none"> - Results Focus (2) - Service Orientation (2) - Teamwork and Cooperation (2) - Decisive Insight (3) - Managing Organizational Resources (3) - Planning, Organizing and Coordinating (3) - Flexibility (3) - Self Confidence (3) - Self-Control (4) - Impact and Influence (3) - Information Seeking (2) - Developing Others (2) - Holding People Accountable (2) - Leadership (3) 	Provincial (Consultation with Business Area)

NOTE: "Active days" may include up to 20% Coordination Centre level (Provincial, Regional or Zone) and 80% site/incident level.

FINANCE & ADMINISTRATION SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>F&A Chief 2</i>	S-360, S-460 + I-300	<ul style="list-style-type: none"> - 10 days as F&A Unit Leader in a minimum of 3 of 4 F&A UL functions for 30 active days total or 14 active days with equivalent financial experience - Good working knowledge of all levels of F&A 		Centre (Consultation with Business Area)
<i>Cost Unit Leader</i>	S-360, I-200	<ul style="list-style-type: none"> - 24 days as F&A Unit Leader or equivalent financial experience or experience from working in 2 of the 4 F&A UL functions - Experience in spreadsheet programs and/or data base - Supervisory experience 		Centre (Consultation with Business Area)
<i>Compensation and Claims Unit Leader</i>	S-360, I-200	<ul style="list-style-type: none"> - 24 days as F&A Unit Leader or equivalent financial experience or experience from working in 2 of the 4 F&A UL functions - Knowledge of WorkSafeBC Regulations, ability to liaise with property services, vehicle incident claims, and property loss management 		Centre (Consultation with Business Area)
<i>Procurement Unit Leader</i>	S-360, I-200, BCWS Contract Management course	<ul style="list-style-type: none"> - Experience with minor contracts, MSOs, purchase cards, purchase policy or experience from working in of the 4 F&A UL functions - Working knowledge of contract administration and policy - Working knowledge and experience in contract development 		Centre (Consultation with Business Area)
<i>Time Unit Leader</i>	S-100 (classroom), S-360, I-200	<ul style="list-style-type: none"> - 24 days as Unit Leader or equivalent financial experience or experience working in 2 of the 4 F&A UL functions - Working knowledge of financial systems and fireline finance 		Centre (Consultation with Business Area)

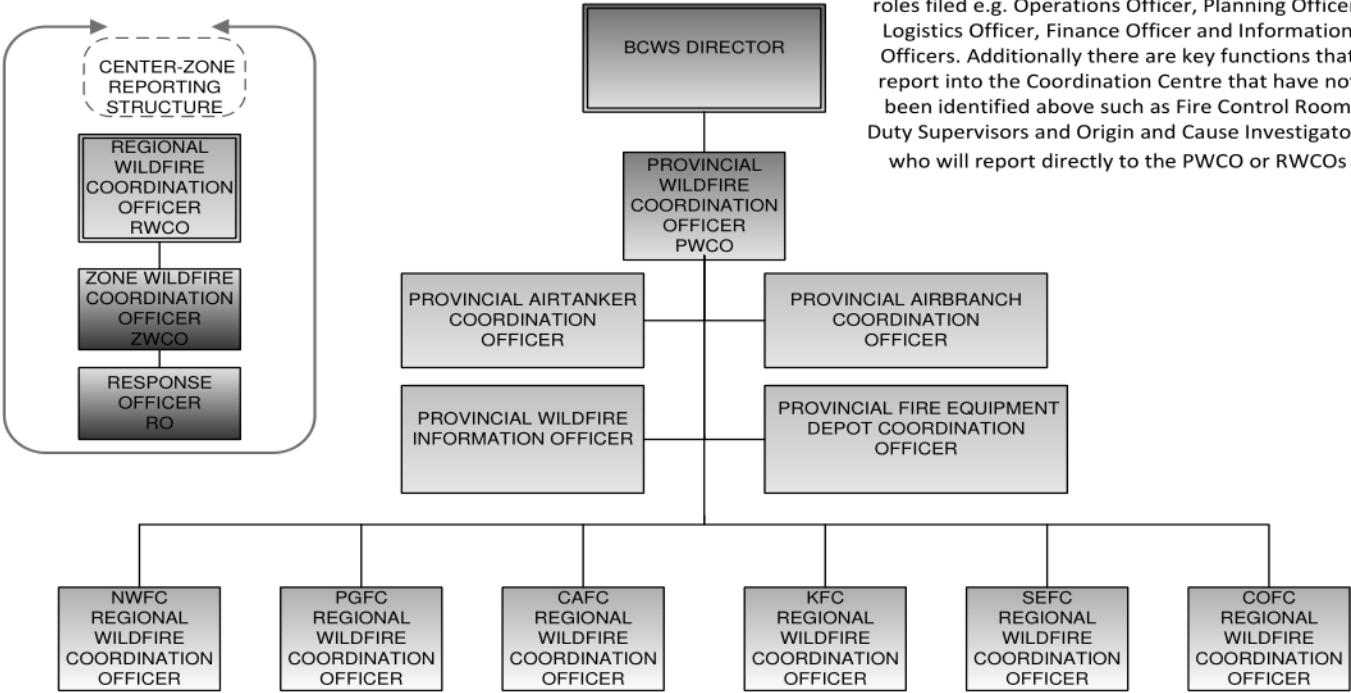
NOTE: “Active days” may include up to 20% Coordination Centre level (Provincial, Regional or Zone) and 80% site/incident level.

FINANCE & ADMINISTRATION SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Time Recorder</i>	S-100 (classroom), S-260, I-100, annual update of procedures	<ul style="list-style-type: none"> - 15 active days as Time Recorder or equivalent financial experience or a combination of F&A UL functions - Working knowledge of financial systems and fireline finance 		Zone (Consultation with Business Area)
<i>Finance Assistant</i>	S-100 (classroom), S-160, I-100, annual update of procedures	<ul style="list-style-type: none"> - 10 active days as Finance Assistant - MS Excell spreadsheet experience, customer service experience, and computer experience preferred 		Zone (Consultation with Business Area)

COORDINATION CENTRE SECTION

NOTE: The command structure at the Provincial, Centre or Zone level can expand as required. During high activity it is common to have additional roles filled e.g. Operations Officer, Planning Officer, Logistics Officer, Finance Officer and Information Officers. Additionally there are key functions that report into the Coordination Centre that have not been identified above such as Fire Control Room Duty Supervisors and Origin and Cause Investigators who will report directly to the PWCO or RWCOs



COORDINATION CENTRE SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Provincial Wildfire Coordination Officer (PWCO)	RWCO job description	<ul style="list-style-type: none"> - Previous PWCO/RWCO experience within last 3 years - 30 days as RWCO/PWCO - Mentorship and recommendation from experienced PWCO 		Provincial
Regional Wildfire Coordination Officer (RWCO)	RWCO job description	<ul style="list-style-type: none"> - 24 days as CC Operations Officer - Should have demonstrated exposure to Plans and/or Logistics roles - Mentorship and recommendation from experienced RWCO required 	- NOTE: Must be certified ZWCO 2	Centre
Zone Wildfire Coordination Officer Level 1	RWCO job description	- As per RWCO job description	- NOTE: Must be certified RWCO	Centre
Zone Wildfire Coordination Officer Level 2	As ZWCO 3 + S-490	<ul style="list-style-type: none"> - 24 combined Days in RWCC as Ops/Plans while fire centre is in Prep Condition 3 or higher or as ZWCO in Prep Level 3 - Recommendation from certified and qualified RWCO 	- NOTE: Must be certified ICT 3	Centre
Zone Wildfire Coordination Officer Level 3	S-345, S-370, S-411, L-380, I-300, WA training	<ul style="list-style-type: none"> - Mentorship and recommendation from certified ZWCO - Should have exposure to Fire Management Plans and understand agreements with local Fire Departments 	-Note: Must be certified as ICT 3	Centre
Response Officer		<ul style="list-style-type: none"> - 24 days combined ICT 4/ICT 5 - Should have exposure to Fire Management Plans and understand agreements with local Fire Departments 	-Note: Must be certified as ICT 4	Zone

COORDINATION CENTRE SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
CC Operations Officer	ICT3 + S490	- Must be certified as ICT3/ZWCO 3 (35 days at Prep level 3 or higher) mentorship and recommendation from certified CCOO.	- NOTE: The CC Operations Officer position requires the training of the identified OSC 2 position. The individual does not need to be fully certified in the OSC 2 position.	
CC Air Branch Coordinator	S-370, S-372, S-411, I-300	- Completes operational mentoring as determined and approved by SWO, Aviation		Centre (Consultation with Business Area)
CC Planning Officer	S-345, S-411, S-440, S-490, I-300	- Minimum 30 days as PUL, including 12 days combination RESL and SITL under field conditions OR -24 days with ME as CC Plans Trainee	- NOTE: The CC Planning Officer position requires the training of the identified PSC 2 position. The individual does not need to be fully certified in the PSC 2 position.	Centre
CC Finance and Admin Officer	S-460, I-300	- Demonstrated competence in Finance or similar role - Working knowledge of specific operational contract details and financial reporting procedures	- NOTE: The CC Finance Officer position requires the training of the identified FSC 2 position. The individual does not need to be fully certified in the FSC 2 position.	Centre (Consultation with Business Area)
CC Logistics Officer	S-450, I-300	- 30 Days LUL experience, including 12 under field conditions - Demonstrated competence in Logistics or similar roles - Working knowledge of specific operational contract details and database management	- NOTE: The CC Logistics Officer position requires the training of the identified LSC 2 position. The individual does not need to be fully certified in the LSC 2 position.	Centre
CC Aviation Assistant	S-160, S-270, I-100, AMS training	- Completes operational mentoring as approved by SWO, Aviation - AMS knowledge required		Centre (Consultation with Business Area)

COORDINATION CENTRE SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Provincial/Regional Wildfire Information Officer 1	As P/RW IOF 2 + I-300	- 50 days at a coordination centre, including 25 days at prep level 3 or greater as lead IOF	<ul style="list-style-type: none"> - Service Orientation (4) - Teamwork and cooperation (3) - Decisive Insight (4) - Self-Control (4) - Engaging External Partners (3) - Conceptual Thinking (3) - Impact and influence (4) - Leadership (3) - Concern for Image impact (3) - Information Seeking (4) - Listening, Understanding and Responding (3) 	Provincial (Consultation with Centre + Business Area)
P/RW Information Officer 2	As P/RW Information Assistant + M-213, I-200	- Combination 15 days experience as an IOF and Assistant at either a coordination centre or incident	- As per IOF 2 competency requirements	Centre
P/RW Information Assistant	S-100, M-212, I-100	- 10 days at a coordination centre	- As per Information Assistant competency requirements	Centre
Advanced Planning Officer	S-411, S-490, S-590	<ul style="list-style-type: none"> - 50 days combination PSC 2 and FBAN - Demonstrated knowledge and ability for contingency planning; contingency fire lines, evacuation trigger points, values at risk identification and prioritization 		Provincial

COORDINATION CENTRE SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Origin and Cause Investigator 1	FI-310, S-390, I-300 JIBC or Equivalent courses: INVE 1003, INVE 1004, INVE 1005, INVE 1007, INVE 1008, INVE 1013	<ul style="list-style-type: none"> - FI-210 course facilitation - Author and complete 15 FOC Determination Reports - Author 10 FOC Determination Reports tested in adversarial legal forum (OTBH or court process) 	<ul style="list-style-type: none"> - Results Focus (4) - Teamwork And Cooperation (2) - Decisive Insight (4) - Planning Organizing & Coordinating (3) - Conceptual Thinking (2) - Listening Understanding and Responding(3) - Developing Others(3) - Leadership(4) 	Provincial (Consultation with Wildfire Risk Manager)
Origin and Cause Investigator 2	S-211, S-212, S-290, FI-210, I-100, 2 day report writing training	<ul style="list-style-type: none"> - FI-110 course facilitation - Author and complete 15 FOC Determination Reports - Author 3 FOC Determination Reports tested in adversarial legal forum (OTBH or court process) 	<ul style="list-style-type: none"> - Results Focus (1) - Teamwork And Cooperation (3) - Decisive Insight (2) - Planning Organizing & Coordinating (2) - Conceptual Thinking (1) - Listening, Understanding and Responding(3) - Developing Others(3) - Leadership(4) 	Provincial
Dispatcher	As Radio Operator + completion of Dispatch Centre procedures and protocols/checklists, Provincial Dispatch Chapters 1, 3, 6, 8 I200	<ul style="list-style-type: none"> - Guideline is minimum 4 months working in Dispatch or equivalent fire experience in a coordination centre - Demonstrated proficiency with Dispatch software - Clear understanding of emergency procedures - Minimum of 12 weeks directly mentored by a certified Dispatcher, Dispatch Lead or FCRDS 	<ul style="list-style-type: none"> - Service Orientation (2) - Teamwork (2) - Learning & Understanding (2) 	Centre (Consultation with Business Area)
Radio Operator (Incident Dispatcher)	Restricted Operator Certificate with Aeronautical Qualification, Provincial Dispatch Chapters 2, 4, 5, 7	<ul style="list-style-type: none"> - Previous dispatching experience - Some experience on MFLNRORD radios and software - Has demonstrated basic skills and abilities 	<ul style="list-style-type: none"> - Teamwork (1) - Service Orientation (1) 	Centre (Consultation with Business Area)

SPECIALTY RESOURCES SECTION

Fire Centre employees who perform AAO functions will have their records reside in each Fire Centre folder. Air Attack experience updates will be a Provincial Airtanker responsibility (see specific field listed below). Provincial Airtanker will have access to Fire Centre Employee Records to update these fields accordingly. Provincial Airtanker staff will be the responsibility of the Provincial Airtanker program.

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Airtanker Check Rider/Trainer</i>	As AAO	<ul style="list-style-type: none"> - Nationally certified Air Attack Officer - Completes operational mentoring as determined by WO, Air Tanker Operations or Senior Air Attack Officer. 	- As appointed by PATC Leadership Team	Provincial Airtanker Program
<i>Airtanker Operations Officer</i>	As AAO	<ul style="list-style-type: none"> - Completes operational mentoring as determined by WO, Air Tanker Operations. 	- As PATC Leadership Team	Provincial Airtanker Program
<i>Airtanker Dispatcher</i>	As Coordination Centre Dispatcher + S-275	<ul style="list-style-type: none"> - Completes operational mentoring as determined by Air Tanker Duty Room Supervisor. 		Provincial Airtanker Program
<i>Provincial Airtanker Coordination Officer</i>	As AAO	<ul style="list-style-type: none"> - 14 days as Air Tanker Operations Officer and previous or current AAO certification. 	- As approved by PATC Leadership Team	Provincial Airtanker Program
<i>Air Attack Officer (AAO)</i>	AAO 1, AAO 2, AAO 3, S-490, S-370, S-411, I-300, S-370	<ul style="list-style-type: none"> - IC3 certified; plus 35 days in any combination of the following: - 14 days as certified IC 3 or 2, DIVS, OBD, OSC 1 or 2 - 14 days as certified HLCO or Trainee* in roles above - 7 days Rap HOT, Para Spotter, AOBTD Trainee 	<ul style="list-style-type: none"> - Must pass a suitability interview. - Successful completion of a periodic check ride required to maintain certification. - Demonstrated command abilities in complex fireline situations 	Provincial Airtanker Program*

An Air Attack Officer's certification is immediate upon successful completion of their final check ride. All experience subject to review by senior AAO or delegate.

*Days as trainee in OPS/ IC roles will be evaluated for relevance and credited at judgement of senior AAO

SPECIALITY RESOURCES SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
<i>Rapattack Helicopter Operations Technician Check Rider/Trainer</i>	CASO	- 2 years and current certification as HOT 25 rappel incident deployments as HOT	- NOTE: Approved by Wildfire Officer Rapattack Operation	Provincial Rapattack Program
<i>Rapattack Helicopter Operations Technician</i>	S-370, S-371, S-372, S-411, L-380, CRM, I-300, Rap-HOT, HUET	- 2 Years as Rapattack IACL as ICT 4 - Requires successful completion of a periodic check ride	- NOTE: Approved by Wildfire Officer Rapattack Operation	Provincial Rapattack Program
<i>Rapattack Dispatcher</i>	As Dispatcher	- Completes operational mentoring as determined by Supervisor, Rapattack Operations	- NOTE: Approved by Wildfire Officer Rapattack Operation	Provincial Rapattack Program
<i>Rapattack Coordination Officer</i>		- 2 years and current certification as HOT 25 rappel incident deployments as HOT - Completes operational mentoring as determined by Wildfire Officer, Rapattack Operations	- NOTE: Approved by Wildfire Officer Rapattack Operations	Provincial Rapattack Program
<i>Parattack Lead Spotter</i>	S-490	- Requires successful completion of annual checkrides - 4 seasons as Parattack lead spotter	-	Provincial Parattack Program
<i>Parattack Spotter</i>	S-370, S-411, L-380, CRM, I-300 S-490 preferred	- Requires successful completion of annual checkrides - 3 seasons as spotter trainee	-	Provincial Parattack Program
<i>Parattack Spotter Trainee</i>	S-211, S-260, S-330, S-345, Provincial Crewleader Training S-370, S411 Preferred	- 2 seasons as jumper in charge - Requires 3 seasons of mentorship from Spotter or Lead Spotter	-	Provincial Parattack Program

SPECIALITY RESOURCES SECTION BCWS CERTIFICATION MANUAL

Position	Training Required	Experience Required	Competency (Level)	Certified By
Prescribed Burn Boss 1	As PBB2 + S-490	<ul style="list-style-type: none"> - 10 successful Prescribed Burns as PBB - At least 2 of the 10 burns must be Type 2 burns and at least 1 burn must have had a stand replacement objective 	- NOTE: The Ministry of FLNRORD, BC Wildfire Service will maintain the documentation of training and certification levels for B.C. government staff only.	Provincial
Prescribed Burn Boss 2	As PBB3 + S-411, I-200	<ul style="list-style-type: none"> - Acted as PBB on 5 Successful Type 3 Prescribed Burns - Mentoring required on first burn with a stand replacement objective 		Centre
Prescribed Burn Boss 3	S-100, S-211, S-235, S-290, S-390, S-434, I-100, Understanding the FWI online training	<ul style="list-style-type: none"> - 5 Type 3 prescribed burns in a supervisory role - Must have been mentored as PBB on at least 1 burn - On remainder of burns did not have to be PBB but did have to perform in a capacity that allowed for skill development such as Ignition Technician or in Charge of Ignition Operations 	- NOTE: Candidate should provide Org Chart or IAP as evidence to the role assumed	Centre

NOTE: Industry staff or contractors will not be "certified" by BC Wildfire Service. It will be the responsibility of industry to ensure their staff or contractors meet equivalent qualifications. A certified Prescribed Burn Boss is fully qualified to prepare and implement Prescribed Burn Plans according to their certification level (Type 1, Type 2 or Type 3) and the complexity rating of the burn

Appendix 1

CERTIFICATION LEVEL LISTING

Ministry of Forests, Lands and Natural Resource Operations and Rural Development- BC Wildfire Service

The following list identifies all certifications found in Training Partner 2007. All changes to the Certification Manual will be reflected in Training Partner annually. The 'Type' designations identifies which certification committee is authorized to grant certification.

*NOTE: "+ BA" means Business Area input required

Program	Code	Type
Air		
Air Attack Officer	AAO	Provincial Airtanker Program
Air Ops Branch Director 1	AOBD 1	Provincial Airtanker Program
Air Ops Branch Director 2	AOBD 2	Provincial Airtanker Program
Air Support Group Supervisor	ASGS	Centre + BA
Air Tanker Check Rider/Trainer	AAOCR	Provincial Airtanker Program
Air Tanker Dispatcher	ATC DISP	Provincial Airtanker Program
Air Tanker Coordination Officer	ATCDO	Provincial Airtanker Program
Air Tanker Operations Officer	ATCTO	Provincial Airtanker Program
Rap Helicopter Operations Technician	HOT	Wildfire Officer Rap Operations
Command Staff		
Agency Representative 1	AREP 1	Provincial
Agency Representative 2	AREP 2	Provincial
Incident Commander 1	ICT 1	Provincial
Incident Commander 2	ICT 2	Provincial
Incident Commander 3	ICT 3	Centre
Incident Commander 4	ICT 4	Centre
Incident Commander 5	ICT 5	Zone
Information Officer 1	IOF 1	Provincial
Information Officer 2	IOF 2	Centre
Liaison Officer 1	LOFR 1	Provincial
Liaison Officer 2	LOFR 2	Centre
Safety Officer 1	SOF 1	Provincial
Safety Officer 2	SOF 2	Centre
Coordination Centre		
PWCO	PWCO	Provincial
RWCO	RWCO	Centre
ZWCO 1	ZWCO 1	Centre
ZWCO 2	ZWCO 2	Centre

APPENDICES BCWS CERTIFICATION MANUAL

ZWCO 3	ZWCO 3	Centre
P/RW Information Officer 1	P/RW 1	Provincial
P/RW Information Officer 2	P/RW 2	Centre
Advanced Planning Officer	CC APO	Provincial
Response Officer	RO	Zone
Origin and Cause Investigator 1	FINV 1	Provincial with SME Input
Origin and Cause Investigator 2	FINV 2	Provincial with SME Input
Dispatcher	DISP	Centre
Incident Dispatcher/Radio Operator	RADO	Centre + BA
CC Air Branch Coordinator	CC Air	Centre + BA
CC Finance and Admin Officer	CC F&A	Centre + BA
CC Logistics Officer	CC Logs	Centre
CC Operations Officer	CC Ops	Centre
CC Planning Officer	CC Plans	Centre
Finance & Admin Section		
Compensations/Claims Unit Leader	COMP	Centre
Cost Unit Leader	COST	Centre
F & A Chief 1	FSC 1	Provincial + BA
F & A Chief 2	FSC 2	Centre + BA
Procurement Unit Leader	PROC	Centre
Time Unit Leader	TIME	Centre
Time Recorder	TIMER	Zone
Logistics Section		
Camp/Base Manager	BCMG	Provincial (Depot)
Communication Unit Leader	COML	Centre
Facilities Unit Leader	FACL	Centre
Ground Support Unit Leader	GSUL	Centre
Radio Operator	RADO	Zone
Logistics Chief 1	LSC 1	Provincial
Logistics Chief 2	LSC 2	Centre
Service Branch Director	SVBD	Centre
Supply Unit Leader	SPUL	Centre
Support Branch Director	SUBD	Centre
Receiving/ Distribution Manager	RCDM	Zone
Operations Section		
Chainsaw Faller	FLLR	BA
Falling Coordinator	FALCO	Centre
Division Supervisor	DIVS	Centre
Heavy Equipment Branch Director	HEBD	Centre
Equipment Group Supervisor	EQGS	Centre
Equipment Resource Leader	EQRL	Zone

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Fire Warden	FWRD	Zone
Firefighter 1	FF1	Zone
Helicopter Coordinator	HLCO	Provincial + BA
Helibase Manager	HEBM	Centre + BA
Line Scout	LSCT	Zone
Operations Chief 1	OSC 1	Provincial
Operations Chief 2	OSC 2	Centre
Ops Branch Director	OBD	Centre
PSD Operator	PSDO	Centre
Single Resource Leader 1	SRL 1	Zone
Staging Area Manager	STAM	Zone
Strike Team Leader	STLR	Zone
Task Force Leader	TFLD	Centre
Rehabilitation Branch Director	RHBD	Centre
Planning Section		
Danger Tree Specialist	DTS	Provincial + BA
Demobilization Unit Leader	DMOB	Centre
Documentation Unit Leader	DOCL	Centre
Field Observer	FOBS	Zone
Fire Behaviour Analyst 1	FBAN 1	Provincial + BA
Fire Behaviour Analyst 2	FBAN 2	Centre + BA
Ignitions Specialist	IGNS	Provincial
Ignitions Trainee	IGNS (T)	Centre + BA
Planning Chief 1	PSC 1	Provincial
Planning Chief 2	PSC 2	Centre
Prescribed Burn Boss 1	PBB 1	Provincial + BA
Prescribed Burn Boss 2	PBB 2	Centre
Prescribed Burn Boss 3	PBB 3	Centre
Rehab Specialist	RESP	Centre
Resources Unit Leader	RESL	Centre
Situation Unit Leader	SITL	Centre
GIS Specialist	GIST	Centre

