

Interagency FMP Review Checklist

Purpose:

This checklist is designed to assist with a review of a unit fire management plan. The fire planning and policy elements identified in the questions below are important components that should be addressed in fire management plans. Some of these required components deal with structure and format of the FMP, while others address content requirements. The Interagency Fire Management Plan template is considered to be the minimal requirement for all agency fire management plans (June, 2002).

Users:

This checklist can be used by an approving official to ensure that the FMP is ready for signature. It can also be used by local or regional level reviewers, or in national program reviews, to assess the status of the fire management plan.

FMP Format and Structure:

- Does the FMP follow the interagency template and agency specific direction?
- Plan approval:
 - Are signatures and reviewing dates current, and reflect the current review period
 - Are the approving officials appropriate as per agency policy?
- Does the cover page clearly identify the units, agencies and area covered by the FMP, including cooperating and interagency partners?
- Does the document include a table of contents and do the sections and page numbers correspond to it.
- Does the FMP reflect the current terminology and glossary of terms approved by the NWCG.
- Has the FMP been reviewed and updated by a local interdisciplinary, (and interagency if appropriate) team?

FMP Content:

- Does the FMP address the 17 elements of Federal wildland fire policy?
- Has the responsible official (generally the FMO) identified the important changes to the FMP. (This list of changes can be used by the approving official when reviewing annual updates, or by users of the FMP to aid in identifying changes from the prior-year(s)).

How does each section of the FMP reflect new information such as:

Section 1 Introduction

- New NEPA that impact the FMP or changes in compliance and consultation?
- New partners or collaborators participating covered by the FMP?
- Does the FMP reflect current interagency partnerships

Section 2 Relationship to Land Management Planning/Fire Policy

- Does the FMP reflect changes in Land and Resource Management Plan direction, or are there changes in fire management policies? Does it consider any new programmatic direction, goals, objectives or guides?

Section 3 Wildland Fire Management Strategies

- Does the FMP reference new general management considerations, wildland fire management goals, or wildland fire management program options?
- Does the information covered in Fire Management Unit descriptions reflect appropriate strategies which support land management plan direction?
- Do the Fire Management Unit objectives support the strategic direction for the FMU, as well as address other social, political or resource considerations present in the FMU.
- Are they measurable and sufficient for use in the Fire Program Analysis?

Section 4 Wildland Fire Management Program Components

- Review each program component; (Wildland Fire Suppression, Wildland Fire Use, Prescribed Fire, Non-fire Fuel Application, and Emergency Rehabilitation and Restoration) for changes in personnel, training requirements, operational standards, and policies.
- Delegation of Authority should be clearly identified. Key decision points within the fire program should be identified along with the responsible decision maker.

Section 5 Organization and Budget

- Organization and Budget information should reflect the units' current agency direction regarding fire planning and the interagency Fire Program Analysis implementation strategy. This includes appropriate adjustments for phased transition to FPA outputs.

Section 6 Monitoring and Evaluation

- Monitoring requirements should identify components, procedures, time frames, responsibilities, and reporting requirements for monitoring and evaluating whether the FMP is being implemented as planned, and whether fire-related goals and objectives are being achieved. Information obtained from monitoring and evaluations is used to update the FMP as well as land use plans.

General FMP Review Items:

- Fire management direction should clearly correlate to specific geographic areas. All fire management direction that applies to a specific area should be listed in one place within the FMP. For example, each FMU Description should contain all the management strategies and objectives applied to that FMU.
- FMU management strategies should address all other resource management considerations as appropriate, such as wilderness, invasive species, species management, soils, etc. The FMP should reflect a high level of collaboration with other resource specialists.
- Fire management strategies within FMUs should be clearly articulated. Management direction for important program emphasis areas such as wildland urban interface, should be clearly identified.
- Were FMU objectives evaluated for success and effectiveness, and were they revised depending upon monitoring and evaluation feedback?
- The FMP should be a professional document ready for public review. The FMP should be complete and errors corrected before being signed by the approving official.