

IDAHO FIRE RECORD RELEASE DETERMINATION FORM

Name of FOIA Requester: _____

Relationship to Suspect:

_____ Self

_____ Representative

If Representative, name of Organization: _____

If Representative, name of Client: _____

Fire Name: _____ Fire Number: _____

Above-named FOIA requester is interested in resolving a Fire Trespass Case and is requesting information to assess/potentially begin settlement negotiations/offer.

The following records are responsive and will be provided as part of the Idaho Need to Know (NTK) Process

_____ INFORM report, including map(s)

_____ Cost Summary Records (w/disclosure **Costs provided herein may not be final or all-inclusive**)

_____ Dispatch logs

_____ Weather Information and data

After a review of the (Name of Fire) Trespass Casefile, the following determination is made:

_____ Fire investigation is complete (A wildfire investigation is NOT complete until it has been closed or a Final Trespass Decision has been issued.): **Process as a standard FOIA request**

_____ Records marked above are releasable after FOIA review: **Process as a NTK request**

_____ Requester is not involved in potential settlement: **Withhold all records under (b)(7)(A)**

_____ Requested records are not releasable through the NTK process: **Withhold under (b)(7)(A)**

District Trespass Coordinator / Date

I **concur** with the District Trespass Coordinator's determination above.

Concur

Do Not Concur

District or Field Manager / Date

Concur

Do Not Concur

Concur

Do Not Concur

State Trespass Coordinator / Date

Solicitor's Representative / Date

Rationale for not supporting District Trespass Coordinator Determination:

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Form Instructions:

1. District fire personnel will follow the decision tree to make a release determination. The District Trespass Coordinator will complete the form marking their determination, then sign/date and email the form to the appropriate Line Officer and then to the State Trespass Coordinator.
2. The State Trespass Coordinator will review the district determination and document their concurrence or no concurrence with the determination (a reason for disagreement must be notated on the form).
3. The State Trespass Coordinator will sign and date the form based on their review and email it to the Boise Solicitors Office Attorney-Advisor.
4. The Boise Solicitors Office Attorney-Advisor reviews the form and documents their concurrence or no concurrence with their determination (a reason for disagreement must be notated on the form).
5. The Boise Solicitors Office Attorney-Advisor will sign and date the form based on their review and email it to blm_id_foia@blm.gov.
6. Upon receipt of the completed form, the Idaho FOIA Office will take appropriate action, obtaining responsive records from the district or issuing letters to the FOIA requester related to their request.

Note this process must meet the identified timeframes established in the search and provide email to ensure legal requirements are met.