

## Incident Qualification and Certification

### Individual Employee Update for Idaho State Office Employees

- Completed forms must be electronically submitted to [BLM Idaho Fire Training Officer](#).
- Forms should be submitted annually by April 20. IQCS qualification cards will be printed by May 15, or as annual requirements are completed.
- You may request a copy of your IQCS master record at any time by emailing [BLM Idaho Fire Training Officer](#).
- If you have questions on completing the form please contact Steve Shaw at [srshaw@blm.gov](mailto:srshaw@blm.gov) or 208-373-3855 or Kelly Woods at [kwoods@blm.gov](mailto:kwoods@blm.gov) or 208-387-5639.

Employee Information			
First Name		Email	
Last Name		Best Contact Phone Number	
Middle Initial		Direct Supervisor	
Home Unit/Office		Supervisor Email	

Training administered within IQCS will automatically be applied to the individual's record when the course session is completed. Please enter any fire related training you completed since your last IQCS card update.

When did you last complete a Work Capacity Test (WCT)?	Date:
When did you last complete annual fireline refresher training (RT-130)?	Date:
When did you last complete Do What's Right Training?	Date:

Employee Training Entry			
Course Code	Date Completed (MM/DD/YY)	Course Code	Date Completed (MM/DD/YY)

EMPLOYEE WILDLAND AND PRESCRIBED FIRE EXPERIENCE								
Please enter as much information as possible								
Job Code	Incident Performed on (Event Code)	Incident Date MM/DD/YY	State	Operational Periods (Shifts)	Management Type or Complexity Level (See Below)	Fuel Type (See Below)	Fire Size (See Below)	Incident Name <small>Fire code/ Fire number if known</small>
FFT2	WF	07/21/00	NM	19	1	3	G	EXAMPLE


ICS Management Types	Complexity Levels	Fuel Type (select primary carrier)	Fire Sizes (in acres)
<b>TYPE A</b> - national area command team assigned	<b>TYPE 1</b> <b>TYPE 2</b> <b>TYPE 3</b> (For Prescribed Fires)	<b>1</b> - grass <b>2</b> - shrub <b>3</b> - timber <b>4</b> - slash	<b>A</b> .1 - .25
<b>TYPE 1</b> - national type 1 team assigned			<b>B</b> .26 - 9.9
<b>TYPE 2</b> - regional type 2 team assigned			<b>C</b> 10 - 99.9
<b>TYPE 3</b> - extended attack with multiple resources			<b>D</b> 100 - 299.9
<b>TYPE 4</b> - initial attack			<b>E</b> 300 - 999.9
<b>TYPE 5</b> - initial attack with very few resources			<b>F</b> 1,000 - 4,999.9
			<b>G</b> 5,000 +

**Task Books**

- Attach a copy of the front cover of any task book that you currently have open.
- Attach copies of any evaluator pages from open task books that correspond to any trainee experience above.
- If final evaluator block has been completed, please attach entire task book for review and certification. All Idaho State Office Employee task books will be certified by the State FMO.

Current/Open Task books		
Event Code	Task book Title and Job Code	Initiated Date
<i>Example: WF</i>	<i>Example: Firefighter Type 1-- FFT1</i>	<i>Example: MM/DD/YYYY</i>