

Superintendent's Annual Checklist for Wildland Fire Management

The Park Superintendent is responsible to the Regional Director for the safe and efficient implementation of fire management activities within their unit, including cooperative activities with other agencies or landowners in accordance with delegations of authorities.

- Annual review of Fire Management Plan
 - Review Wildland Fire Decision Support System (WFDSS) inputs for consistency
 - Sign checklist and submit to Regional FMO
- Provide a written Delegation of Authority to individual(s) responsible for wildland fire management activities to ensure an adequate level of operational authority.
- Meet with fire management staff at least annually.
 - Review program accomplishments (fuels and preparedness).
 - Discuss treatment plans for the upcoming year.
 - Confirm status of treatment plans, compliance, and prep work.
- Ensure fire and fire aviation preparedness reviews are conducted each year. Send a summary of the review findings to the Regional FMO.
- Review and update all relevant interagency agreements, cooperative agreements, and Memorandum of Understanding (MOUs).
- Review and update Critical Incident Response Plan.
- Maintain WFDSS account currency, especially throughout fire season.
- Review and sign *Agency Administrator Ignition Authorization* and *Prescribed Fire Go/No-Go Checklist* prior to ignition on each prescribed fire in your park unit.
- If applicable, review unit Aviation Management Plan.
- Personally visit a wildfire or prescribed fire, if occurring in your park unit.
- Attain and maintain the Agency Administrator (AADM) qualification in the Incident Qualifications and Certification System (IQCS).