

**ADMINISTRATIVE PROCEDURES**

|  |  |
| --- | --- |
| **80.08 Operational Certification Committees** | **Issued: September 11, 2024** |

1. GOVERNING REGULATIONS

The Operational Certification Committees include three separate committees for chainsaw operations (Faller Certification Committee), heavy equipment operations (Heavy Equipment Certification Committee), and engine operations (Engine Certification Committee). All committees are governed by the “Wildland Fire Qualification System Guide (PMS 310-1)” published by the [National Wildfire Coordinating Group](http://www.nwcg.gov/) (NWCG) and the [Texas A&M Forest Service Wildland Fire and Incident Management Team Training & Qualifications Manual](https://texasforestservice.sharepoint.com/:b:/s/PnP-PublicDocuments/EfDTPzX8PhpOrPtVHfvy3V4BnzZOyfLiUKojjzgoIsrMOg?e=vlRfz3).

2. PURPOSE

* 1. The purpose of the Committees is to assist with the development of criteria for certification of NWCG and agency-specific qualifications related to chainsaw operation, heavy equipment operation, and engine operation, to evaluate Faller position taskbooks for agency employees and TIFMAS personnel, and to provide input and recommend certification of qualified candidates when requested.

2.2 The Professional Development Department Head is the designated Certifying Official for position taskbooks, and the initial certification and annual recertification of qualifications on individual’s Incident Qualification Cards (“red cards”).

3. MEMBERSHIP

3.1 The Faller Certification Committee is a group of agency employees and TIFMAS personnel with extensive experience and expertise in wildland fire chainsaw operations. They must hold the position of Intermediate Faller (FAL2) Certifier, at a minimum. The Professional Development Department Head appoints a chair of the committee. The committee chair position is exempt from required qualification/experience requirements. The chair appoints the Committee members. Approximately 3 agency employees and 3 TIFMAS personnel will serve on the Committee. The Committee will:

3.1.1 Develop curriculum for the Wildland Fire Chainsaws Training Annual Refresher (RT-212).

3.1.2 Review Chainsaw Certifier Applications and provide recommendations of acceptance or denial to the Texas A&M Forest Service Qualifications Program, based on the application and field evaluation from an agency-delivered Chainsaw Certifier Workshop.

3.1.3 Meet at least once a year to review current procedures and discuss issues.

3.1.4 Meet quarterly to review position task books for all Faller positions, which includes Basic Faller (FAL3), Intermediate Faller (FAL2), and Advanced Faller (FAL1).

3.2 The Heavy Equipment Certification Committee is a group of agency employees and TIFMAS personnel with extensive experience and expertise in wildland fire heavy equipment operations. They will hold the position of Heavy Equipment Boss (HEQB), at a minimum. The Professional Development Department Head appoints a chair of the committee. The committee chair position is exempt from required qualification/experience requirements. The chair appoints the Committee members. Approximately 3 agency employees and 3 TIFMAS personnel will serve on the Committee. The Committee will:

3.2.1 Meet at least once a year to review current procedures and discuss issues.

3.2.2 Review Heavy Equipment Operator Final Evaluator Applications and make recommendations for approval or denial to the Professional Development Department Head.

3.2.3 Serve as subject matter experts and provide input and recommendations for training or qualification standards pertaining to wildland fire heavy equipment operations.

3.3 The Engine Certification Committee is a group of agency employees and TIFMAS personnel with extensive experience and expertise in wildland fire engine operations. They will hold the position of Engine Boss (ENGB), at a minimum. The Professional Development Department Head appoints a chair of the committee. The committee chair position is exempt from required qualification/experience requirements. The chair appoints the Committee members. Approximately 3 agency employees and 3 TIFMAS personnel will serve on the Committee. The Committee will:

3.3.1 Meet at least once a year to review current procedures and discuss issues.

3.3.2 Serve as subject matter experts and provide input and recommendations for training or qualification standards pertaining to wildland fire engine operations.

4. RESPONSIBILITIES

The Committees will do the following:

4.1 When requested, review candidate training records and position taskbooks and determine if they meet the applicable qualification requirements. Provide recommendations for approval or denial of position task books to the Professional Development Department Head.

4.2 Evaluate current policies and procedures pertaining to the focus/function of that committee, providing any edits and recommendations to the Professional Development Department Head.

4.3 Develop curriculum and/or recommend changes/updates for any training relating to the focus/function of that committee, providing any edits or recommendations to the Professional Development Department Head.

4.4 Assist with development of criteria for qualifications related to the focus/function of that committee.

5. REPORTING RELATIONSHIP

The Committees report to the Professional Development Department Head.

CONTACT: [Qualifications Program Leader](mailto:qualifications@tfs.tamu.edu), (939) 564-9825