

## MEMORANDUM OF UNDERSTANDING

Between the

*Oregon Firefighting Contractors Association*

And the

### **PACIFIC NORTHWEST WILDFIRE COORDINATING GROUP**

This MEMORANDUM OF UNDERSTANDING is hereby entered into by and between the Pacific Northwest Wildfire Coordinating Group, hereinafter referred to as PNWCG, and the **Oregon Firefighting Contractors Association** hereinafter referred to as the Provider.

Background: The PNWCG is established to provide an interagency approach to wildland fire management and all-risk support on all land ownerships within the States of Oregon and Washington. Through its Training Committees, PNWCG manages a wildland fire training certification program for its member agencies. It is the policy of PNWCG that all resources utilized on wildland fire incidents within the Pacific Northwest must meet all training, experience and physical fitness standards identified in the current National Wildfire Coordinating Group (NWCG) Wildland Fire Qualification System Guide (PMS 310-1) and Region 6 US Forest Service VIPR Agreements.

Private contractors continue to comprise a large and important portion of the workforce and equipment utilized for incidents within the PNWCG area. Wildland fire training for contractor employees is accomplished in the Pacific Northwest through an MOU between PNWCG and private Training Associations and Public Training Providers. Providing contractor training through an MOU has been successful in meeting the training requirements and needs for wildfire contractor personnel.

#### **I. PURPOSE**

The purpose of this MOU is to provide a general framework for cooperation and coordination between the parties concerning verification of wildland fire personnel qualifications for contractor personnel performing wildland fire duties under Region 6 US Forest Service VIPR Agreements.

#### **II. STATEMENT OF MUTUAL BENEFIT AND INTEREST**

Under the terms of the MOU, all members of PNWCG, except for the Oregon Department of Forestry (ODF), and the Provider propose to form a partnership whereby the Provider agrees to verify personnel qualifications for wildland fire personnel working under Region 6 US Forest Service VIPR Agreements. According to the terms and conditions of this MOU, PNWCG agrees to recognize the verification of wildland fire personnel qualifications by the Provider. This will provide the checks and balances necessary for PNWCG to recognize Incident Qualification Cards and ensure wildland fire personnel meet minimum standards provided under the Region 6 US Forest Service VIPR Agreements.

**IV. PNWCG SHALL:**

- A. Monitor the verification of wildland fire personnel qualifications and records of the Provider to determine if they are current, accurate and in compliance with PNWCG and NWCG standards and procedures as identified within this MOU and the Region 6 US Forest Service VIPR Agreements. .
- B. Recognize verification of wildland fire personnel qualifications completed by the Provider as set forth in this MOU and the Region 6 US Forest Service VIPR Agreements.  
\*\* (All members of PNWCG except Oregon Department of Forestry)

**V. THE PROVIDER SHALL:**

- A. Must be capable of verifying personnel position qualifications for all contractor employees across the entire Pacific Northwest Geographic Area..
- B. Maintain and provide access to the Contract Program Specialist or representative upon request, the qualification records for all Wildland Fire Personnel Qualification Inspectors utilized under this MOU.
- C. Verify all wildland fire personnel position qualifications based on review of required training and experience records as identified in this MOU and the Region 6 US Forest Service VIPR Agreements.
- D. Maintain and provide access to the Contract Program Specialist or representative the records of contractor employees verified under this MOU. Said records shall contain at a minimum a copy of the Provider's inspection and personnel records checklists.
- E. Provide contractors documentation of their employees' Wildland Fire Personnel Position Qualifications verification (*Appendix A for sample form*) and a verified Incident Qualification Card in a timely manner.
- F. Provider will submit to PNWCG their proposed business practices outlining how they will ensure quality assurance for all inspections. Proposal must include specific quality control measures and identify how they will monitor performance to ensure consistency and integrity.

**VI. IT IS MUTUALLY AGREED AND UNDERSTOOD BY ALL PARTIES THAT:**

- A. PRINCIPAL CONTACTS. The principal contacts for this instrument are:

Katie Mergel, Contract Operations Specialist  
US Forest Service Fire and Aviation  
1740 Southeast Ochoco Way  
Redmond, Oregon 97756  
(541) 504-7339(Voice)  
Email Address: kmergel@fs.fed.us



January 29, 2018

part, at any time before the date of expiration.

K. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this MOU. In witness whereof, the parties hereto have executed this MOU as of the last date written below.

L. COMMENCEMENT/EXPIRATION DATE. This instrument is executed as of the date of last signature and is effective through January 15, ~~20XX~~ at which time it will expire unless extended.

2024  
2024

The authority and format of this instrument has been reviewed and approved for signature.

In WITNESS WHEREOF, the parties hereto have executed this MOU as of the date listed below.

Representing Provider: Oregon Firefighting Contractors Association

Signature 

01 March 2018  
(Date)

Printed Name Dillon Sanders, President

Representing: Pacific Northwest Wildfire Coordinating Group

Signature   
PNWCG Chair

3/12/19  
(Date)

Printed Name Charles W Turkey