

RMCG



**ORIGINAL**

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**Rocky Mountain Coordinating Group**

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**COLORADO FIRECAMP  
(PONDEROSA LODGE)  
PUBLIC TRAINING PROVIDER**

**AND**

**THE ROCKY MOUNTAIN COORDINATION GROUP**

**AND**

**ROCKY MOUNTAIN  
AREA TRAINING WORKING TEAM**

**I. PURPOSE**

The Rocky Mountain Coordinating Group (RMCG), through its Training Working Team (TWT), is responsible for managing and providing certified wildland fire training for member agencies. Public Training Providers desire to offer training for wildland fire qualifications and the RMCG desires to make use of the Public Training Providers' expertise and facilities.

**WHEREAS**, RMCG will not recognize or certify Public Training Provider's trainees or instructors except where formal agreements are in place.

**WHEREAS**, RMCG will not authorize the Public Training Provider to issue National Wildfire Coordinating Group (NWCG) Certificates of Course Completion unless a Memorandum of Understanding exists between RMCG and the Public Training Provider.

**WHEREAS**, RMCG will not recognize any NWCG course that has not presented all of the prescribed course material and/or had been presented by an instructor that does not meet minimum RMCG instructor qualifications.

**WHEREAS**, NWCG encourages member agencies, at the local level, to assist educational institutions in an advisory and support capacity, establishing or guiding wildland fire training programs consistent with applicable laws, regulations and policies to include both classroom and field performance-based training.

**WHEREAS**, Memorandums of Understanding (MOU's) to formalize training, advisory and support arrangements between RMCG and Public Training Providers is highly recommended.

**THEREFORE**, RMCG and Colorado FireCamp propose to form a partnership to accomplish delivery of S-100 through S-200 level fire training courses: and I-100, I-200 and I-300 courses.

## **II. AUTHORITIES**

|                  |                                   |
|------------------|-----------------------------------|
| 16 USC 661-667e  | F&WS Coordination Act             |
| 16 USC 742a-742j | The Fish and Wildlife Act         |
| 31 USC 6305      | Intergovernmental Cooperation Act |
| 31 USC 1535      | Economy Act                       |
| 16 USC 1-1A      | NPS Organic Act                   |

## **III. RESPONSIBILITIES**

### **A. The RMCG agrees to:**

1. Provide RMCG Instructor qualification requirements for wildland fire training courses.
2. Recognize that Colorado FireCamp meets RMCG standards.
3. Authorize Colorado FireCamp to issue NWCG Certificates for Course Completion to students graduating from courses that are on the annual operating plan.
4. Monitor the quality of training provided to the Colorado FireCamp.
5. Identify to Colorado FireCamp the source to obtain training materials.
6. Identify a process for Colorado FireCamp to petition for offering courses specifically not listed in this MOU.

### **B. Colorado FireCamp agrees to:**

1. Meet annually with the RMCG Training Committee to establish an annual operating plan.
2. Provide coordination of wildland fire training courses that meet RMCG standards by:
  - a) Furnishing training space and facilities
  - b) Providing training and evaluation materials
  - c) Conducting registration and maintaining student records

- d) Providing notification of classes with names of students, dates, and instructors.
  - e) Allow instructors to sign-off on completed tasks accomplished during training courses and/or field exercises in accordance with the Task Book Administrator's Guide, PMS 330-1
  - f) Regulate class size according to the Field Manager's Course Guide.
3. Screen Instructors to ensure that they meet or exceed minimum RMCG Instructor Qualifications as provided by the RMCG Training Committee.
  4. Screen students to ensure that they meet all of the prerequisites (training and experience) to attend the course.
  5. Establish an advisory committee that has a minimum of one representative from a local wildland fire agency to guide wildland fire training programs offered by the Colorado FireCamp.
  6. Submit non-covered course petitions to the RMCG Training Committee for consideration and approval.
- C. The RMCG Training Committee agrees to:
1. Meet annually with Colorado FireCamp to establish an annual operating plan during the spring meeting.
  2. Provide, as available, qualified cadres to Colorado FireCamp.
  3. Monitor the quality of training offered by Colorado FireCamp.
  4. Review non-covered course petitions submitted by Colorado FireCamp and make recommendations to the RMCG.
- D. RMCG, The Training Committee and the Colorado FireCamp mutually agree to:
1. Meet annually to establish an annual operating plan. The RMCG agrees to send a representative to these meetings.
  2. Provide training that meets RMCG standards for Wildland fire training contained in the "*Wildland Fire Qualifications Subsystem Guide*", PMS 310-1 and PMS 901-10 "*Field Manager's Course Guide*"
  3. Adopt RMCG instructor standards.

4. Meet annually to review this MOU and that the MOU may be revised as necessary during that meeting or by the issuance of a written amendment signed and dated by all parties.
5. Either party may terminate this agreement by providing a 60-day written notice to the other party.

**Representing Colorado FireCamp (PTP):**

Kent B Maxwell  
(PRINT NAME)

Kent B Maxwell  
(SIGNATURE)

4-1-2003  
DATE

**Representing RMCG:**

JOHN A. COLENIK  
(PRINT NAME)

[Signature]  
(SIGNATURE)

11-24-03  
DATE

**Representing Training Working Team:**

[Signature]  
(PRINT NAME)

Jim Strawn  
Chair TWIT  
(SIGNATURE)

4/1/03  
DATE