



File Code: 5100; 1200

Date: May 3, 2023

Route To:

**Subject: Delegation of Authority - Forest Fire Management Officer and Assistant
To: Eric Rebitzke, Unit Fire Management Officer
Shelby Majors, Unit Assistant Fire Management Officer
Brenda Dale, Unit Fuels Planner**

Eric Rebitzke, Forest Fire Management Officer, and, Shelby Majors, Forest Assistant Fire Management Officer (Detail) for the Upper Peninsula Fire Management Unit (Hiawatha National Forest and Ottawa National Forest) are delegated to act on our behalf for the following duties and actions:

1. Represent the Hiawatha and Ottawa National Forests within the State of Michigan, working with multi-agency wildland fire managers, in setting priorities and allocating resources for fire emergencies.
2. Coordinate and provide oversight for all prescribed fire and Hazardous Fuels activities on both Forests and recommend suspension of all prescribed fire when conditions warrant.
3. Ensure that only qualified personnel are used in wildland and prescribed fire operations.
4. Coordinate, preposition, send, and order fire and aviation resources in response to current and anticipated unit-wide conditions.
5. Request and oversee distribution of severity funding for the Upper Peninsula Fire and Aviation program.
6. Confirm availability of funds and forward for line officer approval Fire Program requests of overtime, hazard pay and other premium pay.
7. Ensure all incidents are managed in a safe and cost-effective manner.
8. Coordinate and provide all fire and prevention information needs to inform internal and external customers with necessary information.
9. Coordinate all fire funding accounts with the Budget office to assure unit fiscal guidelines are adhered to and targets are met.
10. Ensure Hazardous Fuels accomplishment are accurately reported in the appropriate data base of record.
11. Review and approve all fire program travel authorizations and vouchers.
12. Approve Incident Qualification Cards in accordance with agency policy.



13. Authorized as recommending official to the R9 AD Hub for Emergency Firefighters in accordance with Emergency Worker Pay Plan and regional AD Hiring Plan.
14. Ensure aircraft use in support of fire and resource management activities complies with applicable Forest Service and interagency policy.
15. Provide Technical Review of Prescribed Burn Plans commensurate with your prescribed burn qualifications.
16. Oversee the initial attack process and management of lower complexity (Type 3-5) incidents through coordination with the Zone FMO and to guide transition to a Type 2 or Type 1 incident.
17. Provide guidance in coordination with District Ranger's to Zone FMO's and/or Initial Attack IC concerning unit specific objectives and safety concerns.

As Forest and Fire Program Leadership, I expect us to implement the current Chief's Letter of intent and its associated guidance and protocols in effective risk management and stakeholder dialogue relative to both the response to unwanted wildfires and implementation of prescribed fire.

You will function within fire management policy as shown in the current "Interagency Standards for Fire and Fire Aviation Operations", i.e., "Red Book", and all applicable Forest Service directives/manuals.

SHANNON RISCHE
Forest Supervisor
Hiawatha National Forest

MICHAEL CRUMP
Forest Supervisor
Ottawa National Forest