



January 11, 2019

Dear Future Wildland Firefighter:

I am pleased that you have decided to take the first step in the National Wildfire Coordination Group training to become a wildland firefighter. You are joining a dedicated group of individuals that work hard to ensure the integrity of our natural areas and the safety of our citizens. Many of you are already doing this thru your service as members of volunteer and career fire departments. I hope this training adds useful information to your repertoire.

For years, S-130/S-190 has been the basic national training standard necessary to become a wildland firefighter and was required to participate on most federal and state wildland fire suppression and prescribed fire incidents. The training was always conducted in the classroom with additional field experience. Times are changing and it is now possible to do much of the study online.

**These on-line classes can take about 32 - 40 hours to complete successfully so getting started early is a good idea.**

To become a qualified wildland firefighter, applicants need to complete classes which are approved by the National Wildfire Coordination Group. These classes have also been endorsed by the Federal Emergency Management Agency (FEMA) of the Department of Homeland Security.

The purpose of these classes is to assure a standard level of training for competence and safety. This course of study consists of three online classes (IS-700a, I-100, and S-190) and one "blended" course (S-130) consisting of both online course work and a field session. All must be completed successfully to receive your final certificate. We will issue the final certificate upon completion.

I expect that you will budget your time and work through the four courses at your own pace but they will need to be completed in time to take the field course at SCAFFA on March 22<sup>nd</sup>. I also expect that you will invest yourself fully to gain the most from this new format of instruction. **As you complete each section of the online classes, be sure to print your certificates after completing each section. You will need to provide the instructors with all the necessary certificates when you attend the field training course on March 22, 2019 as part of the SCAFFA Fire School in Topeka, KS.**

The field training will cover skills necessary for wildland firefighting and will be outdoors in the field. Every effort will be made to complete the training on the scheduled day, so come prepared to be outdoors in a variety of weather conditions. If severe/hazardous weather, or fire activity forces this field training to be rescheduled then KFS and SCAFFA will be in contact to make those arrangements.

Completing these classes means that the student will be eligible to receive an incident qualification card or "red card" from any NWCG agency such as the Kansas Forest Service. An annual Physical Fitness test will also be required to receive full "red card" qualification. There is no guarantee that NWCG organizations or agencies will need new firefighters or add qualified students to their "red card" roster.

## Online Course Guidance:

### Online course overview information, Please read the following

NWCG Online courses are currently most compatible with Internet Explorer on a Windows OS. They do not work as well with:

- MAC OS
- Firefox Internet Browser
- Mozilla Internet Browser
- Please use a Windows Based PC and only access the online training with Internet Explorer 6.0 (or higher).
- **A known issue that will cause the deletion of module tracking/completion data is when the Internet Explorer (IE) Microsoft browser "x" in the top right corner of the window is used to exit the content window, all module tracking data is deleted and not recorded in the Learning Management System (LMS). This is an IE Microsoft Security Feature which cannot be hard-coded out of the courseware. Users must utilize the "exit" or "next" buttons in the content screen to ensure that module tracking data is successfully recorded to the LMS.**
- Helpful online reference publications
  - Incident Response Pocket Guide (930KB):  
<http://www.nwcg.gov/pms/pubs/pms461/>
  - Fitness and work capacity: <http://www.nwcg.gov/pms/pubs/pms304-2.pdf>
  - Glossary of Wildland terminology (824KB);  
<http://www.nwcg.gov/pms/pubs/glossary/pms205.pdf>
  - Wildland Fire Incident Management Field Guide 1.3MB (replaces the Fireline Handbook) <http://www.nwcg.gov/pms/pubs/pms210/>

### Online Course Steps:

1. Start by creating an account and registering online at the National Fire Academy (NFA)
  - a. Go to: <https://www.usfa.fema.gov/training/nfa/courses/online.html>
  - b. Scroll down to the "Getting Started is easy:" instructions.
  - c. Click the "NFA course catalog" text to begin looking for the first course.
  - d. The first course you should look for in the catalog is ICS-100, Introduction to ICS for Operational First Responders (Q462). In the "Filter by delivery" dropdown select "online". Scroll thru until you find ICS-100, Introduction to ICS for Operational First Responders (Q462). (This will likely be the top choice on page three of the available selections.) BEFORE GOING TO STEP e. MAKE SURE YOU ARE ON Q0462, ICS-100.
  - e. Then click "Apply Online" and follow the instructions for "**NEW STUDENTS**" on the login page.
  - f. Then follow the onscreen steps to start your profile. In the Domain drop down box select "NWCG". For Organizational Information if you are affiliated with a wildland fire agency, enter that agency. If you are affiliated with a fire department, enter that department. If not, enter K-State, or leave blank.
  - g. FEMA no longer allows NFA to use Social Security numbers as the student ID. You will need to request a student ID from FEMA (click the blue text under the student ID boxes to start this process).
2. Once you have all of your NFA logon information you should be able to login and complete the ICS 100 course.
  - a. Save and print your certificate of completion for ICS 100.
  - b. Save your account login ID and password information and leave the National Fire

Academy site to take the IS-700a class. (remember/save your FEMA Student ID number.)

3. Set aside enough time to fully complete each module or you will have to redo the entire module again. **Make sure you are connected to a printer.**
  - a. Each course is broken up into various modules with a test at the end of each module.
  - b. Upon completion of a module “Challenge Review” with a passing grade, you should print your Certificate of Completion for the module. Also print your certificate of completion for the course when done. [NOTE – Online-records of completion for the modules and courses do not always seem to show up if you go back later.]
  - c. Feel free to take notes during your courses to review from.
  
4. The next class to take is the IS-700a course (found under FEMA) go to:
  - a. <http://training.fema.gov/EMIWeb/IS/is700a.asp> (Takes about 3 hours to complete)
  - b. Take the course and then follow the instructions to login and take the exam at the secure EMI website.
  - c. Save the e-mailed certificate of completion. For the IS-700a course, when it asks for your social security number at the final Exam use your FEMA Student ID you got with your National Fire Academy Account.
  
5. Go to NWCG Online for the remaining courses: <https://onlinetraining.nwcg.gov/>
  - a. In the list of links under “Online” select S-190, Introduction to Wildland Fire Behavior. Click this link and follow the prompts. NOTE: you should eventually be directed back to the NFA Training Website where you will log back in as you did in Step 2 above for the ICS 100 course.
    - i. Take S-190 before you take S-130.
    - ii. For the monitoring fire behavior (S-190) a.k.a. the “Look Up, Down, and Around” module use the online form of the Incident Response Pocket Guide as a source of reference material.  
<http://www.nwcg.gov/sites/default/files/products/pms461.pdf>
  - b. After completing S-190 move on to S-130: Found at the NWCG online site (<https://onlinetraining.nwcg.gov/>) under “Blended”. Click on S-130, Firefighter Training and again follow the prompts eventually leading back to the NFS Training site.
    - i. The needed reference material - The Fireline Handbook a.k.a Wildland Fire Incident Management Field Guide reference can be found at this link:  
<http://www.nifc.gov/nicc/logistics/references/Wildland%20Fire%20Incident%20Management%20Field%20Guide.pdf>
  - c. For both S-190 and S-130 save, print, or in some way be able to present a copy of the certificate that you should receive at the conclusion of each module. **Your proof of successful completion of each module will be a basis for your grade in the RRES 200 course.**
  
6. The last module of S-130 (Fire Exercise Day or Performance Day) requires completion of field firefighting exercises.
  - a. **Firefighting Exercise Days will be held at a location TBD in conjunction with the SCAFFA Fire School in Topeka, KS on March 22nd, 2019. Further location details will be available and announced by SCAFFA.**
    - i. We will begin at 8:00am, briefly cover questions, concerns, documents, etc. indoors, and then move to the field session outdoors.

- ii. You will also need to bring your own;
  - 1. Lunch and water
  - 2. Gloves
  - 3. Sturdy leather boots
  - 4. Eye protection
  - 5. Fire resistant (i.e. Nomex) or all natural fiber clothing (cotton, silk, wool etc.) NO SYTHETIC CLOTHING
  - 6. Dress for the weather, if it is raining or cold we will still be outside.
  
- b. **You must bring your certificates of course completion for IS-700a, and ICS-100. You must bring a certificate of completion for each module of S-190 and S-130 to pass the field exercise day. (You won't have the on-line course completion for S-130 since the field day is the last module needed to complete the S-130 course.)**
- c. We will also arrange for a free optional Pack Test at the conclusion of the field day for those who want to take it. (Passing this test is necessary for obtaining a red card, but not necessary for completing the SCAFFA course.) If planning to pack test you may want to bring athletic attire and tennis shoes to change into for the pack test.
  - i. Work Capacity Test (aka Pack Test requirements) - Arduous - 3 miles, 45 pound pack, 45 minutes or less, no running or jogging.
  - ii. Satisfactory completion of a physical fitness self-assessment and consent form will be required in order to take the pack test.
  - iii. Further info on the "Pack Test": <http://www.nwccg.gov/pms/pubs/pms304-2.pdf>

We are sure that you may have questions throughout the course. Please feel free to inquire as we are serving as your course coordinators and mentors. However, if you have questions about the online interface, you may be out of luck with us. We are not computer gurus and your answers may be easier to find online;

[nfaonlinehelp@fema.dhs.gov](mailto:nfaonlinehelp@fema.dhs.gov)

<https://training.fema.gov/contactus/>

We will be a better resource for you if you have questions about the course content. If you are having extreme difficulty with accessing the online content, please contact us to try and work out other arrangements the best we can. Email will be the preferred method of communication, but you can call as well. Our contact information is below. Thank you for your time and commitment to this training.

<p>Jason Hartman          Assistant Fire Management Officer, Kansas Forest Service          Coordinator, Kansas Prescribed Fire Council          2610 Claflin Road          Manhattan, KS 66502          phone: (785)532-3316          fax: (785)532-3305          email: <a href="mailto:hartmanj@ksu.edu">hartmanj@ksu.edu</a></p>	<p>Eric Ward          Assistant Fire Management Officer, Kansas Forest Service          2610 Claflin Road          Manhattan, KS 66502          phone: (785)532-3307          fax: (785)532-3305          email: <a href="mailto:eward@ksu.edu">eward@ksu.edu</a></p>
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