**File Code: Date:**

**Route To:**

**Subject: Delegation of Authority and Leaders Intent**

**Delegation of Authority:** Incident and/or Complex Name

We welcome you and your team to the (Incident and/or Complex), and wish you a safe and successful assignment.

We hereby delegate the authority for the management of the (**Incident and/or Complex**) to you as the Incident Commander. This delegation carries the full responsibility for the management of all the assigned firefighting resources, aviation assets, equipment, costs and the rehabilitation of suppression impacts directly related to this wildfire as a result of your tactical actions.

You will assume command of the incident from (**name the current IC**) at (**specify time and date**). It is paramount that close coordination with the hosting agency/agencies and your incident management team be established immediately to ensure a safe and efficient transfer of command.

We look forward to working with you and your team for the duration of your assignment, and expect us to be active partners with you in terms of any strategic discussions and/or adjustments.

**Leaders Intent:**

The fire(s) is burning on lands under the jurisdiction and/or protection responsibility of the: Southwest Land Office, Montana Department of Natural Resources and Conservation (DNRC); Northwest Land Office, Montana Department of Natural Resources and Conservation (DNRC); Bureau of Indian Affairs, Flathead Agency, Confederated Salish and Kootenai Tribes; Bureau of Land Management, Missoula Field Office; Bitterroot National Forest; and Lolo National Forest. The fire has burned onto private lands owned by Plum Creek Timber Company and/or Stoltz Land and Lumber, and the fire is burning in Missoula, Ravalli, Granite, Mineral, Sanders, Powell, and Lake Counties (**reference the attached maps**). The following counties and rural fire districts (**insert list here**) are responsible for public safety and structural fire protection on private property, and should be represented in the incident management organization, including the strategic planning and tactical operations as appropriate (**name the responsible individuals and reference the attached county, and local government contact list**).

The DNRC Area and/or Unit Manager, Forest Supervisor and/or District Ranger, and Bureau of Indian Affairs Superintendent or their named representatives will be available for the daily strategic and tactical validation of your incident operations (**name the responsible individuals and reference the attached agency, county, and local government contact list**).

The respective Incident Business Advisor(s) for DNRC Area and/or Unit Manager, Forest Supervisor, and Bureau of Indian Affairs Superintendent or their named representatives will be (**name the responsible individuals**) and they will available to discuss and validate daily operational costs with you and your Finance Section Chief. Utilize the Incident Business Management Guide to assist with business management decisions. For additional clarification and/or questions, please contact the assigned IBAs.

The respective Resource Advisor(s) for DNRC Area and/or Unit Manager, Forest Supervisor and/or District Ranger, and Bureau of Indian Affairs Superintendent or their named representatives will be (**name the responsible individuals**) and they will available to discuss and validate daily tactical operations with your Operations Section Chief.

The Wildland Fire Situation Analysis and/or the Wildland Fire Decision Support System were used to define the strategic direction commensurate with the values at risk. The areas, segments, and/or points along the fire perimeter/area need your immediate attention, and they are identified on the attached map. We will work with you and your team to identify the need for and what will be included in the long-term plan if one is developed.

Cost management will be discussed throughout the assignment based upon what success is, the strategic direction, the capabilities of your team, and the hosting agency/agencies ability to respond to you and make the necessary adjustments.

At the end of your assignment, you will be provided with an initial evaluation of your performance, and your final evaluation will follow once the incident is closed-out with the respective agencies (**need date**).

**Incident Objectives:**

Ensure all actions reflect a commitment to firefighter and public safety through the development of tactical operations commensurate with the number and types of firefighting assigned to your fire.

Be creative, decisive and exercise good judgment in decision making. Make reasonable and prudent decisions to accomplish the agency/agencies mission while minimizing exposure to hazards for the safety and welfare of all personnel on the fire and for the general public.

Coordinate any remaining tactical operations with assigned Resource Advisors. Establish all your tactical operations within the boundaries of the identified strategy, utilize existing road and trail systems, changes in vegetation, fuels, and weather, and natural barriers to minimize the suppression-related impacts on the natural and cultural resources and any other identified improvements that occur within the fire area. Have your Planning Section Chief work with the Resource Advisors to develop and implement the Suppression Rehabilitation Plan.

Coordinate cost management with the assigned Incident Business Advisor (IBA) and the assigned Line Officer(s) to complete the daily validation and/or make the necessary strategic adjustments, but do not compromise public, firefighter or aviation safety. Ensure that expenditures are commensurate with the values at risk by providing a daily cost summary to the hosting agencies. During your assignment you will be allocated

**($ amount**) as a ceiling for fire expenditures.

1. Use Appendix D of the Appropriate Management response document to record your costs.
   * Attach Appendix D cost factor matrix, with decisions documented, to the daily validation process.
   * Document specifics to the decisions in relation to the cost factors in the daily IC summary.
   * Document in the 209 the significant issues for values at risk/cost factors (blocks 28 and 29).
   * Ensure rationale for your decisions are clear to minimize misinterpretation.

Monitor cumulative fatigue, ensure all assigned firefighting personnel receive adequate rest, and any operational period in excess of 16 hours requires documentation and measures initiated to reduce fatigue. Please include a summary of excess hours worked and the appropriate mitigation, and include in your close-out package.

Ensure prompt and accurate communications that fosters discussions and encourages interactions with the hosting agencies, local cooperators and private landowners.

Your team will/will not be responsible for initial attack. (If the team is responsible for initial attack, the area of IA responsibility will be described in terms of identifiable topographic and man-made features). All IA operations will be reported immediately to the identified dispatch center (name center), a fire report will be completed by your Operation Section Chief, and made part of the final fire package.

Agency specific prevention and spread of noxious weeds needs to be included in regards to Environmental Management System operational controls.

The final fire package will follow the attached Northern Rockies Coordinating Group standard format prior to the close-out. Any items that are missing and/or incomplete will be listed and made know to the hosting agencies.