

A. Enabling Acts

Under direction of the Federal Act, Public Law 95-313, 9515 Congress, July 1, 1978, Section 7 and 12, the Cooperative Forestry Assistance Act of 1978.

B. Policy

Each region and the Forest Fire Experiment Station, by January 1, will submit an annual wildfire report following the format outlined under procedure.

C. Explanation

The Cooperative Forestry Assistance Act of 1978 requires each state to prepare and submit a calendar year fire report. In order to comply with the requirement, it is necessary that a narrative report be submitted to the Lansing office from each region and the Forest Fire Experiment Station not later than January 10. These reports will be compiled by the division and submitted to the United States Forest Service in Broomall, Pennsylvania by February 1.

D. Procedure

1. District will prepare an Annual Wildfire Report following the outline for the narrative and will also complete the District Wildfire Summary on Form 4260 and a District Wildfire Statistical Summary on Form 4260-1 and submit two copies to the region by December 10.
2. Region will prepare a regional narrative following the narrative outline and submit to the division, by January 10, along with a copy of each district's narrative, Wildfire Summary (4260) and Wildfire Statistical Summary (4260-1).

Narrative outline

1. Character and extent of fire season -- compare with past seasons. Compare fire statistics for the past five years. Include a brief statement on fire weather during current year.
2. New state legislation - impact on district, region and state
3. State appropriations - impact on district, region and state
4. Fire law enforcement
5. Fire prevention
6. New equipment
7. Training
8. Fire plans

9. Fatalities
10. Major developments
 - a. New areas placed under protection
 - b. Major changes in state organization
 - c. Outstanding developments in any field of fire protection
 - d. Important meetings or contacts

The following reports are due in the division by January 10.

1. Narrative reports
2. Wildfire Summary -(Form 4260)
3. Wildfire Statistical Summary -(Form 4260-1)

All individual wildfire reports must be received from the districts at the division by no later than December 1, in order to allow compilation in the computer report and to be available for inclusion of data into the annual division report.

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