Charter

Colville National Forest

Okanogan-Wenatchee National Forest

EMS Development and Training

4.4.1 Resources, Roles, Responsibility and Authority

Forest Leadership Team:
The Forest Leadership Team (FLT) will have oversight of budget allocations to ensure that adequate financial and human resources are available throughout the development process. The FLT will also ensure adequate time is provided to the EMS team in the development of the manual and follow-up training. The FLT will provide guidance to the EMS development team during the EMS manual development and training process through periodic reviews of options provided by the EMS Development Team.

EMS Development Team:
EMS development for the Colville National Forest is being done simultaneously with the EMS development for the Okanogan and Wenatchee National Forests. Personnel on the EMS development team are drawn from both Forests.

The EMS development team will be responsible for the development of the Forest's EMS manual. Since this is a national pilot project, periodic drafts will be sent to the WO representative (Larry Hayden) and the contractor (Lynn Pennimann), who will train and assist the EMS team in the development of the manual. The EMS development team will be led by the EMS Management Representative who is responsible for establishment of the EMS manual for all three national forests. This person is currently the Natural Resource Staff Officer of the Colville National Forest (Don Gonzalez). Responsibility will be transferred to the Forest Customer Service and Planning Staff Officer (Mimi Tryon) for the Colville National Forest and the Administrative Officer (Maureen Hanson) for the Okanogan and Wenatchee National Forests upon establishment of the EMS and completion of the manual. The core team consists of Craig Newman, Katie Phillips, Sarah Warneke, John Townsley, and Richy Harrod. The Forest Plan Revision Team Lead, Margaret Hartzell will assist as necessary.

The EMS development team will:

- Attend EMS training(s)
- Develop a timeline for drafts and final EMS manual
- Document the development process
- Present the FLT options of Significant Aspects, and Objectives/Targets for development.

- Develop Operational Controls and Monitoring and Measures for Significant Aspects and Objectives/Targets.
- Provide Forest Supervisor, WO and contractor with periodic draft guides for review
- Complete the EMS manual for Forest Supervisor approval (target date is March 23, 2006)

EMS Management Representative and Forest PAO:
The EMS Management Representative along with the Forest PAO for each national forest are responsible for developing and implementing the Forest Competence, Training and Awareness Plan and the Forest Communication Plan (ISO 14001 Sections 4.4.2 and 4.4.3) for the respective national forests. This will be done in coordination with the Regional Office EMS representative Dick Phillips and with WO guidance from Larry Hayden. Annual and other EMS Trainings will be the responsibility of the Forest PAO. The Forest PAO will coordinate with the EMS Development Team in the plan's development.

EMS Management Representative and Forest Safety Manager:
The EMS Management Representative along with the Forest Safety Manager are responsible for developing and implementing the Forest's Emergency Preparedness and Response plan (ISO 14001 Section 4.4.7) for their respective national forest. This will be done in coordination with the Regional Office EMS representative Dick Phillips and with WO guidance from Larry Hayden. The Forest Safety Officer will coordinate with the EMS Development Team in the plan's development.

Approved By

Rick Brazell

RICK BRAZELL
Forest Supervisor

1-20-06

Date