

**USDA Forest Service Engine Captain Complexity Analysis Rating Sheet
Supplemental Sheet Used to determine Upgrade of SFEO GS-07 to a GS-08 -**

Engine Captain SFEO Rating Sheet

This document has been developed to provide Regional and National Direction when upgrading an Engine Captain position from a GS-07 to a GS-08. The grade controlling duties are based on the complexity of wildland-urban interface, including proximity of high-value improvements, and regular and recurring all-hazard incidents and frequent interagency jurisdictional issues and coordination requirements.

If the complexity elements are not present, do not use the GS-08 Engine Captain position description (Agency Position File (APF)); likewise, it is inappropriate to elect to use the GS-07 Engine Captain APF for any other reasons (e.g., budgetary) if the GS-08 level is warranted. Since management must certify the accuracy of an APF, the use of an APF that does not accurately reflect the demands of the job would amount to falsification of an official record.

Forest Supervisors are to review each of their Engine Captain positions and determine which APF best describes the work being performed on a regular and recurring basis. "Regular and recurring" means that the situation happens repeatedly, not just a few times a year, and that it is expected to continue.

Please review all items listed below within the table provided. Answer the specific questions pertaining to the position by placing either a "check mark" or an "X" in the appropriate box. If the module review determines that all boxes have been checked as "YES", then the required demonstration has been achieved and the position can be recommended to the Line Officer for upgrade to the GS 462 – 8 based on complexity factors.

If any boxes within the complexity analysis table are checked "NO", then the demonstration of complexities has not been met and the position remains at the existing grade level.

SFEO Rating	YES	NO	DATE
The position located within our fire management unit has been identified as an area which supports the need of an engine operating within complexities which exists within the Agency jurisdiction.			
The unit is associated with wildland urban interface/intermix situations on a regular and recurring basis.			
The unit is affected by the proximity of high-value improvements directly related to the geographic responsibility of the module and agency on a regular and recurring basis.			
The module is affected by regular and recurring all-hazard incidents and frequent interagency jurisdictional issues and coordination requirements in the specific response area.			
Does the existing station, communication, or assignment logs (2 calendar years) demonstrate that responses occurred in the wildland-urban interface area or that assignments were defined as all – hazard incidents?			
Can the unit, in review, demonstrate and/or provide documentation that the module responded on a regular and recurring basis to all-hazard incidents			
HAVE ALL BOXES IN THE ABOVE TABLE BEEN CHECKED AS YES? If yes, continue on to complete the complexity analysis table related to the position.			

Classification Guidance GS-08 Engine Captain positions <p>The classification factors differentiating the grades between the positions are “complexity” and “scope and effect.” Typically, our larger engines (Types III and IV) are located within or near highly urbanized areas. Their work affects, and is greatly affected by, the frequency and severity of all-hazard incidents. The proximity to these highly urbanized areas multiplies interagency jurisdictional issues and complicates coordination requirements and efforts. In these areas, the density and proximity of high-value improvements increases the scope and effect of the work. Further, the work of Engine Captains in or near highly urbanized areas is often more immediately visible to the public and frequently subject to the concurrent extra-Agency accountability.</p> <p>These same elements affecting complexity and scope and effect do not normally accrue to our Type VI engines, as they are generally located in more remote, rural settings due in part to their configuration, pump and tank capacities, and ability to negotiate primitive roads. There may be situations, however, where a Type VI Engine Captain is performing work on a regular and recurring basis (as defined on page 1) in or near highly urbanized areas with the complexity and scope and effect that are typically found with a Type III or IV engine. In those cases, the GS-08 level is appropriate.</p> <p>Management should first look at the Engine Type as an <i>indicator</i> that the GS-08 level may be appropriate and then also look at Factors 4 and 5 of the GS-08 APF to ensure that the complexity and scope and effect are a match for the work being performed on a regular and recurring basis.</p>	YES	NO	DATE
Does the module operate in a wild-land urban interface area on a regular and recurring basis?			
Is the module located within or near highly urbanized areas on a regular and recurring basis?			
Does the proximity to these highly urbanized areas multiply interagency jurisdictional issues which complicates coordination requirements and efforts?			
Does the density and proximity of high-value improvements increase the scope and effect of the work?			
Does the Engine Captains' work occur in or near highly urbanized areas that are often more immediately visible to the public and frequently are subject to the concurrent extra-Agency accountability?			
Is the module greatly affected by the frequency and severity of all-hazard incidents?			
HAVE ALL BOXES IN THE ABOVE TABLE BEEN CHECKED AS YES? If yes, continue. Factor 4- 3 Complexity:	YES	NO	DATE
The identified position supervises the operation of fire engines with complex pumping mechanisms and accessories in suppressing fires and a variety of incidents in wildland urban interface/intermix situations.			
The module has a proximity to highly urbanized areas which results in increased interagency jurisdictional issues and complicates coordination requirements and efforts. The work is often more immediately visible to the public and is frequently subject to extra-Agency accountability.			

The module leader responds to all-hazard incidents on a regular and recurring basis. In all cases personnel welfare, work production, public safety, resource values, costs, and land management objectives is considered.			
Makes frequent critical decisions under time pressures and emergency conditions concerning fire suppression methods, other incidents, and crew safety when choices are limited, conditions are hazardous, etc. Scheduled project work is often abruptly and expectedly interrupted, necessitating the adjustment of operations under pressure of continuously changing and unpredictable conditions.			
Factor 5- 3 Scope and Effect:			
The purpose of this position is to provide a highly skilled, organized engine crew capable of controlling wildland fires and other all-hazard incidents associated with wildland urban interface/intermix situations.			
The density and proximity of high-value improvements increases the scope and effect of the work. The work results in effective fire suppression and incident management, to minimize the loss of life, property and resources. The purpose of resource work is to effectively accomplish ecosystem management objectives.			
The work affects the protection of valuable natural resources, government facilities, life and private property from destruction by natural or person caused incidents. The nature of the work places personnel and equipment in hazardous situations. Decisions and actions by the incumbent are critical.			
Extended loss is directly related to effectiveness of actions taken. The ultimate goal of this position is to effectively manage people and resources to accomplish jobs in fire suppression, fire prevention, fuels management, and miscellaneous other projects.			
These duties are performed at job sites and are critical to the success or failure of a project. Mismanagement at this level would mean the waste of supplies, salaries, and project dollars. This position has a high degree of responsibility towards crew and project safety, project accomplishment and fiscal responsibility.			
If all boxes are checked as "YES", the SFEO Rating Form must be certified below and attached to the 52 Tracker in order to upgrade the position from a GS-07 to a GS-08.			

Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statement may constitute violations of such statutes or their implementing regulations.

Name and Title of Immediate Supervisor		Typed Name and Title of Line Officer	
Signature	Date	Signature	Date