

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Office of Fire and Aviation
3833 South Development Avenue
Boise, Idaho 83705-5354

January 22, 2002

In Reply Refer to:
1112 (FA-300) P

EMS Transmission 01/23/02
Instruction Memorandum No. OF&A 2002-005
Expires: 9/30/03

To: State and Center Directors
National Human Resources Management Center, HR-200 & HR-240

From: Director, Office of Fire and Aviation

Subject: Administering the Work Capacity Test (WCT)

Program Area: Fire Management

Purpose: Provide additional policy and guidance for the administration for Work Capacity Testing.

Policy Action: Upon review of current Bureau work capacity testing procedures and consultation with personnel and legal experts, Bureau policy will now require that anyone taking the WCT at any level must be in a pay status or have signed an Individual Volunteer Services Agreement form (BLM Form 1114-4). The purpose of this change is to ensure that anyone taking the WCT administered by the Bureau will be covered by the Federal Employees Compensation Act, allowing coverage for work-related injury through the Department of Labor, Office of Worker's Compensation (OWCP). No other change in current policy relating to the administration of the WCT will be affected (e.g., completing Health Screen Questionnaire).

Timeframe: Effective immediately.

Budget Impact: No impact.

Background: Review of current procedures for administering the WCT are inconsistent throughout the Bureau with regards to emergency or casual firefighters.

Manual/Handbook Section Affected: Standards for Fire and Aviation Operations 2002 Guide, Chapter 5 (2002 update will reflect this policy change).

Contact: If you have any questions concerning this policy, you may contact Michelle Ryerson-Grett, OF&A Safety Manager, at (208)387-5175; or Jim Knox, OF&A Personnel Officer, at (208)387-5514.

Signed by:
Lynn P. Findley
Acting Director
Office of Fire and Aviation

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.
Office Services

Distribution

Anne Jeffery, FA-101, WO
Jay Thietten, FA-101, WO
Bruce Prater, HR-240, NCS
Group Managers
State Fire Management Officers