

United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Office of Fire and Aviation
3833 South Development Avenue
Boise, Idaho 83705-5354

December 14, 1999

IN REPLY REFER TO:
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Information Bulletin No. OF&A 2000-010

To: All BLM Field Offices
From: Director, Office of Fire & Aviation
Subject: International Disaster Assistance Response Team Training Course

Once again the Forest Service's Office of International Programs, Disaster Assistance Support Program (DASP) is offering a training/orientation on International Disaster Assistance Response Teams (DART). The course is open to the Bureau of Land Management, and other Department of the Interior agencies. It will be offered on three separate occasions as follows:

SESSION 1: March 13 - 17, 2000 - San Diego, California
SESSION 2: April 10 - 14, 2000 - Denver, Colorado
SESSION 3: May 15 - 19, 2000 - Washington, D.C. (for WO commuting area only)

Attendance will be limited to 25 - 30 participants per session. Additional offerings of this course may be planned and will be announced at a later date. The 32-hour courses will begin at 1300 Monday and end at 1200 Friday. Attachment 1, provides a listing of "Course Pre-work available on the Internet" and a listing of "Course Topics". The course in Washington, D.C., is offered only to employees within commuting distance of Washington, D.C.

Costs associated with travel and per diem for attending this training course are to be paid by the participant's home office. There is no training course fee.

Course Objectives and Background

The objective of this training course is to prepare participants for potential DART assignments on international disaster response teams deployed by the U.S. Agency for International Development's Office of Foreign Disaster Assistance (USAID/OFDA). Prior to an international assignment, participants are expected to work a minimum of one detail assignment in Washington, D.C., to provide technical support to USAID/OFDA headquarters operation.

DASP was established in 1985 to provide technical emergency and disaster management support to USAID/OFDA. The primary goal of DASP is to assist OFDA in disaster prevention, preparedness, and emergency response, mainly to developing nations in Africa, Asia, Latin America, the Caribbean, and the Pacific Regions.

We seek candidates who have experience with the Incident Command System and/or individuals with expertise in such areas as telecommunications, aircraft operations, logistics, expanded dispatch, geographic information systems, public affairs, and landslide/hazard risk assessment.

The candidates should have an interest in participating and an understanding of situations they may encounter. Exposure to human misery and death, frustrations due to language barriers, complicated foreign bureaucracies, and confusing international politics are common experiences during these assignments. The risk of contracting potentially life-threatening diseases is greater in developing countries, particularly in disaster-affect areas.

Participants who successfully complete this course will be eligible candidates for detail assignments with the OFDA headquarters operations and with international disaster response teams. These assignments are on an as-needed bases for two to six weeks, and with approval from the employee's home unit. Salary, benefits (including associated overtime costs on disaster response assignments), travel, and per diem on assignments will be covered by DASP.

Course Application Procedures (Due by January 14, 2000)

In order to be considered, all individuals must complete a Disaster Assistance Response Team Personnel Record and Qualifications Summary (Attachment 2), even if one was submitted last year. The application must then be either: 1) mailed to the address above, attention Tom Frey; or 2) faxed to (208) 387-5914, attention International Programs, or 3) e-mailed to: tom_frey@nifc.blm.gov or connie_lewis@nifc.blm.gov. Mr. Frey is BLM's, Office of Fire and Aviation's International Program Coordinator. If you have any questions, or would like further information on the program call either Mr. Frey (208) 387-5167 or Connie Lewis (who also works in the International Program Office) at (208) 387-5354. All applications are due in the office, at Boise, by January 14, 2000. Applicants will be notified of their status by February 15, 2000.

If you have the experience and interest, I strongly encourage you to participate in this program. The training can provide challenging career growth opportunities. It is also an excellent way for BLM and you to assist in humanitarian and resource management goals

Signed by:
Lester K. Rosenkrance
Direstor, Office of Fire and Aviation

Authenticated by:
Pat Lewis
Supervisory Mgmt. Asst.

Attachments

1 - Training Program (2pgs)

2 - Qualifications Summary (3pgs)

Distribution:

Jay Thietten, Rm. 5627, MIB

WO-540

BC Library

Training Program

Course Information Included with Acceptance Letters

Course Agenda

Course Location and Facilities Information

Course Pre-work Available on the Internet

Field Operations Guide for Disaster Assessment and Response

http://www.info.usaid.gov/hum_response/ofda/fog/

Organization Chart for U.S. Agency for International Development

<http://www.info.usaid.gov/about/usaidorg.html>

Office of Foreign Disaster Assistance

http://www.info.usaid.gov/hum_response/ofda/

U.S. Forest Service International Programs Disaster Assistance Support Program

<http://www.fs.fed.us/global/about/dasp/welcome.htm>

General Health Precautions Information

<http://www.cdc.gov/travel/>

BLM's Nat'l. Office of Fire & Aviation's International Travel Procedures and

<http://web.blm.gov/internal/fire/Intntl/index.htm>

Course Topics - Disaster Assistance Response Team Orientation

History and overview of OFDA/DASP and the disaster response program.

Interagency Roles and Interactions - Relationship of OFDA, DASP, U.S. Embassies, PVOs/NGOs, host country/United Nations/etc.

OFDA/Washington Office assignments on response teams, logistics, and regional

Explain stages of a request for international disaster assistance.

Disaster assessments and deployment criteria.

DART preparations and mobilization procedures.

Cross-Cultural Awareness - International relief through the eyes of the recipient

Health Precautions - General overview of health and safety issues related to travel to developing countries.

Passports/Visas/Security Clearance - Explain procedures relations to documentation

DART Functions (Refer to Field Operations Guide for Disaster Assessment) and Response

Team Management
Media Relations
Liaison

Safety

Operations Overview
Health/Medical
Search and Rescue
Technical

Logistics Overview
DART Support
Transportation
Supply
 Aviation
 Logistics Process
 Ordering, issuing, tracking, accounting
 OFDA/Washington DART support

Plans Overview
Assessments
Information Reporting
Plans Meetings

Administration Overview
Contracts/Procurement
Financial tracking
Administrative support

Disaster Response Simulation

DART Demobilization
Close-out in Country
Final Documentation
After Action Workshops

Disaster Assistance Response Team
Personnel Record and Qualifications Summary

Course Location Reference (place a "1" next to your first choice and a "2" next to choice.)

_____ San Diego

_____ Denver

_____ Washington,

Personal Information:

Current Job Title

Name (Last, First, M.I.):

Office Address:

Street/P.O. Box:

City:

State: Zip:

Office Phone:

Office Fax:

E-mail Address:

Pager Number/Cell Phone:

Home Address:

Street/P.O. Box:

City:

State: Zip:

Home Phone:

Social Security No.:

Date of Birth:

Place of Birth:

Passport Info:

Official Passport #:

Expiration Date:

Date of Issue:

Place of Issue:

Personal Passport #:

Expiration Date:

Date of Issue:

Place of Issue:

Emergency Contact Info.:

Name:

Relation:

Address:

City:

State: Zip

Daytime Phone:

Home Phone:

Medical Information:

Name of Doctor:

Phone No.:

Present Medications:

Allergies/Medical Allergies:

Blood Type:

Immunizations.(Please list date received bolded ~~is~~ required.)

Yellow Fever

Typhoid:

Hepatitis B:

Tetanus:

Others:

Emergency Response Qualifications:

List your Incident Management Team Rating (if any):

Experience you have in the following areas (if any):
(insert extra space if necessary)

Disaster operations/planning/coordination

Air Operations

Fireline Operations

Logistics (Transportation, Supply, issuing/receiving)

Telecommunications (HF, VHF, satellite phones, electronic mail, other)

Plans (situations unit, resource unit, demob unit)

Expanded Dispatch (dispatch recorder, support dispatcher, supervisory dispatcher, coordinator)

Landslide/Geographic Assessment

Pest Management

Hydrology

Road Construction/Engineering

HAZMAT response

Slope stabilization

Land rehabilitation/restoration

GIS/GPS operations

Public Affairs

Computer/Data Base Skills (Please list machines or programs you are familiar with)

Hardware:

Software:

Other Technical Expertise or Vocational Skills

International Experience (personal and work-related experiences):

Foreign Language Skills:

Language:

Skill Level:

Agreement

I have discussed this course information with my supervisor. My supervisor supports my attendance at the International Disaster Assistance Response Team (DART) training. My supervisor understands that I may be requested for international assignments up to six weeks in addition, a separate assignment to the International Programs, Disaster Assistance Program, and the Office of U.S. Foreign Disaster Assistance in Washington, D.C., may be requested prior to any international assignment.

Signature of Applicant _____

Date: _____

Name of Supervisor: _____

Title of Supervisor: _____

Telephone Number of Supervisor: _____

Circle the months that you would be available for an international assignment:

Jan. Feb. March April May June July August Sept.