

CALIFORNIA WILDLAND FIRE COORDINATING GROUP



DATE: November 14, 2016

SUBJECT: S-203 Introduction to Incident Information at Northern California Training Center

TO: Selected Course Participant

Congratulations! You have been selected as a trainee for the S-203 Introduction to Incident Information to be held at the Northern California Training Center in Redding, CA. The Course will commence on **Monday, February 6, 2017 at 1300 hours, and conclude on Friday, February 10, 2017 at 1500 hours.**

Pre-study Assignment/Special Student Information:

Pre-Work: Complete the pre-work online at <http://onlinetraining.nwcg.gov/node/193> or bring with you to class. Please also view “S-110, Basic Wildland Fire Orientation” at the same website if you have no incident experience. **The pre-course work is mandatory.** We also recommend that you request inciweb access and set up a user name and password here: <https://nap.nwcg.gov/NAP/#moduleID=NAPHomeModule>

Bring with you to class: Thumb drive for copies of electronic documents. A lap top computer is suggested but not required.

Attire: **Agency uniform for the simulation on Friday.** All other days will be office casual or agency uniform.

Course Expectations:

This course includes evening homework assignments.

In addition to successfully passing a written exam and participating in a simulation, students may have an opportunity to open their PIOF task book during the course. Instructors will also take into account class participation and professionalism when rating students in their task books.

Cell phones are not to be used during class time. Cell phone messages may only be returned during breaks. If a home unit has the expectation that a student needs to do work during class time, then this venue is not the most appropriate time for the student to attend the course. Please consider attending at another time. We need students to be fully present and focused. (Yes, PIO work **IS** that important!)

Special Instructions:

If you desire to receive a certificate of completion for the course, please do not make travel arrangements to arrive after the scheduled start time or to depart prior to the scheduled course completion time.

In the event you cannot attend the course, please contact the course coordinator prior to the beginning of the class. This allows time for notifying personnel that may be on the waiting list to be contacted to fill the vacancy.

Your agency is responsible for your lodging and per diem.

Bring with you to class the following items.

- ❖ Pen and Pencil
- ❖ Agency Uniform
- ❖ Thumb Drive for Electronic Documents
- ❖ Inciweb username and password
- ❖ Lap top computer, if available

Any question regarding the items to bring or the pre-course work you can contact the Lead Instructor, Kerry Greene (530) 635-0031.

This year, stay connected to the course you have been identified in, you may request that you be added to a mailing list that will email you. You will only receive one message per day (in the morning) and only if there was a change the day before for your session. Please note (although it isn't updated every day just when there is significant changes) when the Selection Roster is updated you will also get a message that there has been a change to your session. To add you to this list click on the following link:

http://nationalfiretraining.nwccg.gov/schedule/detail/ca_S203_02-06-2017_6378

on the right hand side of the page click on **Subscribe** and follow the instructions. You may reverse this by clicking on the **Unsubscribe** button also.

For Logistical Information, please see the Logistics page included in the download section of Course Details for your session.

If you have any questions, please feel free to contact the Training Center at 530-226-2720.