

CALIFORNIA WILDLAND FIRE COORDINATING GROUP



Memorandum

DATE: *February 15, 2016*

SUBJECT: *S-357 Food Unit Leader*

TO: Course Participant

Congratulations! You have been selected to attend the *S-357 Food Unit Leader* training session at the *Wildland Fire Training Center* on *April 18 – April 22, 2016*. Class will begin at *1200 hours on Monday, April 18th* and conclude at approximately *1200 hours on Friday, April 22nd*. To receive a certificate of completion for this course, you must attend from the scheduled opening to the scheduled completion; please make your travel plans accordingly. There will be no exceptions.

Description: This course is designed to meet the training needs of a food unit leader (FDUL). Topics include information about the assignment, coordination, general information, safe food handling, national contract administration, alternate feeding methods, and demobilization. A significant portion of this course is devoted to examining the administration of the National Mobile Food Services Contract as it applies to the food unit leader.

Objectives:

- Arrive at incident properly equipped, gather information to assess the assignment, and begin initial planning activities of the food unit leader.
- Staff and organize the food unit to meet the needs of the incident.
- Coordinate with the logistics units and other sections to assist in accomplishing the overall objectives of the food unit.
- Identify safe food handling practices.
- Utilize the National Mobile Food Services Contract to ensure appetizing, well-balanced meals are provided to the government.

Course Prerequisites:

- Satisfactory completion of pre-course work; Utilize the National Mobil Food Services Contract to completed the S-357 Pework Student Assessment and bring with you the first day of class.
- Access perwork using the following link;
http://www.nationalfiretraining.net/schedule/detail/ca_S357_04-18-2016_5147

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Tuition: Your tuition cost: \$300.00

All students must submit a NWCG Nomination Form with proper agency charge codes and signatures for payment. A copy of the NWCG nomination form can be found and *downloaded* from the National Fire Training website at: <http://www.nationalfiretraining.net/>

Dress: Students are to wear casual office attire. This means suitable for public contact (no shorts, tank tops, flip flops, etc.)

Reminder – this is a NO HAT facility.

Travel: For travel and lodging information navigate on the internet to the WFTC website: <http://www.fs.usda.gov/detail/r5/fire-aviation/management/?cid=STELPRDB5363444>
WFTC Dormitories are unavailable during the time of January 25 – April 15, 2016.

Billing Information

Forest Service (Other Regions): The approved NWCG Nomination Form will be used for payment. This form must include proper agency charge codes and signatures.

Other Federal Agencies: The approved NWCG Nomination Form will be used for payment. This form must include proper agency codes, agreement numbers and signatures.

Other Non-Federal Agencies: It is recommended that students pay with a check or money order at the facility at the start of class. There is an additional 8% administrative fee added to this tuition charge. If payment is not received, a bill of collection will be issued to your agency.

Cancellations: Cancellations must be made one week prior to the course start date. If a cancellation occurs after the one-week cut off and the slot goes unfilled, there will be a charge not to exceed the tuition charge for the course.

Any questions regarding this may be directed to you unit training coordinator or appropriate training representative. If you are self-sponsored, you may contact the training center directly at wftc@fs.fed.us .

If you have any questions, please contact:

Course Coordinator
Anna Dinkel (951) 217-6924
adinkel@fs.fed.us

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/s/ Anna Dinkel
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California Wildland Fire Coordinating Group
<http://gacc.nifc.gov/oscc/cwcg/index.html>