



Incident Qualifications System  
Individual Record Form  
*NH Prescribed Fire Council*

(Note: this form is to be used only for updating employee records that are already established in the NH IQS database)

Header Information			
First Name, Middle Initial		Year of Record	
Last Name		Fitness Rating (Arduous, Moderate, Light, None)	
Unit		Fitness Date (MM/DD/YYYY)	
Title		Business Phone	
Address		Cell Phone	
Address		Email	
City, State, Zip			

Incident Qualification Card <i>(only the jobs you want on your incident qualifications card)</i>			
Qualified Jobs		Trainee Jobs	
Job Code	Job Code	Job Code	Job Code

JOB CODE = Four digit code for the job performed (ex.: **FFT2** = Firefighter Type 2)

Training administered within IQS will automatically be applied to the individual's record when the course session is completed

Employee Training Entry (Documentation Required)			
Course Code	Date Completed (MM/DD/YYYY)	Course Code	Date Completed (MM/DD/YYYY)
<b>EXAMPLE: S190</b>	<b>02/21/04</b>		

EMPLOYEE SIGNATURE		DATE	
SUPERVISOR		DATE	

[illegible]

ICS Management Types	Complexity Levels	Fuel Type/ Model # (select primary carrier code G-S)	Fire Sizes (in acres)
<b>TYPE A</b> - national area command team assigned <b>TYPE 1</b> - national type 1 team assigned <b>TYPE 2</b> - regional type 2 team assigned <b>TYPE 3</b> - extended attack with multiple resources <b>TYPE 4</b> - initial attack <b>TYPE 5</b> - initial attack with very few resources	<b>TYPE 1</b> <b>TYPE 2</b> <b>TYPE 3</b> (For Prescribed Fires)	<b>G</b> – Grass/1-3 <b>B</b> – Brush/4-7 <b>T</b> – Timber/8-10 <b>S</b> – slash/11-13	<b>A</b> .1 - .25 <b>B</b> .26 - 9.9 <b>C</b> 10 - 99.9 <b>D</b> 100 - 299.9 <b>E</b> 300 - 999.9 <b>F</b> 1,000 - 4,999.9 <b>G</b> 5,000 +

Instructor Experience Entry			
Course Code	Course Start Date (MM/DD/YY)	Instructor Level L=lead U=unit	Course Location (Training Facility Name)/Course Coordinator (if known)
EXAMPLE: S390	04/01/04	U	CONCORD FIRE ACADEMY/JOHN DOE

## Task Books

Initiated, But Not Completed		
Event Code	Job Code	Initiated Date
<b>Example: RX</b>	<b>Example: NHRXFF2</b>	<b>Example: MM/DD/YYYY</b>

Initiated And Completed (1 column per Task Book)		
Job Code, and Initiated Date <b>Example: NHRXFF2 MM/DD/YYYY</b>	Job Code, and Initiated Date	Job Code, and Initiated Date
Final Evaluator <b>Example: Last Name, First Name, Middle Initial</b>	Final Evaluator	Final Evaluator
Title <b>Example: Captain</b>	Title	Title
Unit <b>Example: NH Division of Forests &amp; Lands, Forest Protection Bureau</b>	Unit	Unit
Phone Number <b>Example: 603-xxx-xxxx</b>	Phone Number	Phone Number
Certifier <b>Example: Last Name, First Name, Middle Initial</b>	Certifier	Certifier
Certifier's IQS Empl ID (NOT SSN) <b>Example: This Person Must Be In The IQS Data Base</b>	Certifier's IQCS Empl ID	Certifier's IQCS Empl ID
Title <b>Example: Chief, Forest Protection Bureau</b>	Title	Title
Unit <b>Example: NH Division of Forests &amp; Lands, Forest Protection Bureau</b>	Unit	Unit
Phone Number <b>Example: 603-xxx-xxxx</b>	Phone Number	Phone Number
Certification Date <b>Example: MM/DD/YYYY</b>	Certification Date	Certification Date

