

## Pennsylvania Certified Prescribed Burn Manager Certification Checklist

Apprentice burn managers must conduct at least 2 burns under the direct supervision of a qualified burn manager. The qualified burn managers will evaluate apprentice performance of essential tasks and initial those tasks when complete. The Evaluator will then sign off to recommend certification or an additional burn to improve on performance. Apprentice burn managers must understand that they may need more than 2 burns to prove competency of the position. This checklist must be completed within 3 years of CPBM course completion.

Name: \_\_\_\_\_

Date of CPBM Course Completion: \_\_\_\_\_

| # | Task  | Evaluator #1<br>Initials | Evaluator #2<br>Initials |
|---|---|--------------------------|--------------------------|
| 1 | Write a Burn Plan and get it reviewed by a qualified CPBM or state or federally qualified RXB prior to submission to DEP and DCNR.  |                          |                          |
| 2 | Well-prepared for the burn <ul style="list-style-type: none"> <li>• Reviewed burn prescription</li> <li>• Arranged for adequate personnel on the burn crew</li> <li>• Checked fire weather</li> <li>• Made proper notifications</li> <li>• Inspected firelines</li> </ul>   |                          |                          |
| 3 | Thorough pre-burn briefing <ul style="list-style-type: none"> <li>• Clear assignments given</li> <li>• Identified hazards and safety concerns</li> <li>• Discussed weather, objectives, contingency plan, medical plan</li> </ul>   |                          |                          |
| 4 | Burn conducted in safe, efficient, professional manner <ul style="list-style-type: none"> <li>• Stayed within prescription</li> <li>• Followed approved burn plan</li> <li>• Made appropriate Go/No Go decision</li> <li>• Used good strategy and tactics</li> <li>• Communicated clearly with crew</li> <li>• Recognized and corrected any potentially dangerous situations</li> </ul> |                          |                          |
| 5 | Post Burn Operations <ul style="list-style-type: none"> <li>• Ensured fire was out or safely contained</li> <li>• Evaluated burn objectives</li> <li>• Conducted debrief with crew</li> <li>• Made post-burn notifications</li> </ul>   |                          |                          |

Evaluator #1 and Burn #1 Information

|   |  |                               |  |
|---|--|-------------------------------|--|
| <b>Evaluator Name</b>                             |  | <b>Burn Date</b>              |  |
| <b>Qualification<br/>(If CPBM,<br/>provide #)</b> |  | <b>Unit<br/>Name/Location</b> |  |
| <b>Address</b>                                    |  | <b>City/Town</b>              |  |
| <b>Phone</b>                                      |  | <b>DCNR Burn<br/>Plan #</b>   |  |
| <b>Email</b>                                      |  | <b>Acres Burned</b>           |  |
|   |  | <b>Fuel Type</b>              |  |

Evaluator Recommendation and Signature

- Apprentice performed all tasks to satisfaction. I recommend this person for certification.
- Apprentice requires additional experience to improve competency in one or more tasks.

Notes:

Evaluator Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Evaluator #2 and Burn #2 Information

|   |  |                               |  |
|---|--|-------------------------------|--|
| <b>Evaluator Name</b>                             |  | <b>Burn Date</b>              |  |
| <b>Qualification<br/>(If CPBM,<br/>provide #)</b> |  | <b>Unit<br/>Name/Location</b> |  |
| <b>Address</b>                                    |  | <b>City/Town</b>              |  |
| <b>Phone</b>                                      |  | <b>DCNR Burn<br/>Plan #</b>   |  |
| <b>Email</b>                                      |  | <b>Acres Burned</b>           |  |
|   |  | <b>Fuel Type</b>              |  |

Evaluator Recommendation and Signature

- Apprentice performed all tasks to satisfaction. I recommend this person for certification.
- Apprentice requires additional experience to improve competency in one or more tasks.

Notes:

Evaluator Signature: \_\_\_\_\_

Date: \_\_\_\_\_