

## **WORK PROJECTS** (April 2010)

**6522**

### **Responsibility**

#### **Division Chief**

Pre-fire or conservation-related work projects will be developed and scheduled so that conservation camp crews will be productively occupied when they are not engaged in an emergency activity. Such projects must be sponsored by a governmental agency or qualified non-profit organizations that have demonstrated the ability to plan, implement, and complete conservation projects, and meet other criteria as determined by CAL FIRE.

All conservation projects will be of a nature that would not normally be performed by private industry or citizen labor (See Sections 6202, 2701, and 2780 of the California Penal Code and Section 4953 of the Public Resource Code).

It is important that the conservation camp program maintain a harmonious relationship with both labor and industry and with other public and private programs within the state. Conservation camp work programs should be planned accordingly.

## **APPROVAL OF WORK PROJECTS** (No.21 May 2016)

**6522.1**

### **Responsibility**

#### **Division Chief**

All conservation camp work projects must be approved by the Division Chief and the Camp Commander, Superintendent or designee, before work begins. Form FC-32, Conservation Camp Program Project Request and Record, shall be prepared during the project planning process, and a copy submitted to the CAL FIRE Unit Chief for approval and signature. All ongoing projects shall be reviewed and re-appraised by the Division Chief and the Camp Commander/Superintendent at least annually.

All work projects for non-profit organizations, as well as controlled burns or Vegetation Management Program projects that occur on private property, require review and approval of a CDCR Camp Division administrative employee at the level of Facility Captain or above.

The FC-32 shall indicate whether or not the work project is located in an area endemic to Valley Fever or any other special hazard.

## **PROJECT SAFETY WORK PLAN**

**6522.2**

(No.21 May 2016)

### **Responsibility**

#### **Fire Crew Captain**

A Job Analysis/Project Safety Work Plan, IIPP-2, (See [Section 6444](#)) will be completed in accordance with instructions contained in that section and/or in the [Health, Safety and Physical Fitness Procedures Handbook](#), prior to commencing a new project. The contents of the IIPP-2 will be discussed with the crew at a tail-gate safety briefing at the beginning of the project and a copy of the IIPP-2 maintained at the work site. An Employee Training Sign-up Sheet, IIPP-6, will be completed, documenting each tail-gate safety briefing, and filed appropriately in CAL FIRE files. Training documents will be maintained pursuant to CAL FIRE record retention policy.

## **DIVERSION OF MATERIALS**

**6522.3**

(April 2010)

### **Responsibility**

#### **Division Chief**

Materials obtained for a specific project will not be diverted to another use or project unless approved by the CAL FIRE Unit Chief or designee.

## **PROJECT BOUNDARIES**

**6522.4**

(No.21 May 2016)

### **Responsibility**

#### **CAL FIRE Unit Chief**

#### **Region Chief**

The geographic range of work projects undertaken by a conservation camp will not be limited by administrative boundaries of a CAL FIRE unit or region. The closest appropriate work crew to any project (routine or emergency) should be assigned. In crossing regional boundaries, no change in supervisory control will be made, except that the actual work to be performed will be determined by officials of the CAL FIRE unit in which the project is located. Project work of any nature – emergency or otherwise – cannot be assigned to offenders outside the actual boundaries of California (see [Section 6564](#) for fire response into Nevada).

## **RIGHT TO WORK ON PRIVATE LANDS**

**6522.5**

(April 2010)

### **Responsibility**

#### **Division Chief**

Work will not be undertaken upon any property not under the direct control of CAL FIRE unless the Division Chief is assured that state employees and crews have the right to go upon the property and engage in the work. All stipulations in a grant of easement must be known and followed. In most cases, the landowner should be made aware of current plans to go upon lands and do repair or maintenance work on CAL FIRE facilities. Departmental forces are granted authority by law to go upon private property to suppress a fire. A similar authority exists for forest, insect, and disease control, but only within a declared zone of infestation.

Work on private property under an approved and authorized Vegetation Management Program (VMP) for fuel reduction or modification activities may be authorized. A copy of the signature page of the RM-75, VMP contract, must accompany the FC- 32. Any pre-fire fuel reduction, firebreaks, and other conservation activities on private property must conform to the statewide fire plan. These projects must have a clear and direct public benefit to the CAL FIRE's emergency response and resource protection mission. This public benefit must be clearly articulated in the FC-32.

## **USE OF EXPLOSIVES**

**6522.6**

(No.21 May 2016)

### **Responsibility**

#### **Division Chief**

#### **Fire Crew Captain**

Procedures that will prevent offenders from handling explosives of any type or having access to explosives, blasting agents, or blasting caps shall be written and enforced. An inventory will be maintained to indicate the type and quantity of explosives and caps stored for the project and used daily.

Offenders may be used to drill and prepare a project for blasting. They shall be removed from the project area during the handling, loading, and detonating of explosives of any type. The Division Chief is responsible for enforcing all regulations and procedures that will ensure maximum safety in the use, storage, and transportation of explosives.

## **OFFENDER FLAG PERSONS**

**6522.7**

(No.21 May 2016)

### **Responsibility**

#### **All**

Offenders shall not be assigned as flag persons stopping or redirecting traffic or displaying "slow" or "caution" signs.

**FORMS AND/OR FORMS SAMPLES: RETURN TO CAL FIRE LIBRARY HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.**

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