

*Updated February 7, 2024*

**Monitoring Checklist for  
S-212 Wildland Fire Chain Saws**

To ensure that sufficient wildland fire training opportunities are available for private sector contractors who participate in the Pacific Northwest crew and engine/tender contracts, and that this training meets or exceeds National Wildfire Coordination Group (NWCG) standards, the Pacific Northwest Wildfire Coordination Group (PNWCG) has entered into memorandums of understanding (MOUs) with representatives of two groups of training providers. The groups are firefighting contractor associations (FCA) and public training providers (PTP).

The United States Forest Service (USFS) MOU Representative and staff administer the FCA MOUs for PNWCG and monitor FCA courses and instructors.

The Interagency Zone Training Committee (IZTC) representatives perform PTP MOUs administration for PNWCG and monitor PTP courses and instructors in their respective geographic zones of responsibility. The IZTC may also be asked to have representatives monitor FCA courses by the MOU-Rep when needed.

This checklist outlines the key facilities, course concepts and teaching elements that course monitors should be observing and documenting.

Course monitors will introduce themselves to the lead instructor and explain that they are evaluating the course per the Memorandum of Understanding (MOU). Course monitoring checklists (see APPENDIX A) for each NWCG course being monitored will be provided to the IZTC member agency representative monitors in advance of assignments. The checklists will serve as both a form for evaluating the course instruction and a report to be sent to the IZTC. Course checklists may be completed through course monitoring and by examination of the written agenda, lesson plan, test(s), student evaluations or other documents presented by the instructor. Upon completion of the course monitoring/evaluation, monitor will scan and email the completed monitoring documentation to the R-6 Fire Contract Operations inbox [SM.FS.fact@usda.gov](mailto:SM.FS.fact@usda.gov) (within 2-3 working days of monitoring course delivery). The R-6 Fire Contract Operations Specialist will then forward monitoring documentation to the (FCA) or (PTP) the training provider is affiliated with; within ten (10) working days of training delivery.

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**NOTE:** Serious deficiencies include omitting required course modules, substitution of training material that results in dropping portions of required course material, course instruction time varying greatly from recommendations listed in the NWCG Standards for Course Delivery, (PMS 901-1), required oral and written testing not done or done with open book, or other deficiencies that limit the ability of students to learn the course objectives.

**S-212 Course Administration**

<b>Language Requirements</b>		
	<b>Y</b>	<b>N</b>
Non-English Speaking Students Present?		
Instructor able to Converse Fluently in Language of Non-English Speaking Students?		
If Instructor was Non-Fluent in Specific Language, was a Fluent Translator Present?		
Translator’s Name:		
<b>Comments/Suggestions:</b>		

<b>Course Materials</b>		
	<b>Y</b>	<b>N</b>
December 2012 NFES 2660 S-212 Instructor Guide		
December 2012 NFES 2662 S-212 Student Workbook, one per student		
NFES 2661 S-212 DVD Course Materials		
Language Specific Course Materials Provided for Non-English Speaking Students?		
<b>Comments/Suggestions:</b>		

<b>Audiovisuals</b>		
<b><i>Were any audiovisual aids used to instruct including:</i></b>	<b>Y</b>	<b>N</b>
Computer, projector, and screen.		
White board with markers and eraser.		
Easel with extra flip chart pads and markers.		

<b>Comments/Suggestions:</b>

<b>Teaching Facility</b>		
<i>Did the Teaching Facility Provide for Adequate?</i>	<b>Y</b>	<b>N</b>
Space?		
Lighting?		
Seating?		
Ventilation?		
<b>Comments/Suggestions:</b>		

<b>Course Administration</b>		
	<b>Y</b>	<b>N</b>
Was Daily Attendance Documented with the use of Sign In Sheets?		
Was a Course Agenda Provided?		
Quizzes are included for Units 1, 2, 3, and 4. Were the quizzes administered?		
The field exercise elements will be graded by an Evaluator/Coach using the S-212 Field Evaluation Form (Appendix C on the Course Materials DVD), discussed with and signed by the students. Was the field exercise conducted and was each student graded?		
<b>Comments/Suggestions:</b>		

<b>S-212 Course Objectives:</b>		
<b>Unit 0 – Introduction</b>		
<b>(1 Hour) Start Time: _____ End Time: _____</b>		
<b><i>Did the instructor cover the following unit objectives?</i></b>	<b>Y</b>	<b>N</b>
Introduce instructors and students.		
Discuss administrative requirements of the course.		
Review roles and responsibilities for chain saw operations.		
Review pre-course material.		
<b>Comments/Suggestions:</b>		

<b>Unit 1 – Safety Requirements</b>		
<b>(2 Hours) Start Time: _____ End Time: _____</b>		
<b><i>Did the instructor cover the following objectives?</i></b>	<b>Y</b>	<b>N</b>
Identify sources of information for chain saw regulations and standards.		
Define the elements of a Job Hazard Analysis/Risk Assessment required for chain saw operations.		
Define the Personal Protective Equipment required for chain saw operations.		
Identify the safety components of the Situational Awareness and Individual Complexity List?		
Did the instructor administer the unit 1 quiz?		
<b>Comments/Suggestions:</b>		

<b>Unit 2 – Chain Saw Parts, Maintenance and Operation</b>		
<b>4 Hours (2 hrs. Classroom and 2+ hrs. Exercise) Start Time: _____ End Time: _____</b>		
<i>Did the instructor cover the following objectives?</i>	<b>Y</b>	<b>N</b>
Identify basic chain saw parts, adjustments, troubleshooting, maintenance, and chain saw safety features.		
Demonstrate maintenance tasks required for chain saw operation.		
Demonstrate chain saw transporting and starting procedures.		
Demonstrate the use of tools and supplies that support field chain saw operations.		
Did the instructor perform the cleaning exercise?		
Did the instructor perform the chain filing exercise?		
Did the instructor administer the unit 2 quiz?		
<b>Comments/Suggestions:</b>		

<b>Unit 3 – Fire Line Construction and Mop Up</b>		
<b>(1 ½ Hours) Start Time: _____ End Time: _____</b>		
<i>Did the instructor cover the following objectives?</i>	<b>Y</b>	<b>N</b>
Define the duties and responsibilities of the chain saw operator and the swamper.		
Explain the tactical application of chain saws in fire line construction and mop up operations.		
Describe the methods of saw team deployment for fire line tactical strategy.		
Describe methods for mop up and fireline rehabilitation.		
Did the instructor administer the unit 3 quiz?		
<b>Comments/Suggestions:</b>		

<b>Unit 4A – Chain Saw Tasks and Techniques: Handling, Bucking, Limbing, Brushing, and Slashing (Field Proficiency)</b>		
<b>(2 hours) Start Time: _____ End Time: _____</b>		
<b>Did the instructor cover the following objectives?</b>	<b>Y</b>	<b>N</b>
Define the proper procedure for handling a chain saw.		
Describe the proper procedure and hazard assessment for bucking, including types of binds and bucking methods.		
Describe the proper procedure and hazard assessment for limbing.		
Describe the proper procedure and hazard assessment for brushing and slashing.		
Did the instructor administer the unit 4A quiz?		
<b>Comments/Suggestions:</b>		

<b>Unit 4B – Chain Saw Tasks and Techniques: Handling, Bucking, Limbing, Brushing and Slashing (Field Proficiency)</b>		
<b>Field Proficiency (30 min classroom, 4-8 hours field) depending on class size</b>		
<b>Start Time: _____ End Time: _____</b>		
<b>Did the instructor cover the following objectives?</b>	<b>Y</b>	<b>N</b>
Demonstrate competence in safely handling, bucking, limbing, brushing, and slashing in the least complex situations.		
Demonstrate the safe cutter and swamper interaction.		
Strategy: Students will practice handling, bucking, limbing, brushing, and slashing techniques learned in the classroom and gain proficiency in operating a chain saw through field exercises. The instructor should set up a simple reactive-forces bucking exercise.		
<b>Comments/Suggestions:</b>		

<b>Unit 4C – Chain Saw Tasks and Techniques: Felling</b>		
<b>(3 Hours) Start Time: _____ End Time: _____</b>		
<b><i>Did the instructor cover the following objectives?</i></b>	<b>Y</b>	<b>N</b>
Describe the five elements of the tree felling process.		
Identify common felling techniques and when each one is appropriate.		
List the steps of a procedure for felling a tree.		
Identify three methods to mitigate leaners and hangups.		
List four elements of a stump analysis.		
Strategy: This unit is designed to prepare students for the field exercise (Unit 4D) by showing them a variety of felling techniques on video and thorough discussion with the instructor.		
<b>Comments/Suggestions:</b>		

<b>Unit 4D – Chain Saw Tasks and Techniques: Felling (Field Proficiency)</b>		
<b>Field Proficiency (30 min classroom, 5-8 hours field) depending on class size</b>		
<b>Start Time: _____ End Time: _____</b>		
<b><i>Did the instructor cover the following objectives?</i></b>	<b>Y</b>	<b>N</b>
Demonstrate competence in safely felling trees in the least complex situations.		
Strategy: This unit is designed to prepare students for the field exercise (Unit 4D) by showing them a variety of felling techniques on video and thorough discussion with the instructor.		
<b>Comments/Suggestions:</b>		

<b>Total Hours of Instructor Led Training = (Minimum 24 Hours)</b>		
<b>Recommendations:</b>		
<b>Signature of Monitor</b>	<b>Printed Name &amp; Title</b>	<b>Date</b>