



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

December 12, 2024

Memorandum

To: Bureau Human Capital Officers
Bureau Human Resources Directors

From: Jennifer A. Ackerman
Director, Office of Human Capital
Deputy Chief Human Capital Officer

Subject: Temporary Waiver of 5-Year Recertification Requirement for
Wildland Fire Dispatcher Standard Position Descriptions

This memorandum outlines the temporary waiver of the Department of the Interior (DOI) 5-year recertification requirement for Wildland Fire Dispatcher Standard Position Descriptions (SPDs), in accordance with Section 2.9 of the DOI Position Management and Position Classification Policy Handbook.

As stated in Section 2.9 of the DOI Position Management and Position Classification Policy Handbook, all Position Descriptions (PDs) must be recertified at least once every five years. However, the Position Classification Standard (PCS) for Wildland Fire Management (0456), issued by Office of Personnel Management (OPM) in June 2022, does not adequately address the wildland fire dispatching component of the broader wildland fire management mission, leading to challenges in the accurate classification of these positions. In response, the Department has proposed recommendations to address these challenges and is awaiting further guidance from OPM on the proper classification of wildland fire dispatcher roles.

In light of the ongoing classification discussions and the pending response from OPM, the Department will temporarily waive the 5-year recertification requirement for Wildland Fire Dispatcher SPDs until OPM provides the necessary clarification. This waiver will help reduce administrative burdens in the absence of clear classification guidelines.

This waiver to the 5-year recertification requirement will remain in effect until further clarification is received from the OPM regarding the classification of wildland fire dispatching positions. Once OPM provides clarification, the Department will reassess the need for recertification and update the SPDs as required.

This waiver applies exclusively to the SPDs listed below.

FDI208B/A

[Fire Logistics Dispatcher](#)

2151-03/04

FDI209B/A	Fire Logistics Dispatcher	2151-04/05
FDI210B/A	Fire Logistics Dispatcher	2151-06/07
FDI211B/A	Forestry Technician (Fire Dispatch)	0462-04/05
FDI212B/A	Forestry Technician (Fire Dispatch)	0462-06/07
FDI0213	Logistics Management Specialist	0346-09
FDI0215	Logistics Management Specialist	0346-11
FDI0237	Fire Logistics Dispatcher	2151-03
FDI0238	Fire Logistics Dispatcher	2151-06
FDI0239	Forestry Technician (Fire Dispatch)	0462-04
FDI0240	Forestry Technician (Fire Dispatch)	0462-06

An Electronic Library of all available DOI SPDs is located on the [Firefighter and Law Enforcement Retirement Team website](#).

Any Department employee or employee representative seeking further information concerning this memorandum may contact their respective SHRO. Bureau Headquarters HR staff may contact [DOI Office of Human Resources@ios.doi.gov](mailto:DOI_Office_of_Human_Resources@ios.doi.gov).