



**FIRE MANAGEMENT BOARD
NATIONAL WILDFIRE COORDINATING GROUP
NATIONAL MULTI-AGENCY COORDINATING GROUP**

Memorandum 23-003

March 13, 2023

TO: Geographic Area Coordinating Group Chairs

FROM: Aitor Bidaburu, NWCG Vice-Chair

Jeff Arnberger, NMAC Chair

Chris Wilcox, FMB Chair

SUBJECT: **Standardized use of FireNet by Geographic Areas and Incident Management Teams for the 2023 Fire Year.**

Purpose: The purpose of this memorandum is to reinforce FireNet as the recognized standard official electronic messaging and file collaboration system to support interagency wildland fire missions during the 2023 fire year. This will be the third year working in the Office 365 environment and increased access has been achieved for multiple organizations, agencies, and non-federal users. Please distribute this information through your agency and incident management team channels.

Action: FireNet is the designated environment for conducting wildland fire operations, and as such, Incident Management Teams (IMTs), dispatch centers and other fire support operations must be using FireNet email, Teams, and SharePoint to the maximum extent possible. Since wildfires often cross jurisdictional boundaries and start from or burn onto federal lands, other collaboration systems or environments are highly discouraged from use as there is limited support for non-standard operating systems and users may be liable for data loss or retention pursuant to federal data retention standards. The establishment of consistent business practices in the use and management of FireNet across functional areas, IMTs, and geographic areas is necessary to maintain federal information processing standards, records retention, and information integrity across the wildland fire community.

Background and Coordination: Since 2018, FireNet has been recognized by the National Multi-Agency Coordinating (NMAC) Group as the official electronic messaging and file collaboration system in support of the interagency wildland fire mission. Such a system is required to comply with legal and policy mandates regarding security and privacy. Currently there are over 6,000 licensed named account holders. Users can also be admitted to the system as guest members, which reduces the need for users to have multiple agency licensed accounts. Guest members have the same access to all features as a licensed account, except for shared email inboxes. Currently, there are over 16,000 guest members in FireNet. Shared inbox usage drives the need for a license as guest members can access MS Teams/SharePoint to edit and collaborate on the folder/file level. To learn more about the approved shared inboxes for

functional areas and primary support personal needing access please visit
www.nwcg.gov/firenet-sop.

The FireNet Team is committed to providing the best product and service for use in incident and interagency collaboration. For help, webinars, profile requests, contact specifics, and other information, please visit www.firenet.gov

Contact: Katy O'Hara, Kathryn_ohara@nps.gov

Nick Heller, Nicholas_heller@ios.doi.gov

Distribution:

Geographic Area Coordination Centers

NWCG Committee Chairs