

Date: September 28, 2004

Subject: NWCG Interagency I-Suite Stabilization and Support (IISS) Project Sponsored I-Suite Training

IISS is sponsoring I-Suite training at the following locations:

- McClellan, California March 15-17, 2005
- Shepherdstown, West Virginia April 12-14, 2005

The target group for this training includes Planning and Finance positions on Type 1 and Type 2 Incident Management Teams, and Fire Use Teams. Priority will be given to people in these positions.

The class will start at 1300 on Tuesday and conclude at 1200 on Thursday, and is limited to 40 students. After a four-hour overview on the first day, the class will be divided into three breakout sessions. The second day of training will consist of three breakout sessions that will concentrate separately on the main applications of I-Suite; ICARS, ITS, and IRSS/IAP. The third day's breakout sessions will consist of Advanced ICARS, Advanced ITS, and Advanced Report Writing. Please indicate on the nomination form which breakout sessions you wish to attend.

If you are selected for a course, information regarding directions and hotel arrangements will be sent with your acceptance letter. Laptops and workbooks will be provided for each attendee. There is no tuition cost for either of these courses.

Students are required to have taken I-200 (Basic Incident Command System), possess good computer skills and have basic knowledge of Microsoft Windows.

If you are interested in attending this session, please fill out the attached nomination form. Nominations are due by **November 26, 2004**. The use of electronic signatures by the employee and supervisor is acceptable. Send your nomination form to the following contact:

Stacy Cable
1387 South Vinnell Way
Boise, Idaho 83709
Phone: 208.947.3719
Fax: 208.947.3712
E-mail: Stacy_Cable@blm.gov

More information regarding these sessions can be found on the I-Suite website: <http://isuite.nwcg.gov>