



2017 Solar Eclipse

File Code: 1230/5100

August 8, 2017

Route To: XXXX XXXXX, Fire Prevention Education Team Leader

Subject: Fire Prevention Education Team

On August 21st, Oregon will witness a total eclipse of the sun. The 60-mile wide eclipse path of totality will impact a 338-mile distance across the state (16 counties). Oregon is known nationally and internationally as one of the prime viewing locations for this event. Emergency managers are preparing for an influx of 500,000 to 1,000,000 visitors, many of whom may be unfamiliar with land ownership in Oregon. Adding to the visitation challenge, the eclipse is occurring at the peak of Oregon's wildfire season. Your Fire Prevention Education Team ("FPET") is asked to help with wildfire prevention education and outreach leading up to and during this unique natural event.

As designated team leader, you will be working for the Wallowa-Whitman, Umatilla and Malheur National Forests. Your primary contact representing the Umatilla will be XXX XXXX Weseman, (555) 555-5555, xxxxxxx@fs.fed.us. XXXX XXXX will be your contact for the Wallowa-Whitman, (121 121-1212, xxxxxxx@fs.fed.us. XXXX XXXX will be your contact for the Malheur, (555) 555-5555, xxxxxxx@fs.fed.us. You will have two contacts representing the BLM State Office and Forest Service Regional Office ("SORO"), (555) 555-5555, xxxxxxx@blm.gov, and XXXX XXXXXX, (555) [,xxxxxxx@fs.fed.us](mailto:xxxxxxx@fs.fed.us). Any products created or locally customized using materials from the Pacific Northwest (PNW) File Transfer Protocol (ftp) site must be approved prior to release and may need review from additional parties as determined by the above individuals; please allow up to 48 hours for a response. Your priorities will be as follows:

- Support the local units on fire prevention education and outreach.
- Support the local units on resource protection messaging.
- Support the local units on enhancing the visitor experience.
- Priority areas for team coverage will be identified as part of your inbrief. Please coordinate with the local contact listed above for any existing traplines.
- Provide for team and public safety.
- Coordinate with other Fire Prevention Education Teams in Oregon on shared and overlapping messages, resources, etc., as guided by the Portland FPET.

Please establish a record-keeping process to ensure adequate information and records are available once the team assignment is completed, including:

- Contacts made
- Information developed and/or distributed

- Costs accrued
- Projects completed
- Observations and/or recommendations

You are authorized to incur expenses for travel, per diem and salary for your team up to \$60,000 charged to XXXXXX, override XXXX.

I accept this assignment as delegated: