Key Decision and Cost Log

(Revised April 2019)

Fire Name:

Host Unit Name: Washington State Department of Natural Resources
Team Name:

Decision Date/Time	Decision maker	Key Decision description	Alternatives Considered	Decision Rationale	Cost Implications	Concurrence

Decision maker: IC, AC, AA, etc.
Key Decision: Strategic and tactical incident management decisions that influence the resources allocated to and final cost of the complexes and/or fires.
Alternatives Considered: Briefly summarize the alternatives considered to the decision made.
Rationale: Document the rationale for why the decision is considered to be the most effective. Include factors driving the need for a decision; values potentially impacted calculated for a given probability of occurrence and time period, estimated implementation cost of the decision, probability of success; basis for these determinations; risks inherent in the decision and how mitigated.
Cost Implications: Expected cost implications in terms of the likely deviation from the reference budget (+, -, 0) and any associated downstream costs. Use your best estimate. An example of a decision with downstream cost implications would be timely release of initial attack resources back to their home unit – enabling a high success rate for initial attack and limiting the number of fires with the potential to become large, costly fires.
Concurrence: Indicate by role initials who were included in discussions concerning the decision. Unless precluded by time critical considerations, Agency Administrators and Incident Commanders are expected to collaborate in making decisions that disproportionately influence incident expenditures. Decisions may also be discussed with AC, RF, RFR, and/or CPR.