

CERTIFICATE REQUEST Form

Please complete **ALL** required fields for an individual announcement. Ensure to include any additional information needed into the form below. Incomplete submissions may result in your request being delayed.

Note: Original certificates must be cleared to 2-or-less applicants, if applicable. Refer to the ['Requesting Certificates of Eligibles'](#) SOP for more information.

Once complete, email this form to blm_fa_fires@blm.gov with the subject of "HR and Selecting Official Request"

This request is for Temporary, seasonal fire and fire support positions not-to-exceed 6 months (1039 hours).

Requesting:	CERTIFICATE
Name of Selecting Official(s): (only 2 max)	
E-mail of Selecting Official(s): (only 2 max)	
Name of HR Specialist(s): (only 2 max)	
E-mail of HR Specialist(s): (only 2 max)	
Phone of HR Specialist(s): (only 2 max)	

Position Information:			
Agency: (ex: BIA or BLM)			
Location: (City, ST) *Enter one location unless this request is for a district with multiple locations.			
Agency/District: (if applicable)			
Title: (ex: Wildland Firefighter)			
Crew Type: (ex: Engine, Hand, Helitack, Hotshot)			
Pay Plan:	GS	GW	WG
Series:			
Grade(s): (ex: 03/04/05)			

Certificate Information:			
Announcement Number:			
Have you exhausted previous certificate?	Yes	No	N/A
Additional Information:			