

## **Contracting Officer's Purchasing Agent Transition Plan**

**Date:** July 23, 2020

**Background:** The NWCG Interagency Incident Business Committee approved the new position Contracting Officers' Purchasing Agent (COPA) to the *Federal Wildland Qualification Supplement*. The new position will replace the following agency-specific qualifications:

- Contracting Officer (CONO)
- Purchasing Agent, Ten Thousand (PA10)
- Purchasing Agent, Twenty-Five Thousand (PA25)
- Purchasing Agent, Fifty Thousand (PA50)

**Coordination:** The new mnemonic for Contracting Officers' Purchasing Agent will be COPA and was approved by the NWCG Position Naming Committee on June 18, 2020. CONO, PA10, PA25, and PA50 will be deactivated from the *Federal Wildland Qualification Supplement* and IQCS with an effective date of January 2021.

**CONO, PA10, PA25, and PA50 Qualified personnel:** To minimize the impact to the field, the process of historical recognition for the COPA position will be used for all current qualified CONO, PA10, PA25, and PA50 upon the release of the January 2021 *Federal Wildland Qualification Supplement*. The qualified responders will be transitioned to the COPA mnemonic and will follow the new currency requirement as of the transition date.

**CONO, PA10, PA25, and PA50 Trainees:** Current CONO, PA10, PA25, and PA50 trainees will be transitioned to a COPA trainee status on January 2021. The trainee will need to meet the new qualification standard for COPA requirements.

**Effective Date:** The change will be effective upon the release of the *Federal Wildland Qualification Supplement* in January 2021.

Please direct any questions to your IQCS Change Management Agency Leads (<https://iqcsweb.nwcg.gov/contact-us/cmb-reps>).

Thank you,

Mike Ellsworth  
Chair, IQCS Change Management Board

# CONTRACTING OFFICER'S PURCHASING AGENT (COPA)

## AGENCY ENDORSEMENTS:



## REQUIRED TRAINING:

National Incident Management System, An Introduction (IS-700)  
Introduction to ICS (ICS-100)

## REQUIRED EXPERIENCE:

None

## PHYSICAL FITNESS LEVEL:

None

## THESE POSITIONS MAINTAIN CURRENCY FOR COTR:

None

## COTR MAINTAINS CURRENCY FOR THESE POSITIONS:

None

## ADDITIONAL TRAINING WHICH SUPPORTS DEVELOPMENT OF KNOWLEDGE AND SKILLS:

None