



**ORIENTATION TO THE INCIDENT
COMMAND SYSTEM**

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OBJECTIVES

Upon completion, participants will:

- understand the evolution and current application of the Incident Command System (ICS);
- be familiar with basic concepts of the ICS system;

Objectives continued.....

- be familiar with the ICS organization structure, duties of the IC, and duties Command and General Staff members;
- understand the features of ICS which allow for expansion and contraction as required by a dynamic incident;

Objectives continued.....

- be familiar with the concepts of Unified Command and the duties of the Unified Commanders.

I. What is ICS??

The definition of the Incident Command System found in the glossary of the National Response Plan.

Highlights of the ICS Definition

- Standardized on-scene emergency management system.
- Provides an integrated, organized structure.
- Addresses demands of either single or multiple incidents without being hindered by jurisdictional boundaries.

Highlights of the ICS Definition continued

- Combines facilities, equipment personnel, procedures and communications under one organizational structure.
- Used for all kinds of emergencies, large and small.
- Used by various jurisdictions and functional agencies, both public and private.

II. Evolution of ICS--History

Created in early 70s in Southern California

- Large population
- Rapid urban growth
- Many agencies with no common approach to large interagency responses
- Problems in organization, leadership and communications during emergencies
- Safety was a key factor

Evolution of ICS—Growth of ICS

- Gradually matured throughout the 70s and began to spread through other areas and agencies.
- Adopted nation-wide by the NWCG in 1980.
- From 1980 to 2002 many other agencies, states and local governments across the U.S. chose to adopt ICS.

Evolution of ICS—Current Status

- 2003-HSPD-5 directs adoption of NIMS and ICS by all federal agencies.
- HSPD-5 included incentives to encourage state and local agencies to adopt ICS.
- 2004 NRP further directs the use of ICS during Incidents of National Significance.

Evolution of ICS--Future

- ICS will adopted nation wide.
- Has become the most widespread, well known management system in the U.S.
- DHS Science and Technology Directorate is developing ICS training delivery systems for state and local governments.

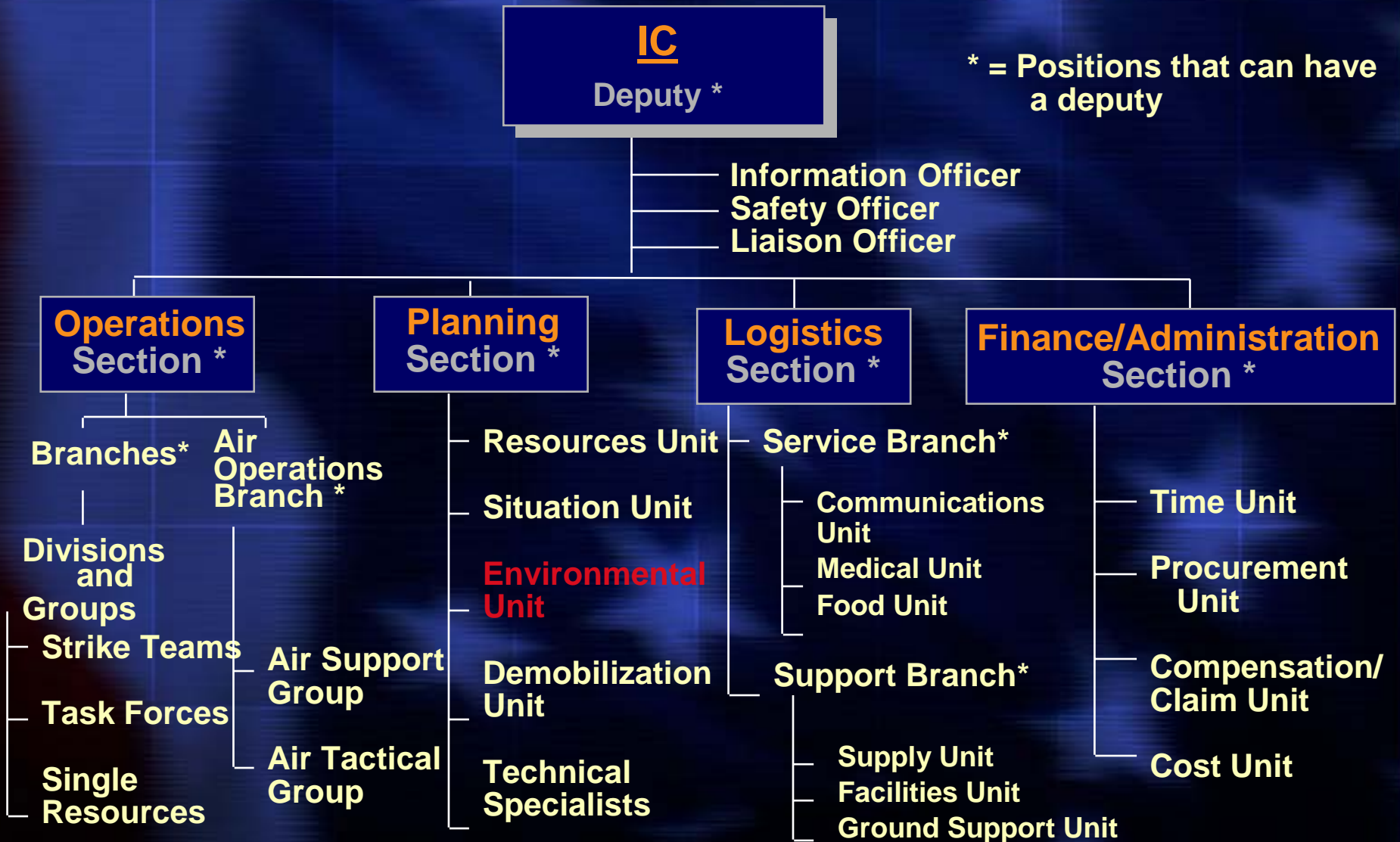
III. Key Features of ICS

- Common organization structure
- Common terminology and titles
- Common Communications
- Standard planning process
- Ability to expand and contract
- Unified approach to interagency incidents (Unified Command)

ICS Major Organization Elements

- Command
- Safety
- Liaison
- Public Information
- Operations
- Logistics
- Planning and Intelligence
- Finance and Administration

ICS Organization Chart



Incident Management Teams, IMT

EPA IMT

**Incident
Commander**

Information Officer
Safety Officer
Liaison Officer

**Operations
Section Chief**

**Planning
Section Chief**

**Logistics
Section Chief**

**Finance/Administration
Section Chief**

Resources Unit
Leader

Situation Unit
Leader

Environmental
Unit Leader

Common Terminology and Titles

- ICS has a language that all agencies must use when working together.
- ICS has specific titles for each position so everyone knows what the position does, regardless of who is in it at the time.
- ICS has standard names for all resources which have the same meaning for each agency.

Common Names of Facilities

Examples

- Incident Command Post, ICP
- Incident Base
- Camps
- Helibase
- Staging Area

Common Names of Resources

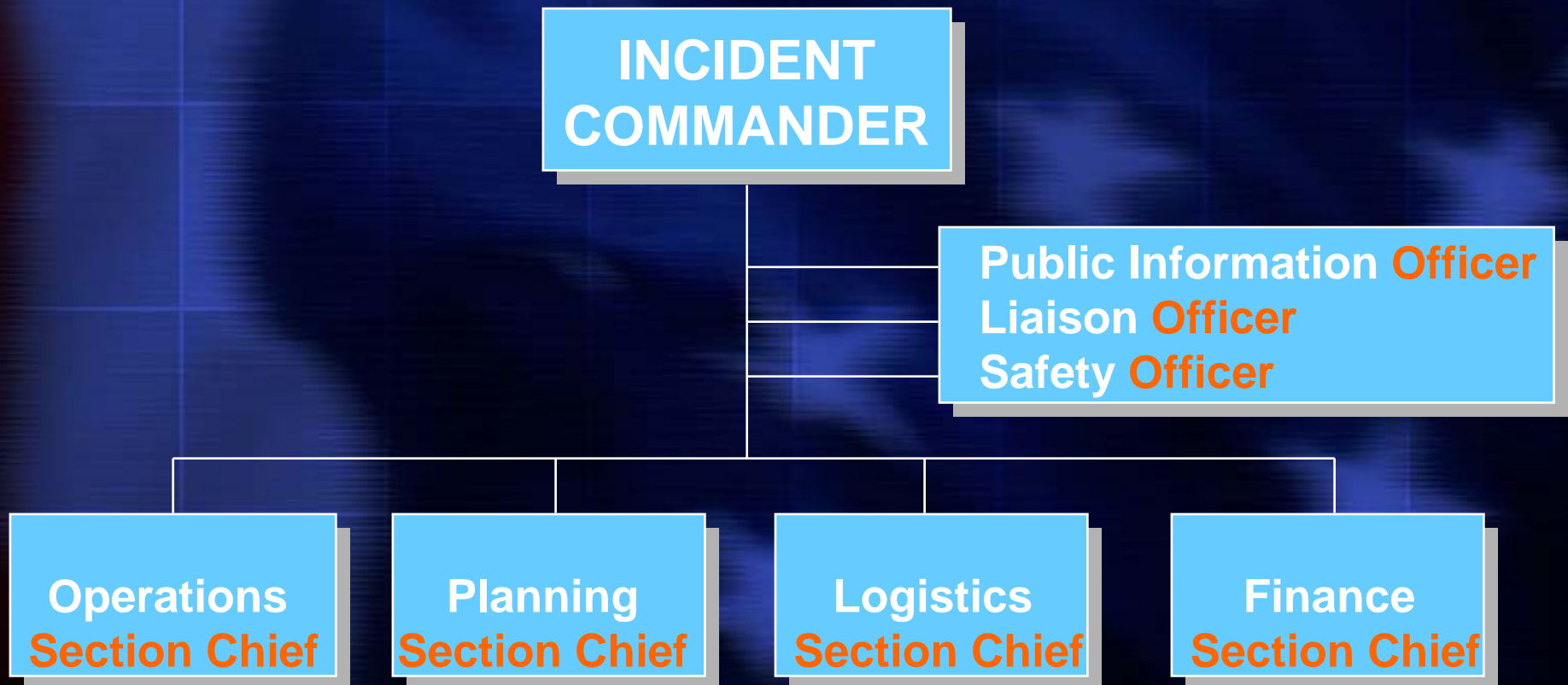
Examples...

- Level A Decon Team
- Level B Decon Team
- Dozer
- Hazmat Team
- Urban Search and Rescue Team
- Urban Search and Rescue Crew
- Engine

Common ICS Titles

- Incident Commander, IC
- Safety Officer
- Operations Section Chief
- Resource Unit Leader
- Environmental Unit Leader
- Division Supervisor
- Group Supervisor
- Branch Director

Command and General Staff Officers and Chiefs



Normal Agency Titles Similar to ICS

Branch Director

Division Chief

Police Chief

Division Director

Safety Officer

Public Information Off.

Line Officer

Other?

Branch Chief

Fire Chief

Battalion Chief

Division Boss

Liaison Officer

Public Affairs Off.

Group Leader

Common Communications

- Radio systems must be compatible
- Standard communication frequency configuration (base outline)
 - Command
 - Tactics
 - Air to Ground
 - Air to Air
 - Logistics

Common Communications continued...

Cell Phones

- Numbers are shared
- Numbers are often posted in the IAP
- Emergency caches are sometimes available
- Portable cell sites are sometimes available

Standard Forms

- Several ICS FORMS for various purposes
- All agencies use the same or similar forms during the incident
- Recognizable by anyone trained in ICS
- Critical to have a standard Incident Plan

Standard Planning Process—The IAP

Incident Action Plan--IAP

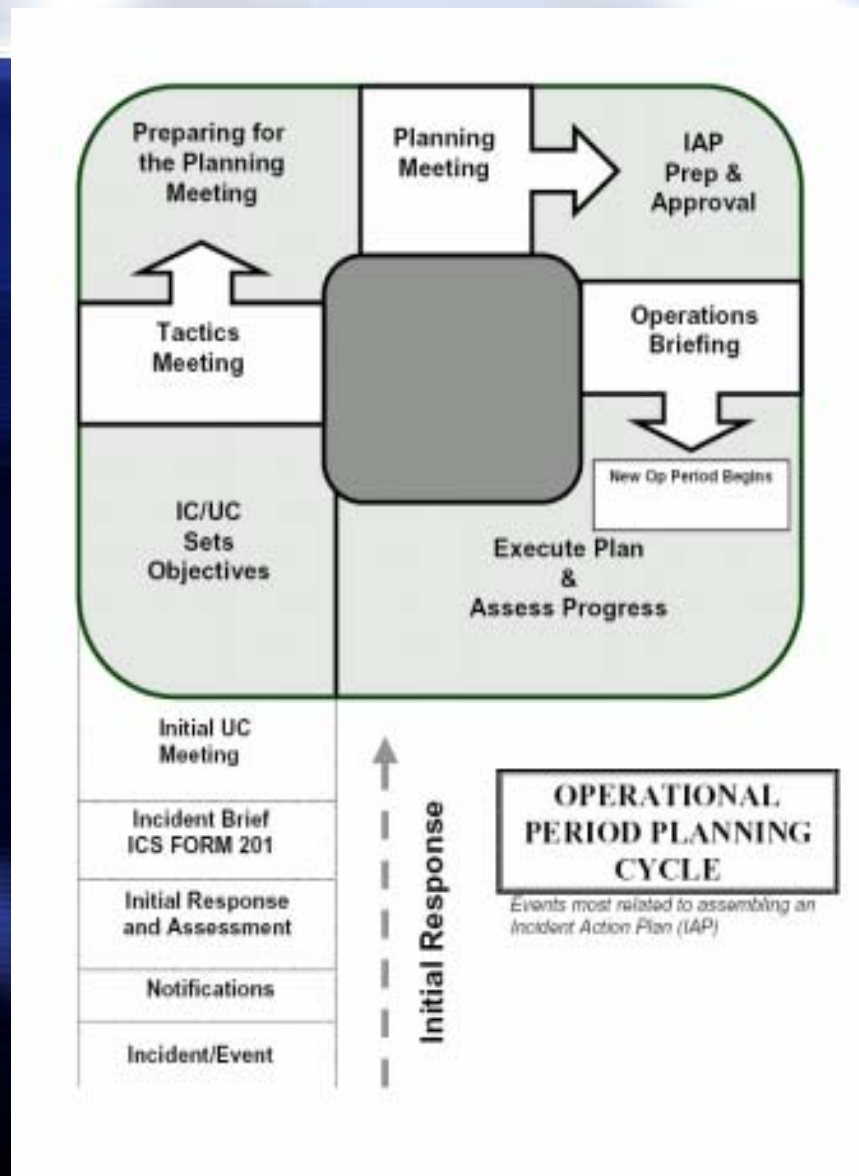
- May be verbal on small incidents
- Formal written document on larger incidents
- Required for each operational period
- Copied and distributed to all key supervisors
- Key part of incident documentation

Standard Planning Process--Roles

Management Objectives	Agency
Incident Objectives	IC
Strategy	IC & others
Tactics	Operations
Planning Process	IMT (PSC lead)
Planning Meeting	IMT (PSC lead)
Assemble the IAP	PSC
Brief Tactical Resources	Operations
Implement and Monitor	C & G Staff

The Planning Process

The Planning "P"



Role of Planning Section Chief--PSC

- PSC oversees the planning process
- Planning Section prepares the IAP using:
 - Tactics established by Operations Chief
 - Information from other IMT members
- PSC facilitates all official incident meetings
 - Planning meeting
 - Briefings
 - Special meetings and presentations

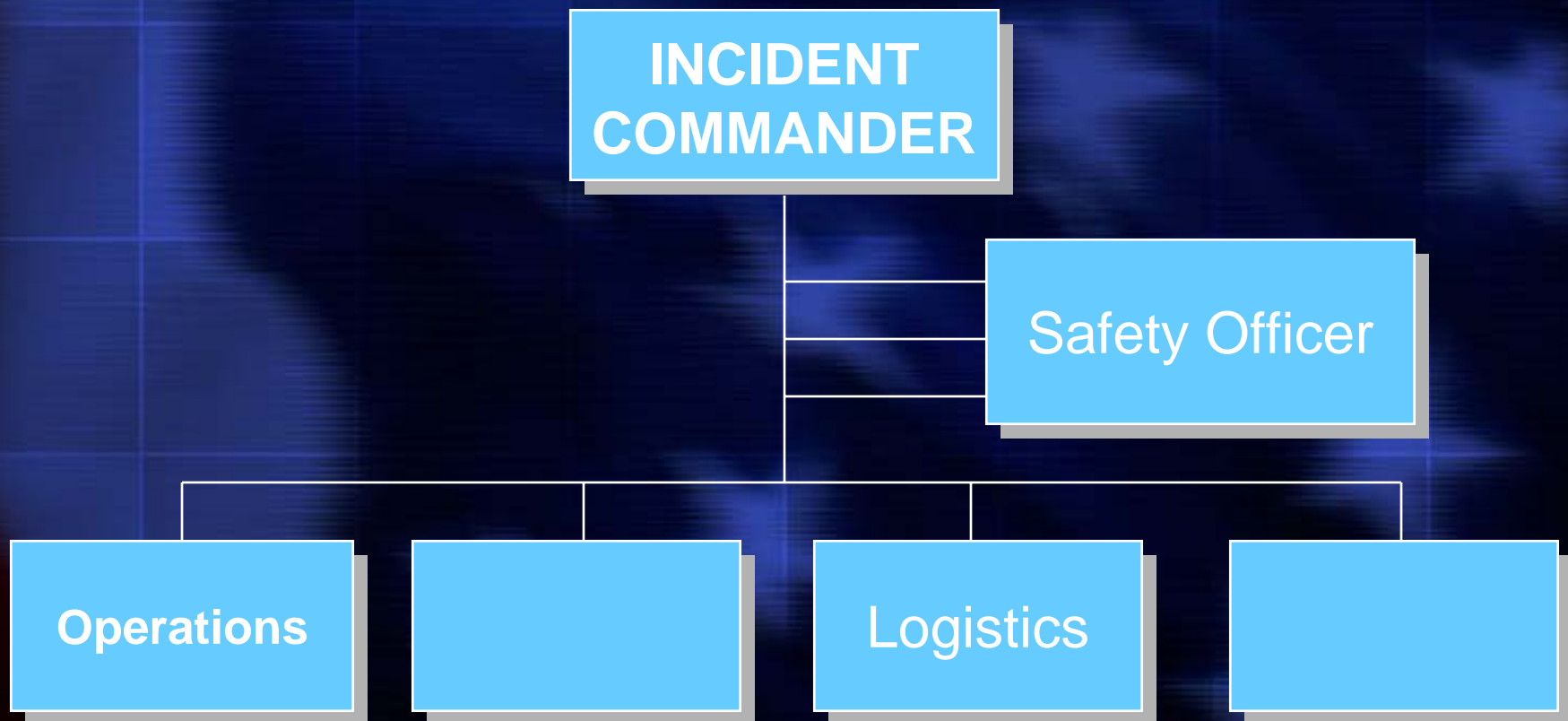
Ability to Expand and Contract

- ICS organization may be adjusted to meet incident needs
- Fill only those positions required
- Duties of unfilled positions go up to the next higher position
- The organization can change constantly throughout the life of an incident
- National IMTs may have 30 or more people

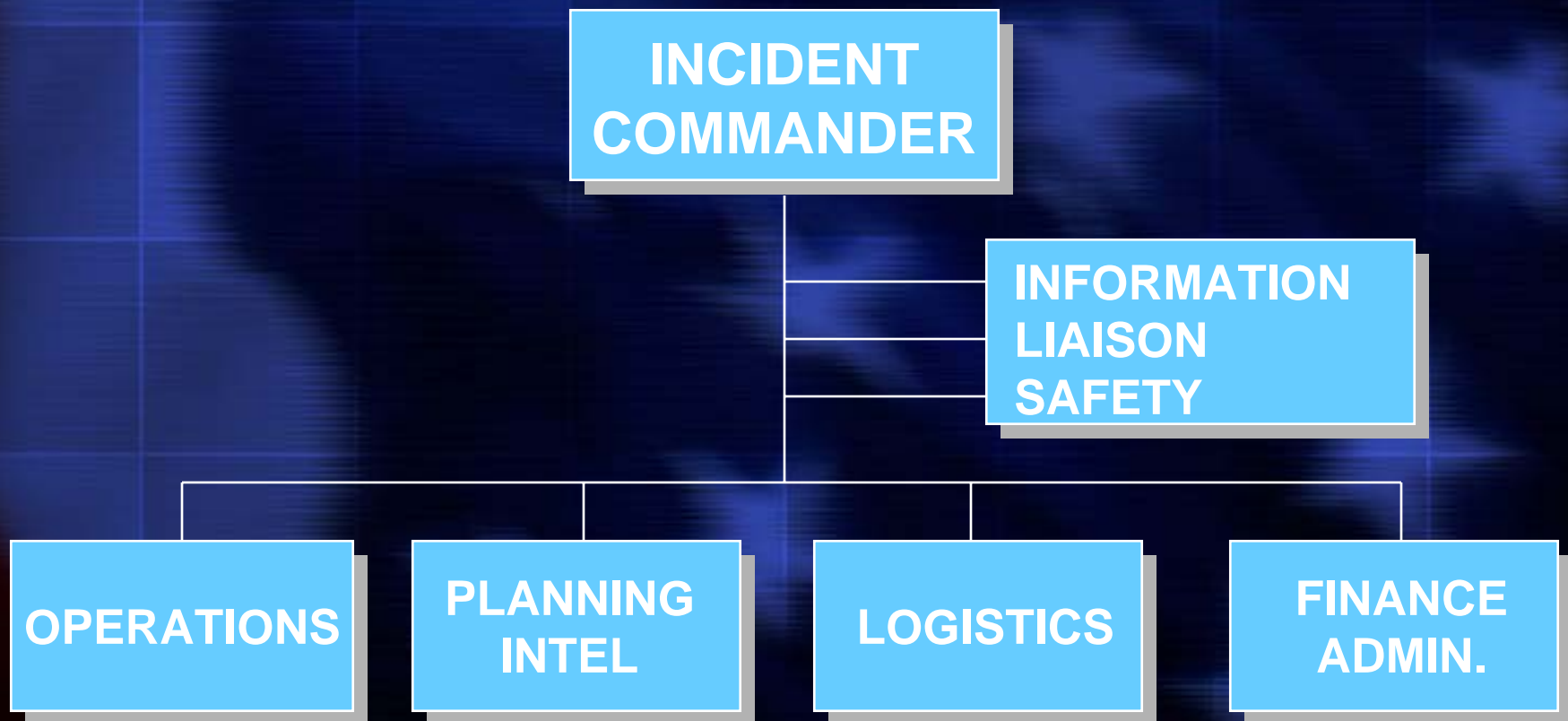
Span of Control

- Number of subordinates or activities managed by one supervisor
- Acceptable range is 3 to 7
- Standard target is 1 to 5

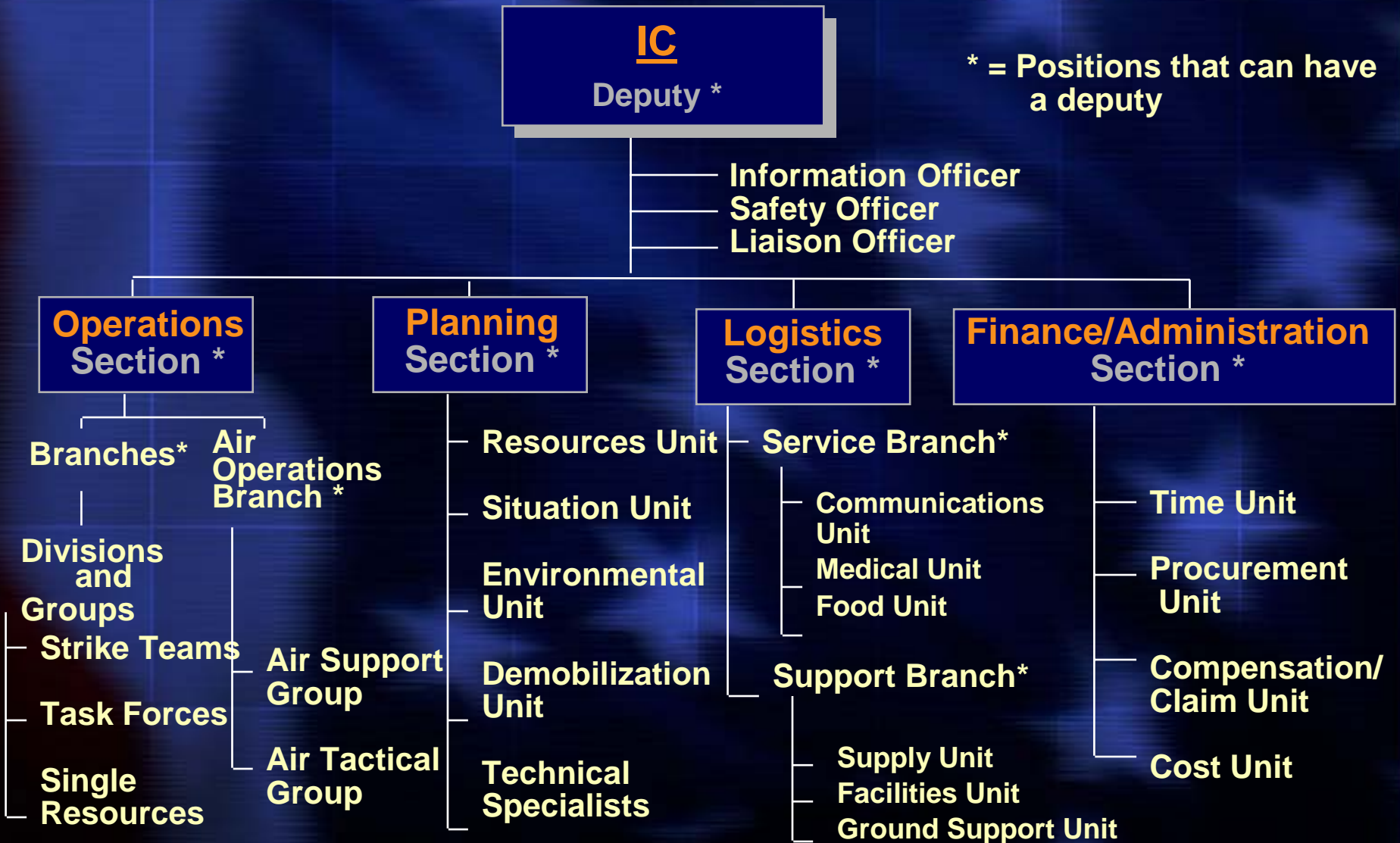
Fill Only the Positions Required



Full Command and General Staff (core IMT)



FULL ICS organization



* = Positions that can have a deputy

Technical Specialists and Tactical Resources

- No limit on the number as long as Span of Control can be met.
- Technical Specialists may be used for any specialized task.
 - Initially report to Plans
 - Can be assigned anywhere in the organization

Unified Command

- Most large incidents overlap jurisdictions of many agencies.
- Each Agency provides an IC.
- ICs work together in Unified Command.

Features of Unified Command

- NO COMPROMISE OF AUTHORITY!
- One colocated ICP and other facilities.
- Consensus on one set of Incident Objectives.
- One IAP.
- IAP is implemented by one Operations Section Chief.
- Interagency Deputies and Assistants may be used.

IV. Duties of the Core IMT—Incident Commander

Has overall responsibility at the incident or event. Sets objectives and priorities based on agency direction.

Manages the IMT.

Duties of the Core IMT—Safety Officer

Responsible to insure all aspects of the incident are managed in compliance with safety rules and guidelines.

Coordinates incident activities with agencies that are responsible for the safety of affected public.

Works closely with the Operations Chief, provides specific safety input to the Incident Action Plan.

Duties of the Core IMT—Public Information Officer

The PIO is the voice for the Incident Commander for information that leaves the incident, and the eyes and ears for keeping abreast of issues evolving outside the incident.

Maintains communication flow with the JIC (may be a part of JIC management).

Establishes community information systems and provides information updates for incident personnel.

Duties of the Core IMT—Liaison Officer

Primary focal point and contact for Agency Representatives for coordination and information exchange.

Keeps IMT informed of status, capabilities and limitations of the resources of the cooperating and assisting agencies.

Insures information on cooperating and assisting agencies is incorporated into the IAP.

Duties of the Core IMT—Operations Section Chief

Provides advice to IC when analyzing strategies.

Uses all available information to plan and execute the incident tactics.

Supervises all tactical resources.

Orders resources required to accomplish the Incident Objectives.

Duties of the Core IMT—Planning/ Intelligence Section Chief

Gathers, analyzes and process all the available information required to make appropriate decisions and document activities.

Responsible for publishing the Incident Action Plan, based on the Operations Section Chief's chosen tactics.

Planning Section Chief facilitates all planning meetings and briefings.

Duties of the Core IMT—Logistics Section Chief

Provides all logistical support including necessary supplies, food, lodging, vehicles, facilities, security maintenance, etc.

Manages the on-scene resource ordering system, working closely with the EOC to place orders and track the status of the orders.

Provides medical services to responders.

Duties of the Core IMT—Finance/Admin Section Chief

Manages all financial matters including contracts, timekeeping, procurement, rental agreements, etc.

Keeps records of all expenditures and provides reports and projections, as needed.

Provides advice on administrative issues affecting incident activities.

QUESTIONS?