

**All Hazards Emergency Plan  
Facility Action Cards (FACs)**

**FACs – Incident Command System (ICS)**

The Incident Command System (ICS) shall be activated for every crisis or disaster situation occurring within the facility.

1. Key leadership staff shall report to the pre-designated Incident Command Post (ICP).
2. The facility's Incident Commander (IC) shall be identified and immediately establish the following positions:
  - Operations Leader
  - Planning Leader
  - Logistics Leader
  - Finance Leader
3. As the incident progresses and the facility's human resources become available, the facility's IC shall establish the following positions:
  - Public Information Officer
  - Safety Officer
  - Liaison Officer(s) to coordinate with outside agencies
4. As the incident progresses, the facility's IC shall establish the following management layers as needed in accordance with the plan:
  - Sections
  - Branches
  - Divisions
  - Groups
5. The facility's IC shall manage the incident in accordance with the specific disaster plan and in coordination with all other agencies (fire, police, EMS, etc.) responding to the crisis or disaster situation.
6. If required, the facility's IC shall become part of a Unified Command System as directed by the Incident Commander in charge of emergency response (fire, police, county emergency manager, etc.) and responsible for overall incident management.