

# **Module 6**

## **Review of the Incident Command System**

# Module 6: Objectives

- Discuss the three purposes of the Incident Command System (ICS)
- Outline the five management functions
- Describe the four Command Staff positions
- Define ICS terminology
- Describe the six steps of the incident planning process

# What is ICS?

- ICS
  - Is a standardized, on-scene all-hazard incident management concept
  - Allows its users to adopt an integrated organizational structure
    - Matching the complexities and demands of single or multiple incidents
    - Not hindered by jurisdictional boundaries

# Purpose of ICS

- Using best practices, ICS ensures
  - Safety of responders and others
  - Achievement of tactical objectives
  - Efficient use of resources

# **Requirements for Use of ICS**

- National Incident Management System (NIMS)
- Superfund Amendments and Reauthorization Act (SARA) – 1986
- Occupational Safety and Health Administration (OSHA) Rule 1910.120
- State and Local regulations

# History of ICS

Developed in the 1970's

**F**irefighting  
**R**esources of  
**C**alifornia  
**O**rganized for  
**P**otential  
**E**mergencies

(**FIRESCOPE**)

# History of ICS

- Weaknesses in incident management before ICS
  - Lack of accountability
  - Poor communication
  - Lack of a planning process
  - Overloaded Incident Commanders
  - No method to integrate interagency requirements
- ICS provides an organized system to manage incidents and addresses these weaknesses

# Basic Features of ICS (1)

- Common terminology
- Modular organization
- Management by objectives
- Reliance on an Incident Action Plan (IAP)
- Chain of command and unity of command
- Unified Command
- Manageable span of control

## **Basic Features of ICS (2)**

- Predesignated incident locations and facilities
- Resource management
- Information and intelligence management
- Integrated communications
- Transfer of command
- Accountability
- Mobilization

# Key Benefits of ICS

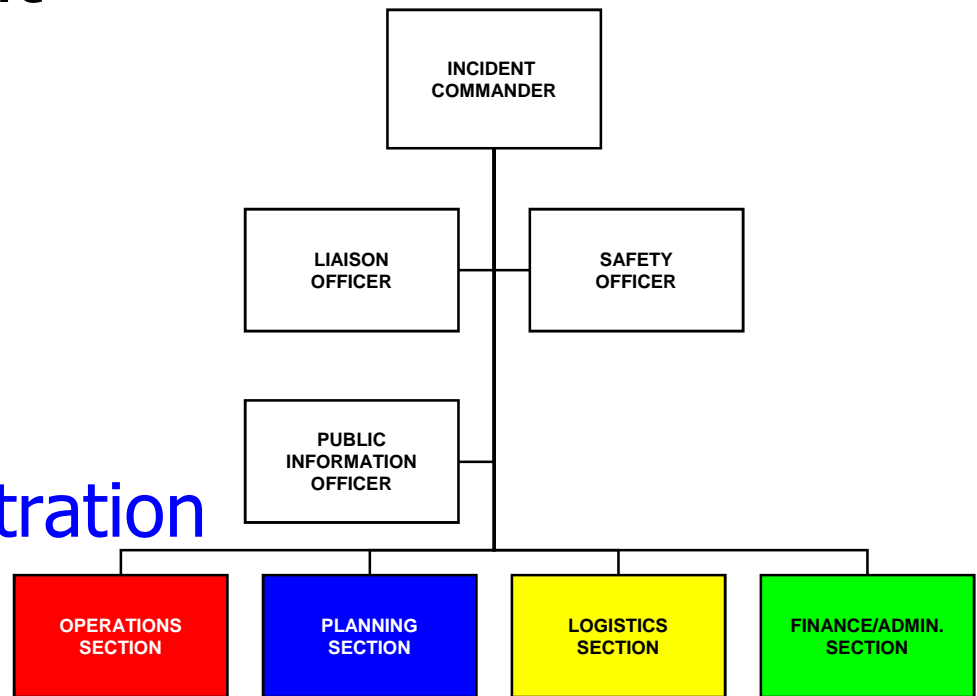
- Manages routine or planned events, of any size or type
  - Establishes a clear chain of command
- Personnel from different agencies or departments can be integrated
  - Provides a a common structure
    - Effectively address issues
    - Delegate responsibilities
- Provides logistical and administrative support to operational personnel
- Ensures key functions are covered and eliminates duplication

# ICS Management Organization

- ICS is a management system and not an organizational chart
- ICS principal tenets
  - Every incident or event requires that certain management functions be performed
    - Problems are evaluated
    - A plan developed to correct/address the problem
    - Implement corrective actions
    - Assign necessary resources
  - The ICS organization does NOT correlate to the administrative structure of the agency
    - Normal roles may not be assumed in ICS

# ICS Management Functions

- Five management functions
  - Command
  - Logistics
  - Planning
  - Finance/Administration
  - Operations



# ICS Management: Command

- Command
  - Sets the objectives
  - Devises strategies and priorities
  - Maintains overall responsibility for managing the incident
- The Incident Commander
  - Is the only position always filled in on an incident regardless of its nature
  - May be able to accomplish all five management functions alone on small scale incidents
  - On larger incidents effective management may require that each function be established as a separate Section

# ICS Management: Operations

- Operations
  - Conducts the tactical operations
  - Carries out the plan using defined objectives
  - Directs all needed resources

# ICS Management: Planning

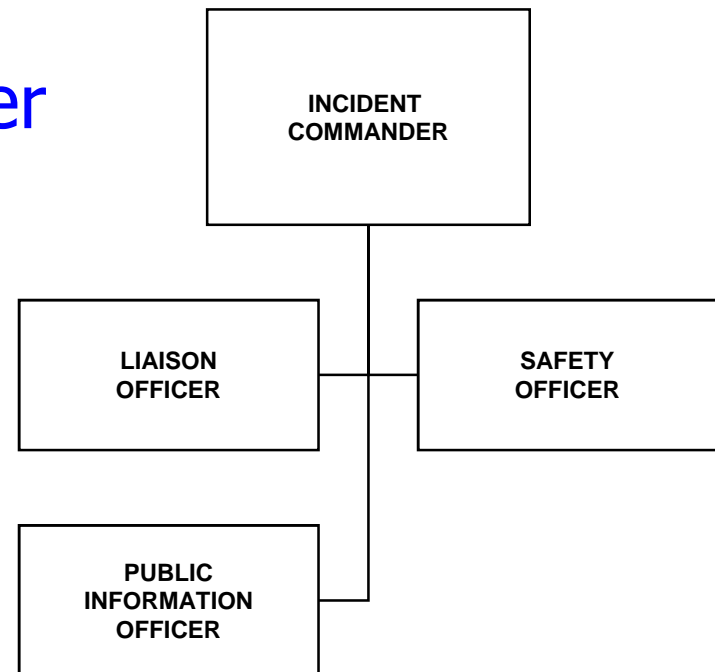
- Planning
  - Collects and evaluates information for decision support
  - Maintains resource status
  - Prepares documents such as the Incident Action Plan
  - Maintains documentation for incident reports

# ICS Management: Logistics and Finance/Administration

- Logistics
  - Provides support, resources, and other essential services to meet the operational objectives
- Finance/Administration
  - Monitors costs related to the incident
  - Provides accounting, procurement, time recording, and cost analyses

# ICS Command Staff (1)

- The Command Staff include:
  - Public Information Officer
  - Safety Officer
  - Liaison Officer



# ICS Command Staff (2)

- Public Information Officer
  - Advises the Incident Commander on information dissemination and media relations
  - Obtains information from and provides information to the Planning Section
  - Obtains information from and provides information to the community and media
- Safety Officer
  - Advises the Incident Commander on issues regarding incident safety
  - Works with the Operations Section to ensure the safety of field personnel
  - Ensures safety of all incident personnel

# ICS Command Staff (3)

- Liaison Officer
  - Serves as a point of contact for agency representatives supporting the operations
  - Provides briefings to and answers questions from supporting agencies

# ICS Terminology

- Unified command
- Sections
- Divisions
- Groups
- Branches
- Task Forces
- Strike Teams
- Single Resources
- Transfer of command

# Unified Command

- Enables all responsible agencies to manage an incident
  - Establish a common set of incident objectives and strategies
- Allows Incident Commanders to make joint decisions by establishing a single command structure
- Maintains unity of command
  - Each employee only reports to one supervisor

# Sections

- Organizational levels with responsibility for a major functional area of the incident
  - Operations
  - Planning
  - Logistics
  - Finance/Administration
- The person in charge is the Chief

# Divisions and Groups

- Divisions
  - Divide an incident geographically
  - Is led by a Supervisor
- Groups
  - Established based on the needs of an incident.
  - Labeled according to the job that they are assigned
  - Managed by a Supervisor
  - Work wherever their assigned task is needed and are not limited geographically

# Branches and Units

- Branches
  - Established if the number of Divisions or Groups exceeds the span of control
  - Have functional or geographical responsibility for major parts of incident operations
  - Managed by a Branch Director
- Units
  - Organizational elements that have functional responsibility for a specific activity

# Task Forces

- Task Forces are a combination of mixed resources with common communications
- Operate under the direct supervision of a Task Force Leader

# Strike Teams

- Strike Teams are a set number of resources
  - Of the same kind and type
  - With common communications
  - Operate under the direct supervision of a Strike Team Leader

# Single Resources

- An individual(s) or piece of equipment with its personnel complement; or,
- A crew or team of individuals with an identified supervisor

# Transfer of Command

- Moves the responsibility for incident command from one Incident Commander to another
- Must include a transfer of command briefing
  - Oral
  - Written
  - Both oral and written

# ICS Supervisory Titles

<b>Organizational Level</b>	<b>Title</b>	<b>Support Position</b>
Incident Command	Incident Commander	Deputy
Command Staff	Officer	Assistant
General Staff (Section)	Chief	Deputy
Branch	Director	Deputy
Division/Group	Supervisor	N/A
Unit	Leader	Manager
Strike Team/Task Force	Leader	Single Resource Boss

# The Incident Planning Process (1)

- Six Steps in Incident Planning
  1. Understanding policy and direction
  2. Assessing the situation
  3. Establishing incident objectives
  4. Determining appropriate strategies to achieve the objectives

# The Incident Planning Process (2)

- Six Steps in Incident Planning
  5. Providing tactical direction and ensuring that it is followed
    - Example: The correct resources assigned to complete a task and their performance monitored
  6. Providing necessary back-up
    - Assigning more or fewer resources
    - Changing tactics

# Review: Module 6

## Key Points (1)

- Benefits of ICS are:
  - Manages routine or planned events
  - Establishes a clear chain of command
  - Provides a a common structure
  - Provides logistical and administrative support to operational personnel
  - Ensures key functions are covered and eliminates duplication

# Review: Module 6

## Key Points (2)

- ICS is modular and scalable to the scope and magnitude of the incident
  - Incident Commander always activated
  - Other positions activated as needed
- There are five management functions
  - Command
  - Operations
  - Planning
  - Logistics
  - Administration

# Review: Module 6

## Key Points (3)

- ICS provides a common terminology and position titles to enhance standardization among agencies and responders