

Incident Command System (ICS)

An introduction

National Incident Management System (*NIMS*)

Mandated by *Homeland Security Presidential Directive*
(*HSPD-5*):

Provides a **consistent nationwide approach** for Federal, State, Tribal, and local governments to **work together effectively** to prepare, respond and recover from domestic incidents.

NIMS includes a core set of concepts, principles, and terminology identified as the **Incident Command System (ICS)**.

Incident Command System (ICS)

- ◆ ICS is a **standardized**, on-scene, **all-hazard** incident management concept
- ◆ ICS has considerable internal **flexibility**. It can **grow or shrink to meet different needs**. This flexibility makes it a very cost effective and efficient management approach for both small and large situations.
- ◆ ICS allows its users to **adopt an integrated organizational structure to match the complexities and demands of single or multiple incidents** without being hindered by jurisdictional boundaries

Incident Command System (ICS)

- ◆ ICS has been tested in more than **30 years** of emergency and non-emergency applications, by all levels of government and in the private sector. It represents organizational "**best practices,**" and as a component of NIMS has become the standard for emergency management across the country
- ◆ **NIMS requires the use of ICS for all domestic response**
- ◆ **ICS Formerly Mandated For NYS Agencies by Executive Order #26 in 1996**
- ◆ NIMS also requires that **all levels of government,** including Territories and Tribal Organizations, adopt ICS as a condition of receiving Federal preparedness funding

What ICS Is Designed To Do?

- ↳ Meet the needs of **incidents of any kind or size**
- ↳ Allow personnel from a variety of agencies to meld rapidly into a **common management structure**
- ↳ **Provide logistical & administrative support to operational staff**
- ↳ Be **cost effective** by avoiding duplication of efforts
- ↳ ICS consists of procedures for **controlling** personnel, facilities, equipment, and communications. It is designed to be applied *from the time an incident occurs until the requirement for management and operations no longer exists*

cont.

- ◆ ICS principles are implemented through a wide range of management features including the use of **common terminology** and clear text, and a **modular organizational structure**
- ◆ ICS emphasizes **effective planning, including management by objectives** and reliance on an Incident Action Plan

ICS helps ensure full utilization of all incident resources by:

- ✓ Maintaining a **manageable span of control**
- ✓ Establishing pre-designated incident locations and facilities
- ✓ Implementing **resource management practices**
- ✓ **Ensuring integrated communications**

Management by Objectives

The ICS organizational structure develops in a top-down, modular fashion that is based on:

- ↳ size and complexity of the incident
- ↳ specifics of the hazard environment created by the incident

As incident complexity increases, the organization expands from the top down as functional responsibilities are delegated.



Span of control

- ◆ The number of individuals that one supervisor can manage *effectively*.
- ◆ Maintaining an effective span of control is particularly important on incidents where **safety and accountability** are a top priority
- ◆ Effective span of control on incidents may vary from three (3) to seven (7), and a ratio of one (1) supervisor to five (5) reporting elements is recommended
- ◆ If the number of reporting elements falls outside of these ranges, **expansion or consolidation** of the organization may be necessary.
- ◆ There may be exceptions, usually in lower-risk assignments or where resources work in close proximity to each other.

Transfer of Command



- ✦ A **more qualified person** assumes command.
- ✦ The incident situation changes over time, resulting in a **legal requirement to change** command.
- ✦ Changing command **makes good sense** (e.g., an Incident Management Team takes command of an incident from a local jurisdictional unit due to increased incident complexity) ! ! !
- ✦ There is **normal turnover** of personnel on long or extended incidents, For example, to accommodate work/rest requirements.
- ✦ The incident **response is concluded** and incident responsibility is transferred back to the home agency.
- ✦ **The transfer of command process always includes a transfer of command briefing, which may be oral, written, or a combination of both.**

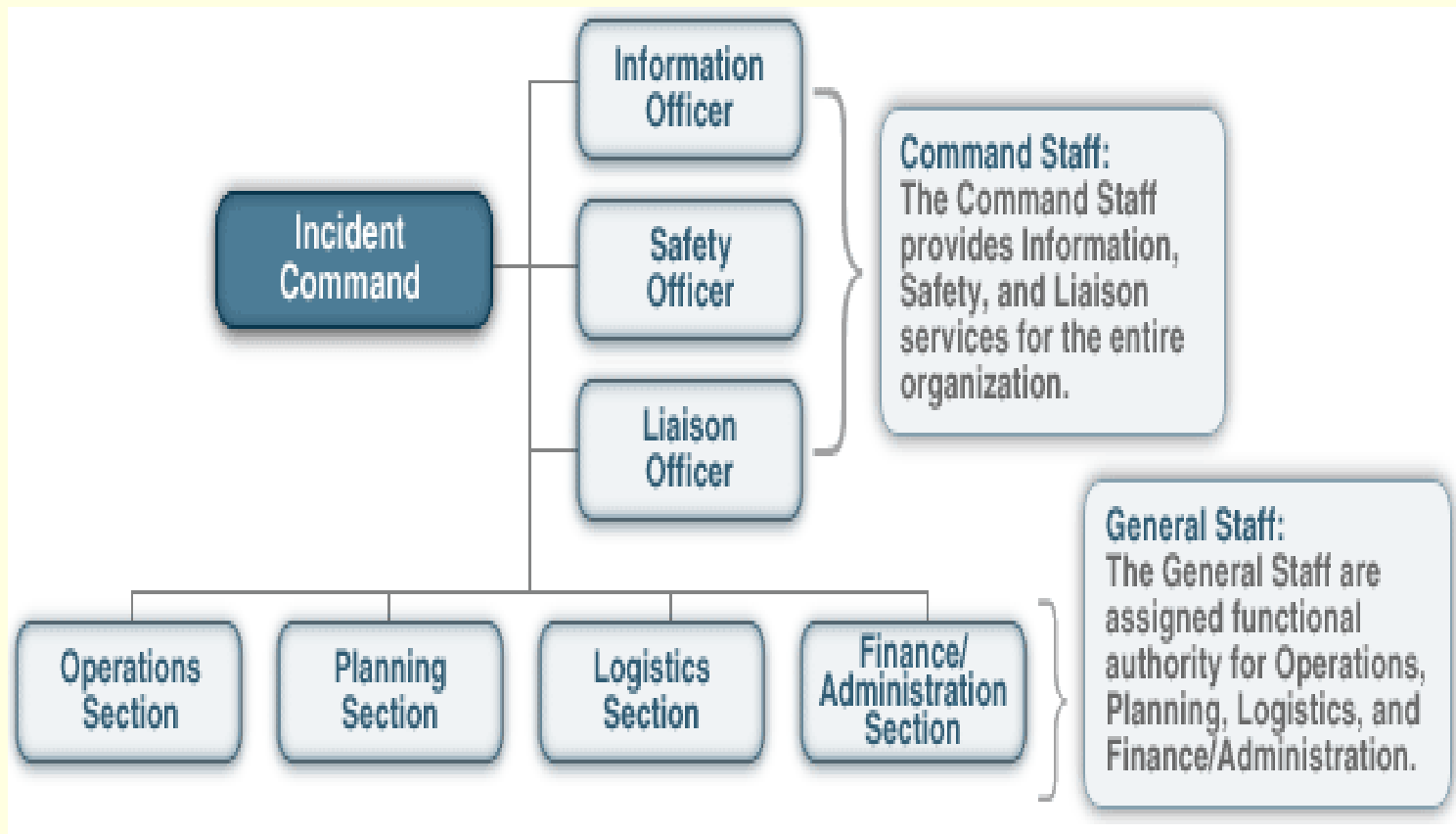
Accountability

- **Check-In**: All responders, regardless of agency affiliation, must report in to receive an assignment in accordance with the procedures established by the Incident Commander.
- **Incident Action Plan**: Response operations must be directed and coordinated as outlined in the IAP.
- **Unity of Command**: Each individual involved in incident operations will be assigned to *only one supervisor*.
- **Span of Control**: Supervisors must be able to adequately supervise and control their subordinates, as well as communicate with, and manage all resources under their supervision.
- **Resource Tracking**: Supervisors must record and report resource status changes as they occur.

Organizational Chart



Expanding the Organization



Incident Command System recap

- ★ Span of control should not exceed 3 - 7 persons
- ★ Keep the mission clear
- ★ Expand and collapse positions as events warrant
- ★ Common terminology
- ★ Job action sheets / other forms

The Incident Action Plan

Includes, but is not limited to:

- ↳ the objectives for the next operational period
- ↳ the work assignments for the next operational period
- ↳ the resources needed to accomplish tasks
- ↳ depiction of how all response personnel are to be organized
- ↳ radio and telephone communications for all incident personnel
- ↳ a medical plan to follow in case of a responder emergency
- ↳ Identification of resources at risk.

Incident Action Plans must have four elements:

- ★ **What** do we want to do?
- ★ **Who** is responsible for doing it?
- ★ **How** do we communicate with each other?
- ★ **What** is the procedure if someone is injured?

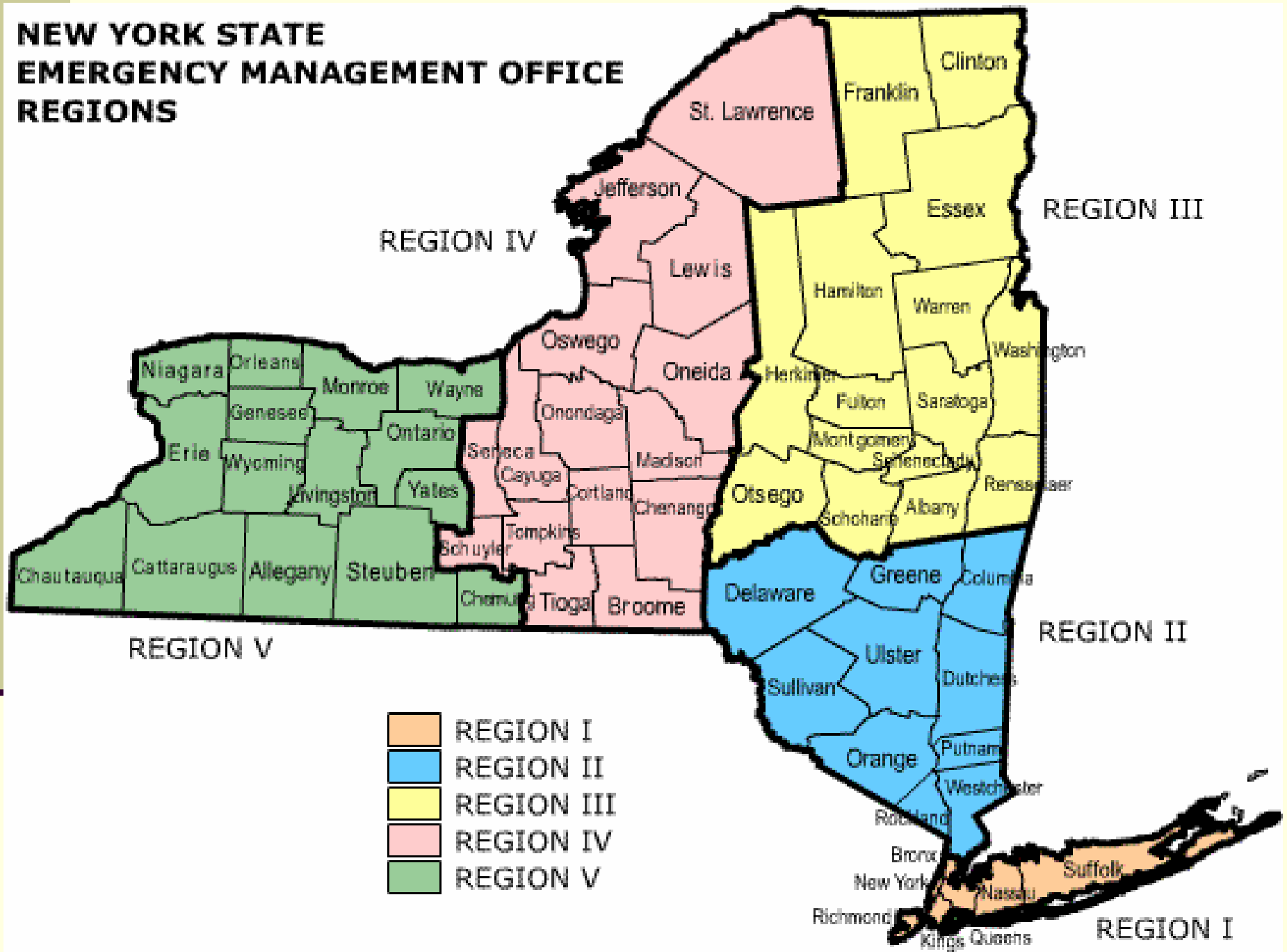
- ★ **When** is always for the next operational period after the plan is published.

ICS (Incident Command System) courses

- Can be found on the SEMO web site
- www.semo.state.ny.us
 - Click on Programs
 - Then on Training
 - Then on Catalog
 - 'Incident Command' System (ICS)



NEW YORK STATE EMERGENCY MANAGEMENT OFFICE REGIONS



- REGION I
- REGION II
- REGION III
- REGION IV
- REGION V