

ICS 100-400 and IS 700-800 Training Course Content

IS-100: Introduction to Incident Command System, ICS-100, Independent Study through EMI

Audience: Entry level first responders (including firefighters, police officers, emergency medical services providers, public works on-scene personnel, public health on-scene personnel and other emergency responders) and other emergency personnel that require an introduction to the basic components of the Incident Command System.

Course Objective: Orient the student to the Incident Command System (ICS).

Course Topical Areas and Specific Objectives:

Purpose of ICS

- Identify requirements to use ICS.
- Identify three purposes of ICS.
- Identify common incident tasks.

Basic Features of ICS

- Describe the basic features of ICS.

Incident Commander and Command Staff Functions

- Describe the role and function of the Incident Commander.
- Describe the role and function of the Command Staff.

General Staff Functions

- Describe the role and function of the Operations Section.
- Describe the role and function of the Planning Section.
- Describe the role and function of the Logistics Section.
- Describe the role and function of the Finance/Administration Section.

Facilities

- Describe the six basic ICS facilities.
- Identify facilities that may be located together.
- Identify facility map symbols.

Common Responsibilities

- Describe common mobilization responsibilities.
- Describe common responsibilities at an incident.
- List individual accountability responsibilities.
- Describe common demobilization responsibilities.

IS-200: ICS for Single Resources and Initial Action Incidents, ICS-200, Independent Study through EMI

Audience: First line supervisors, single resource leaders, lead dispatchers, field supervisors, company officers and entry level positions (trainees) on Incident Management Teams and other emergency personnel that require a higher level of Incident Command System training.

Course Objectives:

- Describe an Incident Command System (ICS) organization appropriate to the complexity of an incident or event.
- Use the ICS to manage an incident or event.

Course Topical Areas and Specific Objectives:

Leadership and Management

- Describe chain of command and formal communication relationships.
- Identify common leadership responsibilities.
- Describe span of control and modular development.
- Describe the use of position titles.

Delegation of Authority and Management by Objectives

- Describe scope of authority.
- Describe delegation of authority process.
- Describe and explain management by objectives.

Functional Areas and Positions

- Identify the ICS tools to manage an incident.
- Demonstrate the function of organizational positions within ICS.
- Demonstrate the use of an ICS 201 form.

Briefings

- Give an Operational Briefing.
- Describe components of field, staff and section briefings/meetings.

Organizational Flexibility

- Explain how the modular organization expands and contracts.
- Given a scenario, complete a complexity analysis.
- Define the five types of incidents.
- Describe the importance of preparedness plans and agreements.

Transfer of Command

- List the essential elements of information involved in transfer of command.
- Describe the process of a transfer of command.

IS – 700 - Introduction to the National Incident Management System (NIMS), *Independent Study through EMI*

Audience

Individuals with emergency management responsibilities including prevention, preparedness, response, recovery and mitigation.

Course Overview

This course introduces and overviews the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents.

Course Objectives

At the end of this course, students will be able to:

- Describe the intent of NIMS.
- Describe the key concepts and principles underlying NIMS.
- Describe the purpose of the NIMS Components including: Preparedness, Communications and Information Management, Resource Management, and Command and Management.
- Describe the purpose of the National Integration Center.

Note: This course provides a basic introduction to NIMS. It is not designed to replace Incident Command System and position-specific training.

IS – 800 – National Response Framework, An Introduction, *Independent Study through EMI*

Audience

This course is intended for government executives, private-sector and nongovernmental organization (NGO) leaders, and emergency management practitioners. This includes senior elected and appointed leaders, such as Federal department or agency heads, State Governors, mayors, tribal leaders, and city or county officials – those who have a responsibility to provide for effective response.

Course Overview

This course will introduce participants to the concepts and principles of the National Response Framework (NRF). The intended audience is government executives (such as senior elected and appointed leaders, Governors, mayors, tribal leaders, and county and municipal officials), private-sector, and non-governmental organization leaders, and emergency management practitioners.

Senior leaders, emergency management practitioners, disaster workers, and first responders who have previously completed IS-800 or IS-800.A are not required to complete IS-800.B as part of NIMS compliance activities; however, we strongly encourage everyone to do so.

Course Objectives

At the end of this course, you will be able to describe:

- The purpose of the National Response Framework.
- The response doctrine established by the National Response Framework.
- The roles and responsibilities of entities as specified in the National Response Framework.
- The actions that support national response.
- The response organizations used for multiagency coordination.
- How planning relates to national preparedness.

ICS-300 - Intermediate Incident Command System for Expanding Incidents, Classroom based instruction only

Audience: Middle management, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors and Multi-Agency Coordination System/Emergency Operations Center staff.

Course Objectives:

- Describe how the NIMS Command and Management component supports the management of expanding incidents.
- Describe the incident/event management process for expanding incidents and supervisors as prescribed by the Incident Command System.
- Implement the incident management process on a simulated Type 3 incident.
- Develop an Incident Action Plan for a simulated incident.

Course Topical Areas and Specific Objectives:

ICS Fundamentals Review

- Describe how ICS fits into the Command and Management Component of NIMS.
- Match responsibility statements to each ICS organizational element.
- Describe how incidents can best be managed by appropriate and early designation of primary staff members and delegating authority to the lowest practical level.
- List the minimum staffing requirements within each organizational element for at least two incidents of different sizes.
- List the ICS positions which may include deputies and describe deputy roles and responsibilities.
- Describe differences between deputies and assistants.
- Describe ICS reporting and working relationships for Technical Specialists and Agency Representatives.
- Describe reporting relationships and information flow within the organization.

Unified Command

- Define and identify the primary features of Unified Command.
- Describe how Unified Command functions on a multi-jurisdiction or multi-agency incident.
- List the advantages of Unified Command.
- Given a simulated situation, demonstrate roles and reporting relationships under a Unified Command which involves agencies from within the same jurisdiction and under multi-jurisdiction conditions.

Incident/Event Assessment and Agency Guidance in establishing Incident Objectives

- Describe methods and tools used to assess incident/event complexity.
- Describe types of agency(s) policies and guidelines that influence management of incident or event activities.
- Describe the five steps in transferring and assuming incident command.
- Describe the process for developing incident objectives, strategies and tactics.
- As part of an exercise, develop Incident Objectives for a simulated incident.

Incident Resources Management

- Identify and describe four basic principles of resource management.
- Identify the basic steps involved in managing incident resources.
- Recognize agency specific aviation policies and procedures as they relate to safety.
- Describe the importance of establishing proper span of control for aviation resources and facilities.
- Describe how the ICS 215 Operational Planning Worksheet is used to manage incident/event resources.
- Describe how the ICS 215A Incident Safety Analysis is used with the ICS 215 to mitigate hazards to tactical operations.

- Identify the organizational elements at the incident that can order resources.
- Describe the differences between single and multipoint resource ordering and the reasons for each.
- Identify 5 key considerations associated with resource management and the reasons for each.

Planning Process

- Identify the importance of planning for incidents/events.
- Explain the differences between planning for incidents or events.
- Discuss major planning steps including logistical concerns, cost benefit analysis, understanding the situation, developing and implementing the plan and evaluating the plan.
- Explain the criteria for determining when the IAP should be prepared in writing.
- Describe the role and use of ICS forms and supporting materials included in an IAP for effective incident/events management.
- Describe the strategy meeting, tactics meeting, planning meeting, operational briefing and team meetings.
- Given a scenario, describe appropriate strategies and tactics to meet Incident Objectives.
- Using the strategies and tactics from the scenario, conduct a tactics meeting and complete an ICS 215 Operational Planning Worksheet and ICS 215A Incident Safety Analysis.
- Participate in a planning meeting using the planning process, and develop a written IAP for an incident/event using the appropriate ICS forms and supporting materials.
- Using the IAP, conduct an operational period briefing.

Demobilization, Transfer of Command and Close Out

- Describe the importance of demobilization planning.
- Identify the impact of agency specific policies, procedures and agreements upon demobilization planning.
- Identify the ICS titles of personnel who have responsibilities in developing and implementing the demobilization plan and list their duties.
- List the major sections in a demobilization plan.
- Identify the need for transfer of command or close out.
- Identify the processes involved in a close out meeting.

ICS-400 - Advanced Incident Command System Command and General Staff Complex Incidents,
Classroom based instruction only

Audience: Command and general staff, agency administrators, department heads, emergency managers, areas commander and Multi-Agency Coordination System/Emergency Operations Center managers.

Course Objectives, Topical Areas and Specific Objectives:

ICS Fundamentals Review for Command and General Staff

- Describe how Unified Command functions on a multi-jurisdiction or multi-agency incident.
- Define the advantages of Unified Command and list the kinds of situations which may call for a Unified Command organization.
- List the major steps involved in the planning process.
- Describe issues that influence incident complexity and the tools available to analyze complexity.
- Describe types of agencies, policies, guidelines and agreements that influence management of incident or event activities.
- Describe the primary guidelines and responsibilities of the Command and General Staff positions.
- Describe the purposes and responsibilities of agency representatives or technical specialists, reporting relationships and how they can be effectively used within the incident organization.
- Describe the process for transfer of command.

Major and/or Complex Incident/Event Management

- List the principal factors found in or related to major and/or complex incidents/events.
- List the four expansion options for incident/event organization and describe the conditions under which they would be applied.
- Demonstrate, through an exercise, how to apply the various options related to major and/or complex incident/event management.

Area Command

- Define Area Command.
- List the principal advantages of using Area Command.
- Describe how, when and where Area Command would be established.
- Describe the Area Command organization.
- Identify six primary functional responsibilities of Area Command.
- Given a scenario, develop an Area Command organization.

Multi-Agency Coordination

- Describe the kinds of incident/event management problems that can occur due to a lack of Multi-Agency Coordination.
- Define essential terms related to Multi-Agency Coordination.
- Identify the major guidelines for establishing and using Multi-Agency Coordination Groups and Systems.
- Provide examples of the different levels at which Multi-Agency Coordination is commonly accomplished.
- Identify the primary components of a Multi-Agency Coordination System.
- Describe examples of entities that may provide Multi-Agency Coordination.
- List the responsibilities of Multi-Agency Coordination entities.
- Identify principal positions within a Multi-Agency Coordination System.
- Identify differences between Area Command, Unified Command and Multi-Agency Coordination entities.