

# POI - IS-0200.c Basic Incident Command System for Initial Response, ICS 200



**FEMA**

## Plan of Instruction

Date Released 3/2019

### IS-200.c Course Overview: Purpose, Objectives, etc.

<p><b>Purpose</b></p>	<p>IS200, Basic Incident Command System for Initial Response, reviews the Incident Command System (ICS), provides the context for ICS within initial response, and supports higher level ICS training. This course provides training on, and resources for, personnel who are likely to assume a supervisory position within ICS.</p>
<p><b>Who Should Attend</b></p>	<p>The intended audience(s) are response personnel at the supervisory level who are involved with emergency planning, response, or recovery efforts. This includes fire, law enforcement, and emergency medical personnel as well as a large variety of disciplines including the U.S. Food and Drug Administration (FDA), federal workers, health care workers, higher education, law enforcement, public works, and schools.</p>

<p><b>General ICS Instructor Guidelines</b></p>	<p>The National Integration Center (NIC) is responsible for “facilitating the development of national guidelines for incident management training and exercises at all jurisdictional levels, while individual agencies and organizations are responsible for establishing and certifying instructors.” This NIC provides guidelines for Incident Command System (ICS) instructors.</p> <p>While Authorities Having Jurisdiction (AHJs) are responsible for establishing and certifying instructors, the NIC urges those agencies and organizations to follow these guidelines.</p> <p>It is recommended that all NIMS ICS Core Instructors complete the E/L0449 Incident Command System (ICS) Curricula Train-The-Trainer (TTT) Course to better prepare them to deliver the curriculum.</p> <p>All NIMS ICS course deliveries require a minimum of two instructors.</p> <p><b>Instructor Levels</b></p> <p>The following are general definitions used to describe qualifications of instructors delivering NIMS ICS curriculum.</p> <ul style="list-style-type: none"> <li>• <b>Lead Instructors</b> must have sufficient experience in presenting all units of the course to be capable of last-minute substitution for unit instructors.</li> <li>• <b>Unit / Support Instructors</b> must be experienced in the lesson content they are presenting.</li> <li>• <b>Adjunct instructors</b> may provide limited instruction in specialized knowledge and skills at the discretion of the lead instructor. Adjunct instructors must be experienced, proficient, and knowledgeable of</li> </ul>
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	<p>current issues in their field of expertise.</p> <p><b>Instructor Training</b></p> <p>Instructors should hold certification as instructors from a recognized program of study such as State Fire Instructor (NFA 1041, Level II or above), or hold another recognized qualification in techniques of instruction and adult education methodologies. Certification is normally gained through recognition of training and qualification by an AHJ. Successful completion of formal adult education and/or instructor training to include any of the following or its equivalent can be used to qualify:</p> <ul style="list-style-type: none"> <li>• National Fire Academy’s (NFA) Educational Methodology course</li> <li>• National Wildfire Coordinating Group’s (NWCG) Facilitative Instructor (M-410) course</li> <li>• Center for Domestic Preparedness (CDP) Instructor Training Certification Course</li> <li>• Equivalents (i.e. FEMA E/L/0141, Instructional Presentation and Evaluation Skills, Total Army Instructor Training Course (TAITC); Small Group Instructor Training Course (SGITC); G265 Basic Instructional Skills course, etc.)</li> <li>• State Certified Level II or higher Fire, Rescue, and/or EMS Instructor (NFA 1041 Level II)</li> <li>• State Certified Teaching Certificate</li> <li>• Advanced degree in education, educational psychology, technical education, or a related program</li> </ul>
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<p><b>Instructor's Operational and Training Experience</b></p>	<p>Instructors must be experienced Emergency Management, First Responder or other related functional areas with expertise in the subject matter they are expected to instruct. Experience and prior learning may include:</p> <ul style="list-style-type: none"> <li>• Prior completion of the course they will be teaching</li> <li>• Recent, relevant and response focused service             <ul style="list-style-type: none"> <li>• Relevant – related to the course they will be instructing</li> <li>• Recent – preferably within the past five years</li> <li>• Response Focused – experience is during real-world incidents, planned events, or accredited exercises that required a written IAP and/or went more than one operational period</li> </ul> </li> <li>• Instructors should possess a thorough knowledge and understanding of the Incident Command System (ICS) to include:             <ul style="list-style-type: none"> <li>• ICS Command, General Staff, and Unit Leader functions</li> <li>• National Incident Management System (NIMS)</li> <li>• National Response Framework (NRF) concepts and principles</li> <li>• Local, State, Tribal and Federal interagency cooperation and coordination</li> <li>• Incident Management Team organization, roles and responsibilities</li> </ul> </li> </ul>
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<p><b>Course Objectives</b></p>	<p>The course objectives are to allow course participants to:</p> <ul style="list-style-type: none"> <li>• Describe the course objectives and summarize basic information about the Incident Command System (ICS) and National Incident Management System (NIMS).</li> <li>• Describe how the NIMS Management Characteristics relate to Incident Command and Unified Command.</li> <li>• Describe the delegation of authority process, implementing authorities, management by objectives, and preparedness plans and objectives.</li> <li>• Identify ICS organizational components, the Command Staff, the General Staff, and ICS tools.</li> <li>• Describe different types of briefings and meetings.</li> <li>• Explain flexibility within the standard ICS organizational structure.</li> <li>• Explain transfer of command briefings and procedures.</li> <li>• Use ICS to manage an incident or event.</li> </ul>
<p><b>Training Content</b></p>	<p>The training is comprised of the following units:</p> <ul style="list-style-type: none"> <li>• Unit 1: Course Overview</li> <li>• Unit 2: Incident Command and Unified Command</li> <li>• Unit 3: Delegation of Authority &amp; Management by Objectives</li> </ul>

	<ul style="list-style-type: none"> <li>• Unit 4: Functional Areas &amp; Positions</li> <li>• Unit 5: Incident Briefings and Meetings</li> <li>• Unit 6: Organizational Flexibility</li> <li>• Unit 7: Transfer of Command</li> <li>• Unit 8: Application Activity</li> <li>• Unit 9: Course Summary</li> </ul> <p>The below table presents the recommended training agenda.</p>
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**INSTRUCTOR-LED TIME PLAN**

<b>Day 1</b>	
Unit 1: Course Overview	1 hour 30 minutes
Unit 2: Incident Command and Unified Command	1 hour 40 minutes
Unit 3: Delegation of Authority & Management by Objectives	2 hours 10 minutes
Unit 4: Functional Areas & Positions	2 hours 30 minutes
<b>Day 2</b>	
Unit 5: Incident Briefings and Meetings	1 hour 30 minutes
Unit 6: Organizational Flexibility	1 hour 30 minutes
Unit 7: Transfer of Command	45 minutes
Unit 8: Application Activity	1 hour 15 minutes
Unit 9: Course Summary and Final Exam	1 hour 15 minutes

**INDEPENDENT STUDY TIME PLAN**

Unit 1: Course Overview	15 minutes
Unit 2: Incident Command and Unified Command	45 minutes
Unit 3: Delegation of Authority & Management by Objectives	30 minutes
Unit 4: Functional Areas & Positions	45 minutes
Unit 5: Incident Briefings and Meetings	15 minutes
Unit 6: Organizational Flexibility	35 minutes
Unit 7: Transfer of Command	10 minutes
Unit 8: Application Activity	40 minutes
Unit 9: Course Summary and Final Exam	5 minutes

**COURSE DEPLOYMENT**

The time allotment for the asynchronous online version of this course is four hours. It is designed to be delivered as part of the Emergency Management Institute’s Independent Study Program. The classroom-based Instructor-Led Training version of the course is two days in length.

**EVALUATION PLAN**

An online multiple-choice course exam shall be administered after the course completion. The exam measures and assesses the student’s learning of the course’s content. Exam items will be linked to the course objectives.

**REQUIRED PREREQUISITES**

IS-100.c An Introduction to the Incident Command System (ICS 100).

**COURSE DESIGN/METHODOLOGY**

Robert Gagne’s Nine Levels of Instruction served as a model for the development of this course. This course is designed for online delivery as Independent Study (IS) and also for delivery in the classroom as Instructor-Led Training (ILT). Information presentation, discussion, and multiple application activities have been designed to enable students to learn, practice, and demonstrate their knowledge. Both versions of Basic Incident Response System for Initial Response, ICS 200 have been designed to include:

- Content Presentation: Content to address the course objectives.
- Resources: Additional resource links to provide students with additional course related content for their examination.
- Expandable Content: Topics expand to include application to different disciplines for response partners.
- Knowledge Checks: Multiple choice and scenario questions are used throughout the course to allow students to get feedback on their retention and recall of the content.
- Videos: Videos provide overviews of select topic areas.

<p><b>ICS Training and NIMS</b></p>	<p>The National Incident Management System (NIMS) National Standard Curriculum: Training Development Guidance outlines the system’s ICS concepts and principles, management characteristics, organizations and operations, organizational element titles, and recommendations for a model curriculum. It also provides an evaluation checklist for content that may be used to make sure that the training meets the “as taught by DHS” standard. The guidance document is available for download from the NIMS homepage at <a href="https://www.fema.gov/national-incident-management-system">https://www.fema.gov/national-incident-management-system</a></p> <p>The model NIMS ICS curriculum organizes four levels of training: IS-100.c An Introduction to the Incident Command System, ICS 100; IS-200.c Basic Incident Command System for Initial Response, ICS 200; E/L/G 0300 Intermediate Incident</p>
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	<p>Command System for Expanding Incidents, ICS-300; and E/L/G 0400, Advanced Incident Command System for Complex Incidents. ICS training provided by the Emergency Management Institute (EMI), the National Fire Academy (NFA), the National Wildfire Coordinating Group (NWCG), the U.S. Department of Agriculture (USDA), the Environmental Protection Agency (EPA), and the U.S. Coast Guard (USCG) follows this model.</p> <p>According to the National Integration Center, emergency management and response personnel already ICS trained do not need retraining if their previous training is consistent with the DHS standard. This would include ICS courses managed, administered, or delivered by EMI, NFA, NWCG, USDA, EPA, or USCG. For more information about NIMS ICS, email the National Integration Center at FEMA-NIMS@dhs.gov, or call 202-646-3850.</p>
<p><b>Course Materials</b></p>	<p>Listed below are the materials that you will need in order to conduct this course:</p> <ul style="list-style-type: none"> <li>• <b><u>Instructor Guide:</u></b> Obtain one copy of the Instructor Guide for each trainer.</li> <li>• <b><u>Student Manual:</u></b> Secure one copy of the Student Manual for each person attending the session.</li> <li>• <b><u>PowerPoint Files:</u></b> The course visuals may be downloaded from the EMI website. <b>Transfer the course visuals to the hard drive of a computer.</b> The visuals will operate more effectively if they are accessed directly from the computer's hard drive.</li> <li>• <b><u>Course Evaluation Forms:</u></b> Make sure that you have one copy of the course evaluation form for each person</li> </ul>

	attending the training.
<b>Course Equipment</b>	<p>The following equipment is required for conducting this course:</p> <ul style="list-style-type: none"> <li>• <b><u>Computer and Projection Device:</u></b> Make arrangements to have a computer with a PowerPoint slide projector. Be sure to try out the projector in advance of the training, in case you need help getting it to work properly. Make sure all equipment is functioning properly. Test the PowerPoint projector and the lights. If you do not have equipment for projection, plan to refer participants to their Student Manuals. The visuals are reproduced in the Student Manual, but the training is more effective with the projection of the visuals. Arrange for technical assistance to be available during training in the event of equipment malfunction.</li> </ul>
<b>Copyright</b>	This course makes no use of copyrighted/proprietary material.

## IS-200.c Unit 1 Overview - Objectives, Scope, Methodology, etc.

### UNIT OBJECTIVES

This unit provides an overview of the Incident Command System (ICS) and the National Incident Management System (NIMS).

At the end of this unit, you should be able to:

- Describe the Incident Command System (ICS).
- Describe the National Incident Management System (NIMS).

### SCOPE

- Course Welcome

- Course Objectives
- Student Introductions and Expectations
- Instructor Expectations
- Course Structure
- Incident Command System (ICS)
- Why ICS?
- NIMS and Other Preparedness Efforts
- National Incident Management System (NIMS)
- Major Components of NIMS
- NIMS Management Characteristics - Video
- Activity 1.1: NIMS Management Characteristic Review
- Additional Resources
- Summary

**METHODOLOGY**

The lead instructor will welcome participants to the class, then the instructor team will introduce themselves. Using a visual, the instructor will review course objectives. Next, students will introduce themselves and identify their expectations. The instructors will share their expectations with the class.

This unit uses information presentation, a video, knowledge checks, and user interaction. This unit provides an overview of the course, reviews the Incident Command System (ICS), explains how ICS supports the National Incident Management System (NIMS), and reviews NIMS Management Characteristics.

For the flexible delivery version of the course, there is an activity. The purpose of Activity 1.1 is to see how much students remember from ICS-100 about NIMS Management Characteristics. This activity provides the students with a short time to identify all as many NIMS Management Characteristics as possible and then asks the teams to briefly explain them.

Knowledge checks are strategically embedded throughout the units in the online version so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
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Topic	Time
Course Overview	10 minutes
Incident Command System	20 minutes
National Incident Management System	25 minutes
Activity 1.1: NIMS Management Characteristics Review	35 minutes
<b>Total Time</b>	<b>1 hour 30 minutes</b>

Independent Study: 15 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 2 Overview - Objectives, Scope, Methodology, etc.**

**UNIT OBJECTIVES**

At the end of this lesson, you should be able to:

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

**SCOPE**

- Introduction

- Objectives
- Chain of Command and Unity of Command
- Unified Command
- Advantages of Unified Command
- Activity 2.1: Unified Command
- Integrated Communications
- Formal Communication
- Informal Communication
- Activity 2.2: Incident Communications
- Activity 2.3: Incident Leadership
- Common Leadership Responsibilities
- Leadership & Duty
- Commitment to Duty
- Leadership & Respect
- Leadership & Integrity
- Communication Responsibilities
- Briefing Elements
- Incident Management Assessment
- Common Terminology
- Manageable Span of Control
- What Influences Span of Control?
- Modular Organization
- Typical Organizational Structure
- Expanding Incidents
- ICS Management
- Position Titles
- Summary

## **METHODOLOGY**

This unit uses information presentation, user interaction, and knowledge checks.

This unit begins with a review of two NIMS Management Characteristics: chain of command and unity of command. Discussion questions focus on how to distinguish between “unity of command” and “Unified Command.”

Next, formal and informal communication within ICS is described.

The unit then transitions to leadership concepts in incident management. Visuals are used to present the common ICS leadership responsibilities and leadership values such as duty, respect, and integrity.

Next, the unit presents communication responsibilities and required briefing elements. Following a definition of incident management assessment, students identify the types of questions that they would ask to assess the effectiveness of incident management.

The next section covers the use of common terminology and the ICS organization. A series of questions is used to review the Command and General Staff positions and sections. Next the lesson emphasizes the importance of manageable span of control as an ICS leadership tool and notes that ICS modular organization concepts ensure that an optimal manageable span of control is maintained. The last topic covers the standard titles used for ICS supervisory positions.

For the flexible delivery version of the course, there are three activities included. The purpose of Activity 2.1 is for the students to practice recognizing potential incident management issues. They are given a scenario and asked to identify potential management issues. The purpose of Activity 2.2 is to allow students to practice identifying communication strategies to avoid problems during incident operations. Students are provided a scenario and will list strategies on chart paper and report out to the group. Activity 2.3 is designed to stimulate thought and discussion about desirable leadership qualities. Students must identify important leadership qualities and how they relate to incident response.

Knowledge checks are strategically embedded throughout the lessons in the online version of the course so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 2: Incident Command and Unified Command	50 minutes
Activity 2.1: Unified Command	15 minutes
Activity 2.2: Incident Communications	15 minutes
Activity 2.3: Incident Leadership	20 minutes
<b>Total Time</b>	<b>1 hour 40 minutes</b>

Independent Study: 45 minutes

**MATERIALS**

- PowerPoint visuals 2.1 – 2.40
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 3 Overview - Objectives, Scope, Methodology, etc.****UNIT OBJECTIVES**

The Delegation of Authority & Management by Objectives lesson introduces you to the delegation of authority process, implementing authorities, management by objectives, and preparedness plans and agreements.

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

- Describe the delegation of authority process.
- Describe scope of authority.
- Define management by objectives.
- Explain the importance of preparedness plans and agreements.

**SCOPE**

- Overview
- Objectives
- Delegation of Authority Process
- Scope of Authority
- Delegation of Authority
- Delegation of Authority: When Not Needed
- Delegation of Authority: When Needed
- Delegation of Authority: Elements
- Activity 3.1: Delegating Authority
- Implementing Authorities
- Management by Objectives
- Establishing and Implementing Objectives
- Initial Response: Conduct a Size-Up
- Overall Priorities

- Effective Incident Objectives
- Activity 3.2: Incident Objectives
- Objectives, Strategies, and Tactics
- Elements of an Incident Action Plan
- Planning P
- Preparedness Plans and Agreements
- Emergency Operations Plan (EOP)
- Mutual Aid Agreements and Compacts
- Mutual Aid and Assistance: All Levels
- Information Derived from Plans
- Summary

**METHODOLOGY**

The unit begins with a discussion of the delegation of authority process, including when it is and is not needed. The students will complete an activity (Activity 3.1) in which they identify ways to keep agency executives involved in a case study incident. Next, the unit discusses management by objectives. Steps for establishing and implementing objectives are presented. Next, the conducting a size up as part of the initial response is discussed, followed by setting priorities and developing an Incident Action Plan.

The unit concludes with a discussion of preparedness plans and agreements such as an Emergency Operations Plan, Mutual Aid Agreements and Assistance Agreements.

The flexible delivery version of the course also includes an activity (Activity 3.2) for students to practice developing incident objectives for a given scenario.

Knowledge checks are strategically embedded throughout the lesson in the online version of the course so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 3: Delegation of Authority & Management by Objectives	1 hour 35 minutes
Activity 3.1: Delegating Authority	15 minutes



Topic	Time
Activity 3.2: Adding Incident Objectives	20 minutes
<b>Total Time</b>	<b>2 hours, 10 minutes</b>

Independent Study: 45 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 4 Overview - Objectives, Scope, Methodology, etc.**

**UNIT OBJECTIVES**

The Functional Areas and Positions lesson introduces you to ICS organizational components, the Command Staff, the General Staff, and ICS tools.

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

- Describe the functions of organizational positions within the Incident Command System (ICS).
- Identify the ICS tools needed to manage an incident.
- Demonstrate the use of an ICS Form 201, Incident Briefing.

**SCOPE**

- Overview
- Objectives
- Incident Commander
- Deputy Incident Commander
- Command Staff

- Assistants
- Assisting Agency
- Cooperating Agency
- Agency Representative
- Expanding Incidents
- Operations Section
- Operations Section Chief
- Operations Section: Staging Areas
- Staging Areas: Chain of Command
- Divisions and Groups
- Branches
- Activity 4.1: The Expanding Incident
- Air Operations Branch
- Planning Section
- Planning Section Key Personnel
- Planning Section Units
- Logistics Section
- Logistics Section: Service Branch
- Logistics Section: Support Branch
- Finance/Administration Section
- Finance/Administration Units
- Intelligence/Investigations Function in ICS
- ICS Tools
- ICS Forms
- ICS Form 201, Incident Briefing
- Activity 4.2: Using Form 201
- Other Commonly Used Forms
- Emerald City Case Study
- Summary

## **METHODOLOGY**

This unit uses information presentation, user interaction, and knowledge checks.

This unit begins with a review of the ICS organizational function and positions including the Command and General Staffs. Next, the ICS tools used in managing incidents including ICS forms, positions descriptions, Emergency Operations Plans, agency policies and procedures, and maps.

For the flexible delivery version of the course, this unit includes two activities. The first activity (Activity 4.1) provides the students a scenario and asks them to determine identify the supervisory structures, using appropriate position titles, that they

would use to ensure a proper span of control for the resources currently on the scene. The unit concludes with an activity (Activity 4.2) in which the students complete an Incident Briefing Form (ICS Form 201) for a scenario-based incident.

Knowledge checks are strategically embedded throughout the online version of the unit so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 4: Functional Areas and Positions	1 hour
Activity 4.1: The Expanding Incident	30 minutes
Activity 4.2: Using Form 201	1 hour
<b>Total Time</b>	<b>2 hours, 30 minutes</b>

Independent Study: 45 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 5 Overview - Objectives, Scope, Methodology, etc.**

**UNIT OBJECTIVES**

The Incident Briefings and Meetings lesson introduces you to different types of briefings and meetings.

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

- Describe components of field, staff, and section briefings/meetings.
- Prepare to give an operational period briefing.

## **SCOPE**

- Overview
- Objectives
- Incident Briefings and Meetings - Planning P
- Effective Meetings and Briefings
- Levels of Briefings
- Activity 5.1: Briefing Information
- Briefing Topics Checklist
- Operational Period Briefing
- Operational Period Briefing: Agenda
- Activity 5.2: Operational Period Briefing
- Summary

## **METHODOLOGY**

This unit uses information presentation, user interaction, and knowledge checks.

The unit begins by reviewing the types of briefings, and provides a Briefing Topics Checklist to identify the types of information included in common types of briefings. An activity (Activity 5.1) is included in the flexible delivery version of the course that allows students practice at determining the appropriate details required when preparing for an incident briefing and identifying information pertinent to the audience to be covered in the briefing.

Next, the purpose and agenda for the operational period briefing is discussed.

The unit concludes with an activity (Activity 5.2) in which students develop and Operational Period Briefing for a given scenario incident.

Knowledge checks are strategically embedded throughout the unit in the online version of the course so students may assess their level of retained and recalled learning of the instructional content.

## **TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 5: Incident Briefings and Meetings	20 minutes
Activity 5.1: Briefing Information	15 minutes
Activity 5.2: Operational Period Briefing	55 minutes
<b>Total Time</b>	<b>1 hour 30 minutes</b>

Independent Study: 15 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 6 Overview - Objectives, Scope, Methodology, etc.**

**UNIT OBJECTIVES**

The Organizational Flexibility lesson introduces you to flexibility within the standard ICS organizational structure.

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

- Explain how the modular organization expands and contracts.
- Identify factors to consider when analyzing the complexity of an incident.
- Define the five types of incidents.

**SCOPE**

- Overview
- Objectives
- Flexibility and Standardization
- Modular Organization

- ICS Expansion and Contraction
- Activation of Organizational Elements
- Avoid Combining Positions
- Resource Management
- Anticipating Incident Resource Needs
- Predicting Incident Workload
- Analyzing Incident Complexity
- Activity 6.1: Complexity Analysis Factors
- Incident Complexity and Resource Needs
- Resource Typing
- Importance of Resource Typing
- Resource Typing and NIMS
- Additional Resource Terminology
- Incident Typing
- Activity 6.2: Incident Types
- Incident Management Teams (IMTs)
- Summary

## **METHODOLOGY**

This unit uses information presentation, user interaction, and knowledge checks.

The unit begins with a clarification that standardization of the ICS organizational chart and associated terms does not limit the flexibility of the system. Next, the unit reviews the NIMS Management Characteristic of modular organization in an expanding incident. The unit explains that incident complexity determines the types of incident objectives and resource requirements. Next, students identify critical factors they would use to determine the complexity of a selected incident. The purpose of Activity 6.1 is to give students the opportunity to practice identifying the indicators that are considered when analyzing and determining the complexity of an incident.

The next sections of the unit present tools for analyzing the complexity of an incident. After considering the factors affecting incident complexity, the unit introduces the concept of resource kinds and types. The final section of the unit covers the incident complexity types. Activity 6.2 at the end of the unit gives students the opportunity to type a series of incidents.

Knowledge checks are strategically embedded throughout the unit so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 6: Organizational Flexibility	55 minutes
Activity 6.1: Complexity Analysis	20 minutes
Activity 6.2: Incident Types	15 minutes
<b>Total Time</b>	<b>1 hour 30 minutes</b>

Independent Study: 35 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-0200 Unit 7 Overview - Objectives, Scope, Methodology, etc.**

**UNIT OBJECTIVES**

The Transfer of Command lesson introduces you to transfer of command briefings and procedures.

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

- Describe the process of transfer of command.
- List the briefing elements involved in transfer of command.

**SCOPE**

- Overview

- Objectives
- Transfer of Command
- When Command is Transferred
- A More Qualified Person Arrives
- Transfer of Command Procedures
- Transfer of Command Briefing Elements
- Incident Briefing Form (ICS Form 201)
- Activity 7.1: Emerald City Incident Transfer of Command
- Summary

**METHODOLOGY**

This unit uses information presentation, user interaction, and knowledge checks.

This unit introduces transfer of command by covering when and why command is transferred. After a discussion question, the unit covers transfer of command briefing elements and forms. The final activity (Activity 7.1) allows the students to apply what they have learned in this unit by identifying items that should be included in a specific scenario-based transfer of command briefing.

Knowledge checks are strategically embedded throughout the unit so students may assess their level of retained and recalled learning of the instructional content.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 7: Transfer of Command	30 minutes
Activity 7.1:	10 minutes
<b>Total Time</b>	<b>45 minutes</b>

Independent Study: 45 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual



**REFERENCE**

National Incident Management System (NIMS) Doctrine.

**IS-200.c Unit 8 Overview - Objectives, Scope, Methodology, etc.****UNIT OBJECTIVES**

At the end of this lesson, you should be able to apply key concepts in a scenario based-activity:

- NIMS Management Characteristics
- Incident Command and Unified Command
- Initial Size-up
- Developing Incident Objectives
- Determining Resource Requirements
- Determining Appropriate ICS Structure for an Incident
- Transfer of Command

**SCOPE**

- Overview
- Objectives
- Location Description
- Role Description
- Scenario Part 1: Liberty County Fairgrounds
- Scenario Part 1: Liberty County Fair and Rodeo
- Scenario Part 1: Tanker Truck Crash
- Establish Command
- Initial Response Actions
- Size Up the Nature and Magnitude
- Size Up the Nature and Magnitude - Incident Typing
- Hazards and Safety Concerns
- Determine Initial Priorities and Immediate Resource Requirements
- Determine Incident Locations
- Establish an ICS Structure
- Staff Selection
- Scenario Part 2
- Transfer of Command
- Summary

**METHODOLOGY**

This unit uses a threaded scenario, user interaction, and embedded knowledge reviews.

Using a threaded scenario, which builds in scope and complexity, this unit provides practice in using ICS to manage initial incident response. Through a series of information presentation and decision-making questions, the students consider the process of establishing command, initial response actions, determining the nature and magnitude of an incident, hazards and safety concerns, priorities, and immediate resource requirements. Students provide input on establishing an ICS structure, staff selection, and finally, transfer of command.

Scenario-based knowledge reviews are embedded within the activity.

**TIME PLAN**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time
Unit 8: Application Activity	1 hour, 15 minutes
<b>Total Time</b>	<b>1 hour, 15 minutes</b>

Independent Study: 40 minutes

**MATERIALS**

- PowerPoint visuals
- Student Manual

**REFERENCE**

National Incident Management System (NIMS) Doctrine.

# IS-0200 Unit 9 Overview - Objectives, Scope, Methodology, etc

## UNIT OBJECTIVES

The course specifically discussed:

- Incident Command and Unified Command
- Delegation of Authority & Management by Objectives
- Functional Areas & Positions
- Incident Briefings and Meetings
- Organizational Flexibility
- Transfer of Command
- Application of ICS for Initial Response

At the end of this lesson, you should be able to:

- Summarize concepts from the course.
- Complete the Final Exam for the course.

## SCOPE

- Course Summary
- Final Exam

## METHODOLOGY

This unit summarizes the key learning points of the course.

The instructor will review key points from: Incident Command and Unified Command, Delegation of Authority and Management by Objectives, Functional Areas and Positions, Incident Briefings and Meetings, Organizational Flexibility, Transfer of Command, Application of ICS for Initial Response.

Then, the instructor will administer the final exam.

Finally, students will complete a course evaluation form to give their feedback.

## TIME PLAN

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

Topic	Time

Topic	Time
Unit 9: Course Summary	15 minutes
Final Exam	1 hour
<b>Total Time</b>	<b>1 hour 15 minutes</b>

Independent Study: 5 minutes

### **MATERIALS**

- PowerPoint visuals
- Student Manual
- Final Exam

### **REFERENCE**

National Incident Management System (NIMS) Doctrine.