

Incident Command System (ICS) Courses

I-100 Orientation to ICS (4-hours)

Please visit our website at www.emergexplanning.com/ICScourses.htm for information concerning I-100, including a free download of the ICS 100 manual and exam.

I-200 Basic ICS (2-days)

Module 2 - Principles and Features of ICS

Module 2 describes the principal features which constitute the Incident Command System. Collectively, these features identify the unique quality of the ICS as an incident or event management system.

- Five primary functions
- Management by Objectives
- Unity and Chain of Command
- Transfer of command
- Organizational flexibility
- Unified Command
- Span of control
- Common terminology
- Personnel accountability
- Integrated communications
- Resources management
- The Incident Action Plan

Module 3 - Organizational Overview

Module 3 provides an introduction to the following subjects:

- Terminology
- Organizational Structure
- How the organization initially develops at an incident
- How the organization expands and/or contracts
- Transfer of command

An exercise related to organization development is included.

Module 4 - Incident Facilities

Module 4 describes the principal facilities used in conjunction with ICS, and discusses their roles at an incident. Six facilities at an incident are discussed:

- Command Post
- Staging Areas
- Base
- Camps
- Helibase
- Helispots

Module 5 - Incident Resources

This module presents the concepts of resource management in ICS, such as:

- Type of resources
- Resource status tracking and changing

A short exercise is included with this module.

Module 6 - Common Responsibilities Associated with ICS Assignments

Front line workers to Incident Commanders all have common responsibilities within ICS. This module covers items such as pre-incident preparation, check-in, major personal responsibilities during an incident and demobilization.

I-300 Intermediate ICS (3-days)

Module 7 - Organization and Staffing

Module 7 provides a comprehensive description of the responsibilities of the organizational elements within each section of the ICS. Describes the general duties of each organizational element, terminology, staffing considerations, and reporting relationships. An exercise in organization development is included.

Module 8 - Organizing for Incidents or Events

Module 8 describes ways in which incidents and events are organized to ensure achievement of incident objectives. It discusses the steps in organizational development that should take place on the incident or at the event. The incident briefing is covered, as well as the forms used to support incident operations. The concept of Unified Command is also addressed in this module. Two exercises involving development of the incident organization are included. One of the exercises is for an incident, the other for a planned event.

Module 9 - Incident Resources Management

Module 9 discusses the resource management process at an incident. It describes the stages of resource management, responsibilities related to resource ordering, and the use of the Operational Planning Worksheet. The importance of staging areas in the management of resources is described. The module also discusses demobilization of resources and considerations related to cost-effective resource management. An exercise in resource management is included.

Module 10 - Air Operations

Module 10 describes the role of the Air Operations Branch and how to set up an effective aviation organization to support incidents. An exercise in developing an Air Operations organization is included.

Module 11 - Incident and Event Planning

Module 11 describes the planning process; the development of incident objectives, strategies and tactics; the use of operational periods; and the planning meeting. It describes the major steps and the personnel involved in the planning process. It includes support plans that may be required for some incidents, e.g., communications, medical, and traffic, and it covers the planning for incident or event demobilization. Forms used in preparing the Incident Action Plan are described. An exercise in developing an Incident Action Plan is included.

I-400 Advanced ICS (3-to-5 days, depending on client)

Module 12 - Command and General Staff

Module 12 describes each Command and General Staff position in terms of principal responsibilities and importance to the organization. Guidelines for activation of the Command and General Staff positions and the role of deputies and assistants are discussed. Relationships and duties are covered for each Command Staff member and for Agency Representatives. An exercise in developing a Command and General Staff is included.

Module 13 - Unified Command

Module 13 describes the purposes and advantages of multijurisdiction and/or multi-agency Unified Command, and how Unified Command can be applied to incident situations. It describes the Unified Command organization, how Unified Command is

established, and the roles of its major elements. The module discusses a number of factors to be considered in implementing Unified Command. An exercise in developing a Unified Command is included.

Module 14 - Major Incident Management

Module 14 describes how major or complex incidents and events can create special problems related to incident organization. It discusses how anticipating these potential problems can result in increased organizing options for the incident that will lead to more effective management. The module describes several models on how to divide major, single incidents for more effective management. Two exercises involving major incident management are included.

Module 15 - Area Command

Module 15 describes why, when, where, and how Area Command is established, and the organization, facilities and communications required. It covers the organizational relationships between Area Command and incidents, and between Area Command and jurisdictional authorities. The demobilization process under an Area Command organization is described. A small-group exercise in developing an Area Command organization and identification of priorities and issues related to a simulated scenario is included.

I-401 Multi-agency Coordination (1-day)

Module 16 - Multi-agency Coordination

Module 16 describes the major elements associated with developing and implementing an effective Multi-agency Coordination System compatible with the Incident Command System. The module describes essential differences between Area Command, Multi-agency Coordination Systems (MACS), and jurisdictional Emergency Operations Centers (EOC). An exercise involving the design of an interagency MACS is included.

I-402 ICS for Executives (4-hours)

Module 17 - ICS for Executives

Module 17 is an ICS orientation for executives, administrators, and policy makers. It provides a basic understanding of ICS, Unified and Area command, and multi-agency coordination to those persons responsible for setting or implementing policy, but who normally are not a part of the on-scene ICS organization. The module also discusses responsibilities and information transfer between Agency Executives and Incident Commanders. An Executive Briefing is also included for use when time does not permit the use of the instructional module.



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