



OREGON OFFICE OF EMERGENCY MANAGEMENT

Oregon Emergency Management NIMS/ICS Training Protocol

Purpose

The purpose of this protocol is to further solidify NIMS ICS Training guidance as provided in “Oregon Emergency Management—National Incident Management System—Who Takes What?” found on the Oregon Emergency Management (OEM) Web site at:

http://www.oregon.gov/OMD/OEM/plans_train/docs/nims/nims_who_takes_what.pdf

Scope

This protocol is intended to provide clear guidance on the scheduling of command level ICS training, specifically ICS 300 and ICS 400 training that is coordinated through OEM and delivered by the Department of Homeland Security’s National Training and Education Division’s partner institutions.

Laws and Authorities

- ORS 401
- FEMA—National Incident Management System
- National Training and Education Division—SAA/TPOC Coordination

Protocol

Beginning July 1, 2015, Oregon Emergency Management will only accept training requests for ICS 300 and ICS 400 courses for audiences that have completed all prerequisites, and represent command and general staff level personnel that would be expected to work in an EOC, DOC, MAC Group, or ICP during a Type 1, Type 2, or Type 3 incident (Incident Types—Appendix A). Additionally, requests for ICS 400 courses will only be considered when the audience has completed ICS 300 *and* has demonstrated competencies in actual events, multi-agency exercises, and/or planned events (Training Prerequisites—Appendix B). Training managers are encouraged to maintain task books for personnel within the NIMS/ICS training program to ensure they are meeting educational and experience requirements.

Jurisdictions requesting MGT-904 (ICS 300 equivalent) and MGT-905 (ICS 400 equivalent) courses through OEM and provided by Texas A&M Engineering Extension Service (TEEX), or utilizing Homeland Security Grant Program funds to provide training, will need to submit a roster of course attendees by name; agency; EOC, DOC, MAC Group, or ICP position; and

prerequisites completed along with the training request. All personnel on the submitted roster must meet all prerequisite and experience requirements, and at least 50% must be expected to work in an EOC, DOC, MAC Group, or ICP during a Type 1, Type 2, or Type 3 event. The training request and roster of those needing the training will be submitted to james.adams@state.or.us.

Oregon Emergency Management recognizes that most jurisdictions only have a small number of personnel that meet the above requirement, making it impossible to meet the minimum seat numbers to host a class through the National Training and Education Division training providers. Therefore, Oregon Emergency Management will track requests for ICS 300 and ICS 400 training by jurisdiction and personnel meeting the requirement for training, and schedule regional deliveries of ICS 300 and 400 training as needed.

Incident Types—Appendix A

Type 1 Incident

- This type of incident is the most complex, requiring national resources for safe and effective management and operation.
- All command and general staff positions are filled.
- Operations personnel often exceed 500 per operational period and total personnel will usually exceed 1,000.
- Branches need to be established.
- A written incident action plan (IAP) is required for each operational period.
- The agency administrator will have briefings, and ensure that the complexity analysis and delegation of authority are updated.
- Use of resource advisors at the incident base is recommended.
- There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions.

Type 2 Incident

- This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods. A Type 2 incident may require the response of resources out of area, including regional and/or national resources, to effectively manage the operations, command, and general staffing.
- Most or all of the command and general staff positions are filled.
- A written IAP is required for each operational period.
- Many of the functional units are needed and staffed.
- Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only).
- The agency administrator is responsible for the incident complexity analysis, agency administration Briefings, and the written delegation of authority.

Type 3 Incident

- When incident needs exceed capabilities, the appropriate ICS positions should be added to match the complexity of the incident.
- Some or all of the command and general staff positions may be activated, as well as division/group supervisor and/or unit leader level positions.
- A Type 3 IMT or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 2 IMT.
- The incident may extend into multiple operational periods.
- A written IAP may be required for each operational period.

Type 4 Incident

- Command staff and general staff functions are activated only if needed.
 - Several resources are required to mitigate the incident, including a task force or strike team.
 - The incident is usually limited to one operational period in the control phase.
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- The agency administrator may have briefings, and ensure the complexity analysis and delegation of authority is updated.
- No written IAP is required but a documented operational briefing will be completed for all incoming resources.
- The role of the agency administrator includes operational plans including objectives and priorities.

Type 5 Incident

- The incident can be handled with one or two single resources with up to six personnel.
- Command and general staff positions (other than the incident commander) are not activated.
- No written IAP is required.
- The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on scene.
Examples include a vehicle fire, an injured person, or a police traffic stop.

Training Prerequisites—Appendix B

ICS-100 Introduction to the Incident Command System

- No prerequisites
- Audience: The target audience includes persons involved with emergency planning and response or recovery efforts. FEMA recommends that ICS-100 participants use their skills in an operational environment before enrolling in ICS-200. This will provide necessary context and understanding of the skills they will develop when they take ICS-200.
- Eight on-line versions at <http://training.fema.gov/IS/NIMS.aspx>

ICS-200 ICS for Single Resources and Initial Action Incidents

- Prerequisites: ICS-100
- Audience: ICS-200 provides training and resources for personnel who are likely to assume a supervisory position within the ICS. The target audience is response personnel at the supervisory level. FEMA recommends that ICS-200 participants have experience using concepts and principles from ICS-100 in a response or exercise before enrolling.
- Two on-line versions at: <http://training/fema/gov/IS/NIMS.aspx>

ICS-300 Intermediate ICS for Expanding Incidents

- Prerequisites: ICS-100 and ICS-200, IS-700, IS-800
- Audience: This course is intended for individuals who may assume a supervisory role in expanding incidents or Type 3 incidents. FEMA recommends that ICS-300 participants have experience using concepts and principles from ICS 100 and 200 in a response or exercise before enrolling. FEMA further recommends that ICS-300 participants use their skills in an operational environment before taking ICS-400. This will provide necessary context and understanding of the skills they will develop when they take ICS-400.

ICS-400 Advanced ICS

- Prerequisites: ICS-100, ICS-200, ICS-300, IS-700 and IS-800
- Audience: The target audience for this course is senior personnel who are expected to perform in a management capacity in an ICP, area command, or multiagency coordination entity. FEMA recommends that ICS-400 participants have experience using concepts and principles from ICS 100, 200, and 300, and use their skills in an operational environment before taking ICS-400.

