



**State of Oregon Office of Emergency Management
National Incident Management System (NIMS)
Bulletin # 01**

September 13, 2013

Subject: NIMSCAST Update and Reporting Expectations

Grantees receiving funding under the FY 2013 HSGP and EMPG program must ensure and maintain the adoption and implementation of NIMS as a condition of grant funding. Oregon's support for these activities can be found at http://www.oregon.gov/OMD/OEM/Pages/plans_train/NIMS.aspx.

Status of NIMSCAST: On Friday August 23, 2013 States were informed by FEMA that NIMSCAST will not be brought back online. This online tool has been discontinued and a new reporting tool with a subset of questions has been provided to the States to use for NIMS compliance.

State Reporting Requirements: As identified in Information Bulletin #391 (See attached) from the Department of Homeland Security Oregon must submit the THIRA/SPR/NIMS Reporting Tool by December 31, 2013 to be eligible for the FY2014 grant programs.

Local Reporting Requirements: Due to the loss of NIMSCAST **Locals will not be required to report by September 30, 2013.** NIMSCAST was the system used to track implementation of NIMS but NIMS implementation should be proceeding without NIMSCAST. OEM will announce this year's requirements for locals shortly.

Future NIMS implementation efforts will be announced using additional bulletins. All bulletins will be saved to the OEM webpage listed above.

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FEMA

**Information Bulletin
No. 391
August 23, 2013**

MEMORANDUM FOR: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Urban Areas Security Initiative Points of Contact
All State Homeland Security Directors
All State Emergency Management Agency Directors
All Tribal Nation Points of Contact

FROM: Timothy W. Manning
Deputy Administrator
Protection and National Preparedness

SUBJECT: 2013 Threat and Hazard Identification and Risk
Assessment, State Preparedness Report, and National
Incident Management System Reporting Requirements

As enumerated in the FY 2013 funding opportunity announcements and application kits, each Grantee receiving funding assistance from the Homeland Security Grant Program (HSGP), Tribal Homeland Security Grant Program (THSGP), and Emergency Management Performance Grants (EMPG) must conduct a Threat and Hazard Identification and Risk Assessment (THIRA) in alignment with *Comprehensive Preparedness Guide (CPG) 201: Threat and Hazard Identification and Risk Assessment, Second Edition*. The purpose of this Information Bulletin is to:

- A. Issue information on the *CPG 201, Second Edition*;
- B. Describe the scope of the 2013 THIRA, State Preparedness Report (SPR), and National Incident Management System (NIMS) reporting requirements;
- C. Provide instructions for 2013 THIRA, SPR, and NIMS reporting; and
- D. Outline available technical assistance and support.

A. *Comprehensive Preparedness Guide 201, Second Edition: Threat and Hazard Identification and Risk Assessment*

Implementing the National Preparedness System and a whole community approach to homeland security and emergency management is a priority for the FY 2013 HSGP, THSGP, and EMPG programs. A key objective to achieving this priority is the completion of a THIRA process to identify the resources required to deliver core capabilities. In support of this effort, the Federal Emergency Management Agency (FEMA) has released

CPG 201, Second Edition. Reflecting changes received through stakeholder feedback, the *CPG 201, Second Edition*:

- Has a streamlined four-step process to completing a THIRA;
- Includes more examples outlining how to complete the steps for a THIRA;
- Expands the final step of the THIRA process—*Applying the Results*—to include an estimation of resources needed to meet the capability targets; and
- Highlights key changes from the first edition of *CPG 201*.

CPG 201, Second Edition retains all of the steps of the THIRA process outlined in the first edition of the guidance. The THIRA process still results in a list of threats and hazards of concern to the community, context descriptions for threats and hazards, and capability target statements comprised of impacts and desired outcomes.

The most significant change in *CPG 201, Second Edition* is the expansion of the final step of the THIRA process: *Applying the Results*. *CPG 201, Second Edition* describes a capability estimation process by which communities can express the resource requirements needed to successfully manage their threats and hazards. For each core capability, communities estimate the resources required to achieve the capability targets through the use of community assets and mutual aid, while also considering preparedness activities, including mitigation opportunities.

CPG 201, Second Edition is attached for your convenience and is available for download at www.fema.gov/nationalpreparedness.

B. Describe THIRA, SPR, and NIMS Reporting Requirements

2013 THIRA Requirement

The following entities are required to complete a THIRA in alignment with *CPG 201, Second Edition*:

- All 56 State Administrative Agencies (SAAs) receiving funding under the FY 2013 HSGP and EMPG programs;
- All 25 Urban Areas receiving funding under the FY 2013 Urban Areas Security Initiative (UASI) Grant Program; and
- All tribal nations that are recipients of FY 2013 THSGP funding.

For 2013 only, the above entities will submit a capability estimation process for a subset of core capabilities by December 31, 2013. The core capabilities that must have a resource requirement list to meet identified capability targets as described in *CPG 201, Second Edition* are:

- Response: Critical Transportation; Environmental Response/Health and Safety; Fatality Management Services; Infrastructure Systems; Mass Care Services; Mass Search and Rescue Operations; On-Scene Security and Protection; Operational Communications; Public and Private Services and Resources; Public Health and Medical Services; Situational Assessment
- Recovery: Health and Social Services; Housing

2013 SPR Requirement

The following entities are required to complete a SPR using the capability targets identified in their FY 2013 THIRA:

- All 56 SAAs receiving funding under the FY 2013 HSGP and EMPG program

Section 652(c) of the Post-Katrina Emergency Management Reform Act of 2006 (Public Law 109-295), 6 U.S.C. §752(c), requires any State that receives Federal preparedness assistance to submit an SPR (OMB Control Number: 1660-0131) to FEMA. For 2013, the above entities will submit a SPR by December 31, 2013. States must ensure the SPRs reflect the capability targets identified through the THIRA process as well as activities and input from the full scope of emergency management agency partners, such as the public health department, the health care sector, and public safety agencies.

2013 NIMS Implementation Reporting Requirement

Grantees receiving funding under the FY 2013 HSGP and EMPG program must ensure and maintain the adoption and implementation of NIMS. The following entities are required to complete a NIMS Implementation Report:

- All 56 SAAs receiving funding under the FY 2013 HSGP and EMPG programs

C. Instructions for Submitting FY 2013 THIRA/SPR/NIMS Reporting

In FY 2013, all Grantees completing a THIRA, NIMS Implementation Report and/or SPR (as required) will submit their information to their respective FEMA Regional Federal Preparedness Coordinator using the FY 2013 Unified THIRA/SPR/NIMS Reporting Tool by December 31, 2013 and copying FEMA-SPR@fema.dhs.gov. The FY 2013 Unified THIRA/SPR/NIMS Reporting Tool follows the step-by-step THIRA process outlined in *CPG 201, Second Edition* and will provide formatting consistency between THIRAs at all levels. The tool links the THIRA and SPR processes, while also providing the option to complete just a THIRA. In addition, the FY 2013 Unified THIRA/SPR/NIMS Reporting Tool includes questions related to NIMS adoption and implementation, and is consistent with questions asked through the previous NIMS Compliance Assessment Support Tool (NIMSCAST). Tribal Nations may submit their NIMS adoption and implementation information to either their State counterpart or the FEMA Regional NIMS Coordinator by December 31, 2013.

The FY 2013 Unified THIRA/SPR/NIMS Reporting Tool is available to Grantees from their FEMA Regional Federal Preparedness Coordinator or FEMA Regional NIMS Coordinator.

D. Technical Assistance and Support

To assist Grantees in updating and/or developing a THIRA in alignment with *CPG 201, Second Edition*, FEMA's National Integration Center (NIC), in coordination with the National Preparedness Assessment Division (NPAD), is providing regional technical assistance. The technical assistance will include practical exercises on completing the steps of the THIRA process, inputting the results into the FY 2013 Unified THIRA/SPR Reporting Tool, and using information from the THIRA process to support the capability assessment process reported in the SPR.

In addition to the regional-level technical assistance, additional technical assistance and support is available to all Grantees by request. All requests for TA should use the TA Request Form located at <http://www.fema.gov/national-incident-management-system/fema-technical-assistance-division>. All requests for TA should be submitted to FEMA-TARequest@fema.dhs.gov. Urban Areas should copy their SAA on the request to ensure the coordination of TA deliveries.

Technical questions on the THIRA or SPR process may be directed to your FEMA Regional Federal Preparedness Coordinator. Questions regarding NIMS adoption and implementation reporting may be directed to your FEMA Regional NIMS Coordinator. Lastly, questions regarding awards or requirements of the grant programs may be directed to your assigned FEMA Program Analyst or the Centralized Scheduling and Information Desk at askcsid@fema.dhs.gov or 1-800-368-6498.

Attachment:

Comprehensive Preparedness Guide 201: Threat and Hazard Identification and Risk Assessment Second Edition