

EARLY ALERT

ALL HAZARD TRAINING

Course Catalog

- All-hazard consulting and technical services training
- National Incident Management System (NIMS)
- Incident Command System (ICS)
- Law Enforcement Incident Command (LEICS)
- Mass Casualty Incident Management
- Government Continuity of Operations (GCOOP)
- Business Continuity of Operations (BCOOP)
- Law Enforcement ICS (LEICS)
- Hospital Emergency ICS (HEICS)
- Educational and Health Care Safety and Crisis training
- Homeland Security & Terrorism Preparedness
- Emergency Response Strategies & Tactics
- EOC/ICS Interface
- Special Operations
- Search & Rescue
- Hands-On Tabletop Training & Full-Scale Exercises

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All Hazard Training Catalog

All AHT instructors meet or exceed the requirements as defined by the Department of Homeland Security/NIMS Integration Center.

- Instructors have successfully completed ICS-100 through ICS-400, IS-700 (National Incident Management System) and IS-800 (The National Response Plan).
 - Instructors have extensive experience in lesson content and presenting all courses.
 - Lead instructors have served as an Incident Commander, or on Command or General staff in an incident that went beyond one operational period and have developed and written numerous incident action plans.
 - Instructors have worked in an incident that included multi-agency coordination.
 - Unit instructor served as Incident Commander, or on Command or General staff in 50 or more incidents.
 - All of our courses and training meet or exceed nationally recognized industry standards and standards established by the NIMS integration center for courses as taught by the Department of Homeland Security (DHS).
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INCIDENT MANAGEMENT SERIES:

AHT Ref

- ◆ **IMS-100** IS 100: Introduction to Incident Command System, ICS-100
- ◆ **IMS-101** IS-100HC: Introduction to the Incident Command System for Healthcare/Hospitals
- ◆ **IMS-102** IS-100LE: Introduction to the Incident Command System, I-100, for Law Enforcement
- ◆ **IMS-103** IS-100PW: Introduction to the Incident Command System, I- 100, for Public Works Personnel
- ◆ **IMS-104** IS-200: ICS for Single Resources and Initial Action Incidents, ICS-200
- ◆ **IMS-105** IS-200HC: Applying ICS to Healthcare Organizations
- ◆ **IMS-106** IS-300: Intermediate ICS for Expanding Incidents, ICS-300; EMI Course Number: G300
- ◆ **IMS-107** IS-400: Advanced ICS Command and General Staff; Complex Incidents, ICS-400; EMI Course Number: G400
- ◆ **IMS-108** I-401: Multi-Agency Coordination
- ◆ **IMS-109** I-402: ICS for Executives
- ◆ **IMS-110** IS-700: National Incident Management System (NIMS), An Introduction
- ◆ **IMS-111** IS-701: Multi-agency Coordination System (MACS) Course
- ◆ **IMS-112** IS-702: National Incident Management Systems (NIMS) Public Information Systems
- ◆ **IMS-113** IS-703: NIMS Resource Management
- ◆ **IMS-114** IS-800:A: National Response Plan (NRP), An Introduction
- ◆ **IMS-115** Public Safety Critical Incident Management
- ◆ **IMS-116** Critical Incident Management - Command & Control
- ◆ **IMS-117** Developing Effective and Useful Incident Action Plans

INDIVIDUAL INCIDENT COMMAND COURSES:

<u>AHT Ref #</u>	
◆ IIC-100	ICS Foundation Workshops for Section Chief's
◆ IIC-101	S-400: Incident Commander
◆ IIC-102	I-430: Operations Section Chief
◆ IIC-103	I-440: Planning Section Chief
◆ IIC-104	I-450: Logistics Section Chief
◆ IIC-105	S-346: Situation Unit Leader
◆ IIC-106	S-348: Resource Unit Leader
◆ IIC-107	S-354: Facilities Unit Leader
◆ IIC-108	S-356: Supply Unit Leader
◆ IIC-109	O-305: Command and General Staff Functions in the Incident Command System
◆ IIC-110	Principles for Effective Command Post Operations

ICS SKILLS COURSES:

<u>AHT Ref #</u>	
◆ S-100	Hospital Emergency Incident Command System (HEICS)
◆ S-101	Public Safety Critical Incident Management
◆ S-102	National Incident Management System (NIMS) and Incident Command (NIMS/ICS) for Corporate, Business, and Industrial Facilities
◆ S-103	Mass Fatalities
◆ S-104	Command and Control of Incident Operations
◆ S-105	Introduction to Unified Command for Multi-agency and Catastrophic Incidents
◆ S-106	Command and Control of Disaster Response Incidents

PROFESSIONAL DEVELOPMENT SERIES:

<u>AHT Ref #</u>	
◆ PD-100	IS-547 Introduction to Continuity of Operations (COOP)
◆ PD-101	Incident Command Management: Interface of Emergency Management with Responding Agencies
◆ PD-102	How Incident Command Management Works In The Corporate World
◆ PD-103	Disaster Response for Corporate America
◆ PD-104	G-230 Principles of Emergency Management
◆ PD-105	G-235 Emergency Planning
◆ PD-106	Integrated Emergency Management Course (IEMC) - All Hazards: Preparedness and Response
◆ PD-107	Disaster Recovery Planning
◆ PD-108	Emergency Operations Center (EOC) Management and Operations
◆ PD-109	Managing Public Transportation Emergencies
◆ PD-110	Emergency Management and Disaster Coordination
◆ PD-111	Introduction to Hurricane Preparedness
◆ PD-112	Disaster Recovery Planning
◆ PD-113	Disaster-Resistant Economy and Jobs
◆ PD-114	Emergency Operations Center (EOC) Management and Operations

READINESS SERIES:

AHT Ref

- ◆ **RS-100** G-271 Hazardous Weather and Flooding Preparedness
- ◆ **RS-101** Introduction to Hurricane Preparedness
- ◆ **RS-102** G-360 Hurricane Planning

FIRE OFFICERS DEVELOPMENT SERIES:

AHT Ref

- ◆ **FO-100** Command and Company Officer Development
- ◆ **FO-101** Command & Control for Initial and Multiple Company Operations

SPECIAL OPERATIONS COURSES:

AHT Ref

- ◆ **SOC-100** Rope Rescue Operations Level
- ◆ **SOC-101** Vehicle Extrication Operations Level

INCIDENT MANAGEMENT SERIES:

IMS-100 ICS-100 Introduction to Incident Command System

ICS 100, Introduction to the Incident Command System, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between 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.

The training is comprised of the following lessons:

- Course Overview
- ICS Overview
- Basic Features of ICS
- Incident Commander & Command Staff Functions
- General Staff Functions
- ICS Facilities
- Common Responsibilities
- Course Summary

Course Objective: The course objective is to enable participants to demonstrate basic knowledge of the Incident Command System (ICS).

Purpose of ICS

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

Basic Features of ICS

- Describe the basic features of ICS
- Role and function of the Incident Commander & the Command Staff

General Staff Functions

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

Facilities

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

Common Responsibilities

- Common responsibilities at an incident
- Mobilization
- Accountability
- Demobilization

NIMS Compliance:

This course is NIMS compliant and meets the NIMS Baseline Training requirements for I-100.

IMS-101 IS-100.HC Introduction to the Incident Command System for Healthcare/Hospitals

Incident Command training is being developed and offered for a variety of disciplines, including Federal Disaster Workers, Public Works, Law Enforcement, Healthcare/Hospitals and Public Health. All of the ICS training offered through these courses is consistent. However, the various versions include examples and exercises specific to each of these disciplines.

ICS 100, Introduction to the Incident Command System for Healthcare/Hospitals, introduces the Incident Command System (ICS) as it applies to the healthcare/hospital environment and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

ICS 100, Introduction to ICS (IS-100.HC) course was developed in collaboration with:

National Wildfire Coordinating Group (NWCG)
U.S. Department of Agriculture
USFA's National Fire Programs Branch
HICS IV Project, National Work Group

Audience:

ICS-100, Introduction to ICS (ICS-100.HC) should be completed by the hospital personnel that would have a direct role in emergency preparedness, incident management, and/or emergency response during an incident. Personnel designated to fulfill ICS roles (i.e. hospital emergency manager, hospital administration, department heads) should complete ICS-100, though additional participants may include the following hospital and healthcare systems staffs:

- Physicians
- Nursing
- Ancillary
- Materials/resource management
- Security/safety
- Laboratory
- Radiology
- Inter-facility transport

NIMS Compliance:

This course is NIMS compliant and meets the NIMS Baseline Training requirements for I-100.

IMS-102 IS-100.LE - Introduction to the Incident Command System, I-100, for Law Enforcement

ICS 100, Introduction to the Incident Command System for Law Enforcement, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS). This course uses the same objectives and content as other ICS 100 courses while incorporating law enforcement examples.

ICS 100, Introduction to ICS (IS-100) course was developed in collaboration with:

National Wildfire Coordinating Group (NWCG)
U.S. Department of Agriculture
USFA's National Fire Programs Branch
Audience

Law Enforcement personnel involved with emergency planning, response or recovery efforts.

Persons wanting a non-discipline specific ICS 100 course can take IS 100, Introduction to the Incident Command System.

NIMS Compliance:

This IS 100 course follows NIMS guidelines and meets the NIMS Baseline Training requirements for I-100.

IMS-103 IS-100.PW Introduction to the Incident Command System, I-100, for Public Works Personnel

Incident Command training is being developed and offered for a variety of disciplines, including Federal Disaster Workers, Public Works, Law Enforcement, and Public Health. All of the ICS training offered through these courses is consistent. However, the various versions include examples and exercises specific to each of their respective disciplines.

Course Overview:

ICS 100, Introduction to the Incident Command System for Public Works Personnel, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

ICS 100, Introduction to ICS (IS-100.PW) course was developed in collaboration with:

National Wildfire Coordinating Group (NWCG)
U.S. Department of Agriculture
USFA's National Fire Programs Branch

Audience:

Persons involved with emergency planning, response or recovery efforts.

NIMS Compliance:

This course is NIMS compliant and meets the NIMS Baseline Training requirements for I-100.

IMS-104 IS-200 ICS for Single Resources and Initial Action Incidents, ICS 200

This course is designed to enable personnel to operate efficiently within the Incident Command System (ICS) during an incident or event. This course focuses primarily on the management of single resources. Additionally, this course is for 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.

IS-100 is a pre-requisite to the IS-200 course.

The training is comprised of the following lessons:

- Course Overview
- Leadership & Management
- Delegation of Authority & Management by Objectives
- Functional Areas & Positions
- Briefings
- Organizational Flexibility
- Transfer of Command
- Course Summary

Course Objectives:

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

Course Topical Areas and Specific Objectives:

Leadership and Management

- Chain of command and formal communication relationships.
- Identify common leadership responsibilities.
- Span of control and modular development.
- The use of position titles.

Delegation of Authority and Management by Objectives

- Describe scope of authority
- 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 incident
- 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.

IMS-105 IS-200.HC Applying ICS to Healthcare Organizations

Course Overview:

Incident Command training is being developed and offered for a variety of disciplines, including Federal Disaster Workers, Public Works, Law Enforcement, Healthcare/Hospitals and Public Health. All of the ICS training offered through these courses is consistent. However, the various versions include examples and exercises specific to each of these disciplines.

ICS 200.HC is designed to enable healthcare/hospital personnel to operate efficiently during an incident or event within the Incident Command System (ICS). ICS-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

IS-100 is a pre-requisite to the IS-200 course.

ICS 200.HC, Applying ICS to Healthcare Organizations was developed in collaboration with:

National Wildfire Coordinating Group (NWCG)
U.S. Department of Agriculture
USFA's National Fire Programs Branch
HICS IV Project, National Work Group
Audience

ICS-200.HC, Applying ICS to Healthcare Organizations, should be completed by personnel whose primary responsibility is emergency management, to include (at a minimum) middle management within a hospital or healthcare system. Middle management may refer to physicians, department managers, unit leaders, charge nurses, and any staff (i.e. hospital administration) that would have a role in an emergency operations center (hospital, local, or state).

The training is comprised of the following lessons:

- Course Overview
- ICS and the Emergency Management Program
- Functional Areas & Positions
- Leadership and Management
- ICS Management Processes
- Course Summary

IMS-106 IS-300 Intermediate ICS for Expanding Incidents, ICS-300 EMI Course Number: G300

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). This course is intended for non-first response personnel who could fill supervisory-level positions in ICS organizations. Topics include organizing for events and incidents, planning for events and incidents and incident resource management. Participants will use ICS forms.

The target audience for this course is for individuals who may assume a supervisory role in expanding incidents or Type 3 incidents. During a Type 3 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. These incidents may extend into multiple operational periods.

Additionally, this course is for middle management, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors and Multi-Agency Coordination System/Emergency Operations Center staff.

This course expands upon information covered in the ICS-100 and ICS-200 courses. These earlier courses are prerequisites for ICS-300.

Course Objectives:

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

The training is comprised of the following lessons:

- Course Overview
- ICS Fundamentals Review
- Unified Command
- Incident/Event Assessment and Incident Objectives
- Planning Process
- Incident Resource Management
- Demobilization, Transfer of Command, and Closeout
- Course Summary
- Table Top Exercise to facilitate hands-on Incident/Event Assessments, Incident Objectives and Incident Action Planning.

IMS-107 IS-400 Advanced ICS Command and General Staff; Complex Incidents, ICS-400
EMI Course Number: G400

This course provides training on, and resources for, personnel who require advanced application of the Incident Command System (ICS). This course is intended to train personnel who may be assigned to larger incidents in the critical aspects of major incident management and area command. Topics include unified command, major incident management, area command and multi-agency coordination.

The target audience for this course is senior personnel who are expected to perform in a management capacity in an Area Command or Multi-agency Coordination Entity. Specifically, command and general staff, agency administrators, department heads, emergency managers, areas commander and Multi-Agency Coordination System/Emergency Operations Center managers.

This course is designed to increase the participant's knowledge and understanding of the inherent flexibility of the Incident Command System to manage major or complex incidents. Utilizing lectures and small group activities, participants will acquire the ability to organize and manage major or complex incidents. The material covered during the course includes command and general staff duties and responsibilities, unified command, major incident management and area command structures.

This course expands upon information covered in ICS-100 through ICS-300 courses. These earlier courses are prerequisites for ICS-400

Course Objectives:

- Explain how major incidents engender special management challenges.
- Describe the circumstances in which an Area Command is established.
- Describe the circumstances in which multi-agency coordination systems are established.

The training is comprised of the following lessons:

- Course Overview.
- Fundamentals Review for Command and General Staff.
- Major and/or Complex Incident/Event Management.
- Area Command.
- Multi-agency Coordination.
- Course Summary.
- Table Top Exercise to facilitate hands-on Incident/Event Assessments, Incident Objectives and Incident Action Planning.

IMS-108 I-401 Multi-Agency Coordination System, ICS-401

ICS Multi-Agency Coordination (I-401): NIIMS-ICS CURRICULUM - MODULE 16

The complexity of incident management, coupled with the growing need for multi-agency and multi-functional involvement on incidents, has increased the need for a single standard incident management system that can be used by all emergency response disciplines. Use of the Incident Command System by public safety and private sector organizations across the country is increasing. ICS is now being used for a variety of applications including:

- Fires (structural and wildland)
- Hazardous Materials Incidents
- Law Enforcement Operations
- Search and Rescue Missions
- Air, Ground and Water Accidents
- Multi-casualty Incidents
- Natural Disasters, e.g., tornadoes
- Planned Events, e.g., parades

Who Should Attend: This course is designed for a wide variety of participants from various disciplines, including, but not limited to:

Fire Service
Law Enforcement
Emergency Medical Services
Emergency Management
Public Works
Federal, State and Local Agencies
Business/Industry
Utilities
Cooperating Agencies

Prerequisites: ICS Intermediate I-300

Topics and Issues to be Covered:

Multi-Agency Coordination, 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, and jurisdictional Emergency Operations Centers.

IMS-109 I-402 Incident Command System Summary for Executives, ICS-402

EMI Course Number:G402

G402 Incident Command System (ICS) Overview for Executives/Senior Officials 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.

Audience: Elected officials, city/county managers, executives, senior officials and agency administrators

Course Goal: Orient Executives and Senior Officials to the Incident Command System (ICS).

Course Objectives:

- Describe the basic organization of the ICS
- Define terms used frequently within the ICS
- Describe the three major responsibilities of an executive with respect to an Incident
- Describe distinctions between ICS organization, emergency operations center (EOCs), and multi-agency coordination system (MACS)
- Provide an introduction to the Agency Administrator's role and Delegations of Authority

IMS-110 IS-700 National Incident Management System (NIMS), An Introduction

On February 28, 2003, President Bush issued Homeland Security Presidential Directive-5. HSPD-5 directed the Secretary of Homeland Security to develop and administer a 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. You can also find information about NIMS at <http://www.fema.gov/nims/>

This course introduces NIMS and takes approximately three hours to complete. It explains the purpose, principles, key components and benefits of NIMS. The course also contains "Planning Activity" screens giving you an opportunity to complete some planning tasks during this course. The planning activity screens are printable so that you can use them after you complete the course.

What will I be able to do when I finish this course?

- Describe the key concepts and principles underlying NIMS.
- Identify the benefits of using ICS as the national incident management model.
- Describe when it is appropriate to institute an Area Command.
- Describe when it is appropriate to institute a Multi-agency Coordination System.
- Describe the benefits of using a Joint Information System (JIS) for public information.
- Identify the ways in which NIMS affects preparedness.
- Describe how NIMS affects the way resources are managed.
- Describe the advantages of common communication and information management systems.
- Explain how NIMS influences technology and technology systems.
- Describe the purpose of the NIMS Integration Center

IMS-111 IS-701 Multi-Agency Coordination System (MACS) Course

Background: A multi-agency coordination system is a combination of facilities, equipment, personnel, procedures, and communications integrated into a common system with responsibility for coordinating and supporting domestic incident management activities. The primary functions of multi-agency coordination systems are to support incident management policies and priorities, facilitate logistics support and resource tracking, inform resource allocation decisions using incident management priorities, coordinate incident management related information, and coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies. A typical multi-agency coordination system may contain one or several Emergency Operations Centers (EOCs). A typical multi-agency coordination system may contact numerous Department Operations Centers (DOCs). Depending upon the type and location of the emergency/disaster, various command elements (i.e. area commands, unified command or the incident commander) will have to coordinate activities within an established multi-agency coordination system.

Course: This 2 day course will describe to participants the components of a multi-agency coordination system and establish relationships between all elements of the system. The target audience will include: Federal, state, local and tribal emergency managers; first responders to include incident commanders from all emergency management disciplines; private industry personnel responsible for coordination activities during a disaster; and Voluntary Organizations Active in Disaster (VOAD) personnel. After taking the course, students should be able to:

- Define multi-agency coordination at the local, state, and Federal levels of government.
- Identify each agency involved in incident management activities to ensure appropriate situational awareness and resources status information is shared through multi-agency coordination
- Identify typical priorities established between elements of the multi-agency coordination system
- Define key terms related to multi-agency coordination systems
- Describe the process of acquiring and allocating resources required by incident management personnel in relationship to the entire multi-agency coordination system
- Identify typical future resource requirements for the entire multi-agency coordination system
- Identify potential coordination and policy issues arising from an incident relative to the entire multi-agency coordination system

IMS-112 IS-702 National Incident Management Systems (NIMS) Public Information Systems

The National Incident Management System (NIMS) provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents. This includes public information.

The public information systems described in NIMS are designed to effectively manage public information at an incident, regardless of the size and complexity of the situation or the number of entities involved in the response.

The goal of this course is to facilitate NIMS compliance by providing you with the basic information and tools that you need to apply the NIMS public information systems and protocols during incident management.

This course is designed for local and State public information officers and takes approximately three hours to complete.

At the conclusion of this course, you should be able to:

- Define NIMS public information systems to include onsite operations, the Joint Information System (JIS), and the Joint Information Center (JIC), and how they relate to each other.
- Describe the JIS/JIC process of gathering, verifying, coordinating, and disseminating information by public information and incident management personnel.
- Identify each agency involved in given emergency situations and the role of each in the JIS to ensure appropriate situational awareness information is communicated to the public.
- Define key terms related to public information systems to include the relationship with multi-agency coordination systems and the field.
- Identify typical resource requirements for public information systems.

IMS-113 IS-703 NIMS Resource Management

This interactive computer-based course provides the principles, tools, processes, and systems used in the NIMS that incident managers need for timely and effective resource management during an incident. Primary tasks addressed in this course are:

- Establishing systems for describing, inventorying, requesting, and tracking resources;
- Activating these systems prior to and during an incident;
- Dispatching resources prior to and during an incident; and
- Deactivating or recalling resources during or after incidents.

The course shows that resources, including personnel, teams, facilities, equipment and supplies, are managed through this NIMS system by advance planning, resource identification and ordering, categorizing resources, use of agreements, acquisition management, management information systems, and protocols for ordering, mobilization and dispatching.

The course begins with resource management concepts and principles, and then addresses how to get an organization ready for managing resources in disasters. Next, the course focuses on management of resources during an incident and goes on to a section dealing with the complex incident. There is then a section about reassessing readiness in the post-incident period followed by a summary and conclusion.

This course will supersede G-276, Resource Management.

IMS-114 IS-800.A National Response Plan (NRP), an Introduction

The National Response Plan, or NRP, describes how the Federal Government will work in concert with State, local, and tribal governments and the private sector to respond to disasters.

This course introduces the NRP. It is intended for public and private sector agencies and Tribal, State, local and private sector emergency management professionals that are responsible for implementing the NRP.

Course goals:

- Describe the purpose of the NRP
- Locate information within the NRP
- Describe the roles and responsibilities of entities as specified in the NRP
- Identify the organizational structure used for NRP coordination
- Describe the field-level organizations and teams activated under the NRP
- Identify the incident management activities addressed by the NRP

IMS-115 PUBLIC SAFETY CRITICAL INCIDENT MANAGEMENT

This 16-hour course introduces law enforcement, fire and EMS personnel, as well as business and industry representatives, to the goals and objectives of each other's area of responsibility during emergency response. Through classroom instruction and simulations, students will discuss potential problems, practice decision making, and coordinate an operation to solve these problems. The program concentrates on the all-important implementation of an Incident Command System (ICS) and stabilization phase, or initial 20 to 30 minutes of response to an emergency situation involving multiple agencies.

Target Audience: The Public Safety Critical Incident Management (PSCIM) course is designed for emergency services personnel who have supervisory, management or decision making responsibilities within the scope of their duties. Others who may benefit from attending the PSCIM course include emergency managers, Red Cross disaster services personnel, environmental officials, transportation/public works officials, along with private sector emergency response personnel including safety officers, facility coordinators and towing and recovery operators.

Qualifications to Attend: Experience has demonstrated that those individuals who have previous training in the Incident Command System will benefit the most from the PSCIM course. Suggestions for attendance include:

- Fire Service: Lieutenants up through Chiefs
- Law Enforcement: Police officers, troopers, sheriffs, deputies; particularly sergeants, lieutenants, supervisors, etc.
- EMS: officers, captains, lieutenants, supervisors and agency crew chiefs
- Business/Industry: emergency response personnel, safety officers, plant supervisors, SARA Title III facility coordinators

Prerequisites: None

IMS-116 Critical Incident Management Command & Control

Including Incident Objective and Strategy Building and Incident Action Planning – 3 day course

Course Objectives:

To help your agency prepare for the unexpected emergencies that can erupt at any moment; such as, Terrorist Activity, Major Explosions, Civil Disturbances, Chemical Spills, Barricaded Persons, Plane Crashes, etc.

Introduce what is needed for proper planning, procedure and policy decisions. Demonstrate how your agency should interact during a multi-agency response situation and how to protect your agency against liability incidents.

Introduction to Law Enforcement Basic Incident Command and the National Incident Management System:

This session introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

Introduction to Unified Command:

This session introduces the Unified Command component of the ICS organization reviewing methodologies of bringing together the Incident Commanders from the various jurisdictions or agencies operating together to form a single command structure. Remember that Unified Command ultimately enables all responsible agencies to manage an incident together by establishing a common set of incident objectives and strategies.

Introduction to Area Command:

When an incident expands to a large geographic area, the agency officials may choose to divide the incident into smaller pieces, called zones, each of which will be managed by an incident management team (IMT). This session will review the Area Command components in order to set priorities between incidents and ensures efficient resource use to assure critical resources are allocated by the overall priorities established by the agency officials. Competition among incidents for critical resources is avoided.

Incident Objective and Strategy Building and Incident Action Planning:

This session will explore the components and procedures to establish incident objectives in order to build an Incident Action Plan (IAP). At the end of the session the students will build the initial IAP.

Practical Exercises: The students will participate in table top exercises, using the applicable training to manage the situations through the course and have a final scenario to bridge all of the critical incident management skill from this course.

IMS-117 Developing an Effective and Useful Incident Action Plan (IAP)

The Incident Command System emphasizes orderly and systematic planning, While, the Incident Action Plan is the central tool used for planning during a response to an emergency. The Incident Action Plan is prepared by the Planning Section Chief with input from the appropriate sections and units of the Incident Management Team. It should be written at the outset of the response and revised continually throughout the response.

Incidents vary in their kind, complexity, size, and requirements for detailed and written plans. In an initial response for an incident that is readily controlled, a written plan may not be necessary. Larger, more complex incidents will require an Incident Action Plan to coordinate activities. The level of detail required in an Incident Action Plan will also vary according to the size and complexity of the response.

The plan must be accurate and completely transmit the information generated during the planning process. The plan must be prepared and distributed prior to the Operations Shift Briefing. A plan must be prepared for each operational period. A planning process has been developed as part of the Incident Command System to facilitate the development of an Incident Action Plan in an orderly and systematic manner. The following explains the planning process required to develop an Incident Action Plan. Following the planning steps will allow for the development of an Incident Action Plan in a minimum amount of time.

Developing effective and organized Incident Action Plans is crucial to the strategic and tactical goals of all managed incidents. A weakness in the IAP will translate into ineffective incident operations and may jeopardize the safety of personnel and the successful mitigation of the incident. This course focuses on developing, documenting and communicating effective Incident Action Plans through case studies, individual and group exercises and classroom simulations. The program will be delivered in the ICS format and integrating the new NIMS content.

INDIVIDUAL INCIDENT COMMAND COURSES:

IIC-100 ICS Foundation Workshops for Section Chief's

Workshops overview:

- Practical Planning Section Chief
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Planning Section Chief in a Type 5, 4, or 3 Incident or Event.
- Practical Situation Unit Leader
 - Upon completion participants will have working and practical knowledge of skill sets needed to serve effectively as an ICS Situation Unit Leader in a Type 5, 4, or 3 Incident or Event.
- Practical Resource Unit Leader
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed as an ICS Resource Unit Leader in a Type 5, 4, or 3 Incident or Event.
- Practical Logistics Section Chief
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Logistics Section Chief in a Type 5, 4, or 3 Incident or Event.
- Practical Supply Unit Leader
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Supply Unit Leader in a Type 5, 4, or 3 Incident or Event.
- Practical Communications Unit Leader
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Communications Unit Leader in a Type 5, 4, or 3 Incident or Event.
- Practical Facilities Unit Leader
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Facilities Unit Leader in a Type 5, 4, or 3 Incident or Event.
- Practical Ground Support Unit Leader
 - Upon completion participants will have working and practical knowledge of the basic skill sets needed to serve effectively as an ICS Ground Support Unit Leader in a Type 5, 4, or 3 Incident or Event.

IIC-101 S-400 INCIDENT COMMANDER

This course will examine the primary duties and responsibilities of the Incident Commander for an extended incident or event covering multiple operational periods. Subjects covered during the course include incident briefings, incident planning, incident management, unified command, incident demobilization and incident evaluations.

Course Completion:

Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. An open book exam will be given at the end of the course. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Advanced I-400

IIC-102 I-430 OPERATIONS SECTION CHIEF

This 16-hour course will examine the primary duties and responsibilities of the Operations Section Chief (OSC). The course concentrates on those duties and responsibilities as they pertain to planning for, supervision of, and the coordination of the operations section. Subjects covered include: information gathering, interaction with the command and general staff, incident action plan development, operational period briefing, OSC daily schedule, interaction with incident and non-incident personnel and demobilization.

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-103 I-440 PLANNING SECTION CHIEF

This 16-hour course will examine the primary duties and responsibilities of the Planning Section Chief and subordinate units. The extensive information needs of this section will be discussed in terms of collection, potential sources, and subsequent analysis. Preparation of the Incident Action Plan and other planning section work products will be covered in detail. During an exercise, students will develop an incident action plan and other appropriate products of the planning section for a complex incident.

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-104 I-450 LOGISTICS SECTION CHIEF

In this 16-hour course, primary duties and responsibilities of the logistics section chief and subordinate units will be examined. The need for this Section Chief to be skilled in various trades and crafts will be discussed as well as the need for technical support services, such as medical and security. Students will understand the resource mobilization and demobilization processes and be able to apply them in terms of local systems. Students will determine section staffing needs and develop medical and traffic plans for an incident of moderate complexity.

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. An open book exam will be given at the end of the course. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-105 S-346 SITUATION UNIT LEADER

This course is designed to prepare a student to accomplish the duties and responsibilities of a situation unit leader on a large incident. Although not required, experience as field observer and display processor, and an aptitude for map reading and map making, will be beneficial in understanding the material in this course. The student must complete pre-course work prior to attending the class (4-8 hours). Course topics include: unit mission and function, organization of unit, collecting incident information, technological aids, and reporting and displaying the information. The final day's work includes a classroom simulation in which the students will make maps and complete the ICS Form 209 from simulated field observations. (24 hours + pre-course assignment)

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-106 S-348 RESOURCE UNIT LEADER

This course is designed to prepare a student to accomplish the duties and responsibilities of a resource unit leader on a large incident. Students must complete a pre-course assignment prior to attending the class (4-8 hours). Course topics include: introduction to the Resources Unit, check in, tracking resources status, operational planning, work products, and managing the unit. An extensive exercise tests the student's ability to manage a Resources Unit in lieu of a final examination. (20 hours + pre-course assignment)

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors

- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-107 S—354 FACILITIES UNIT LEADER

This course is designed to prepare a student to accomplish the duties and responsibilities of a Facilities Unit Leader on a large incident. Students will learn what information to gather to begin initial planning activities of the FACL, how to plan, staff, and manage the facilities unit in a safe manner to meet the needs of the incident, and how to coordinate with the Logistics Units and other sections to assist in accomplishing the overall objectives of the Facilities Unit. (28 hours)

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-108 S-356 SUPPLY UNIT LEADER

This 16-hour course is designed to prepare a student to accomplish the duties and responsibilities of a supply unit leader on a large incident.

Course Completion: Due to the integrated nature of the training and to insure compliance with ICS development standards, participants must commit to attending all course sessions. Participants who successfully complete the course will receive a Certificate of Completion.

Who Should Attend: This course is designed for a wide variety of participants, including but not limited to:

- Fire Service Officers
- Law Enforcement Supervisors
- Utility Supervisors
- Business/Industry
- Emergency Medical Officers
- Public Works Supervisors
- State and Federal Agencies
- Cooperating Agency Personnel
- Emergency Management

Prerequisites: ICS Intermediate I-300

IIC-109 O-305: Command and General Staff Functions in the Incident Command System

This six-day course is activity intensive and is designed to better prepare response personnel to manage large, complex incidents effectively by using the functional components of the Incident Command System. The focus of the course is to enhance the skills necessary to operate as a team in various Command and General Staff positions and to promote a better understanding of team operations through application during various simulations.

IIC-110 Principles for Effective Command Post Operations

Establishing, organizing and implementing an effective Command Post is seldom a training topic until now. This program presents and reinforces the principles and phases of establishing an effective Command Post that can expand and escalate as the complexity and magnitude of the incident grows. This program will provide the necessary insights, phases, considerations, methods and tools necessary to initiate an effective and efficient command post at your next incident or alarm.

ICS SKILLS COURSES:

S-100 HEICS: Hospital Emergency Incident Command Training

HEICS: a set of response procedures which fit within a hospital's emergency preparedness plan. A total hospital plan still requires policies and procedures such as "Disaster Plan Authorization", "Staff Recall", "Staff Education of Facility Disaster Plan", maps locating special disaster related areas, and other elements.

Confusion and chaos are commonly experienced by the hospital at the onset of a medical disaster. However, these negative effects can be minimized if management responds quickly with structure and a focused direction of activities. The Hospital Emergency Incident Command System (HEICS) is an emergency management system which employs a logical management structure, defined responsibilities, clear reporting channels, and a common nomenclature to help unify hospitals with other emergency responders. There are clear advantages to all hospitals using this particular emergency management system.

Based upon public safety's Incident Command System, HEICS has already proved valuable in helping hospitals serve the community during a crisis and resume normal operations as soon as possible.

The HEICS training for hospitals offers the following benefits:

- Predictable chain of management
- Accountability of position function
- Flexible organizational chart allows flexible response to specific emergencies
- Improved documentation of facility
- Common language to facilitate outside assistance
- Prioritized response checklists
- Cost effective emergency planning within health care corporations
- Governmental requirements

The 1996 Edition of the National Fire Protection Association Health Care Facilities Handbook states, (in chapter 11-4.3) "The disaster planning committee shall model the disaster plan on the incident command system (ICS)". The American Society for Healthcare Engineering of the American Hospital Association in an August, 1997 Healthcare Facilities Management Series states, "One of the best examples of emergency preparedness through checklists can be found in The Hospital Emergency Incident Command System...".

Prerequisites: ICS Introduction ICS-100

S-101 Public Safety Critical Incident Management (PSCIM)

This 16-hour course introduces law enforcement, fire and EMS personnel, as well as business and industry representatives, to the goals and objectives of each other's area of responsibility during emergency response. Through classroom instruction and simulations, students will discuss potential problems, practice decision making, and coordinate an operation to solve these problems. The program concentrates on the all-important implementation of an Incident Command System (ICS) and stabilization phase, or initial 20 to 30 minutes of response to an emergency situation involving multiple agencies.

Target Audience: The Public Safety Critical Incident Management (PSCIM) course is designed for emergency services personnel who have supervisory, management or decision making responsibilities within the scope of their duties. Others who may benefit from attending the PSCIM course include emergency managers, Red Cross disaster services personnel, environmental officials, transportation/public works officials, along with private sector emergency response personnel including safety officers, facility coordinators and towing and recovery operators.

Qualifications to Attend: Experience has demonstrated that those individuals who have previous training in the Incident Command System will benefit the most from the PSCIM course. Suggestions for attendance include:

Fire Service: Lieutenants up through Chiefs

Law Enforcement: Police officers, troopers, sheriffs, deputies; particularly sergeants, lieutenants, supervisors, etc.

EMS: officers, captains, lieutenants, supervisors and agency crew chiefs

Business/Industry: emergency response personnel, safety officers, plant supervisors, SARA Title III facility coordinators

Prerequisites: None

S-102 National Incident Management System and Incident Command (NIMS/ICS) for Corporate, Business, and Industrial Facilities

This program provides a comprehensive overview of the National Incident Management System and the manner in which it interfaces with the Incident Command System for incident management. The program focuses on the development and integration of NIMS and ICS into a Corporate, Business or Industrial facility's emergency management, response and contingency operations plans and the manner in which designated fire brigade, security or emergency response and emergency plan staff function in assigned roles and interface with external emergency response agencies and organizations. This program provides the necessary insights, organizational models and methods to upgrade or develop effective facility plans and incident management systems.

S-103 MASS FATALITIES INCIDENT RESPONSE

The Mass Fatalities Incident Response program is offered in conjunction with the New York State Association of County Coroners and Medical Examiners. This program is offered in one of two formats, a full two-and-a-half day course or a one day workshop which provides an overview of the program. The goal of the Mass Fatalities programs is to prepare response personnel and other responsible professionals to handle a mass fatalities incident effectively by properly caring for the dead and the living - both responders and survivors.

Topics and Issues to be covered:

- Analysis of attitudes about death
- The effects of physical and emotional stress at a mass fatalities incident as well as methods for reducing stress
- The roles and responsibilities of various local, state and federal agencies and private sector organizations
- Local, state, federal and private sources of further information and assistance
- The necessity of integrating mass fatality planning into existing emergency management plans
- Equipment and supplies required for handling a mass fatalities incident
- How the Incident Command System (ICS) is used to manage a mass fatalities incident
- The potential liability concerns that may arise during a mass fatalities incident

Who should attend:

This course is designed for a wide audience, encompassing the range of personnel with a role to play in a mass fatalities incident. The following list outlines the type of individuals or agencies that would benefit from attending. Experience has shown that a multi-disciplinary audience brings the best results.

- Coroners/Medical Examiners
- Law Enforcement
- Emergency Planners
- Forensic Dentists
- Public Officials
- CISD Professionals
- Red Cross Health Services
- Transportation Personnel
- Dentists
- Funeral Directors
- Emergency Managers
- Clergy
- Fire Departments
- EMS
- Information Officers
- DMORT Members
- Community Mental Health
- National Guard

S-104 Command and Control of Incident Operations

The course is designed to cover basic factors involved in coping with an emergency scene, and determining the best use of available resources in protecting lives and property. The course emphasizes the changing nature of an emergency situation, and the ways in which the fire officer can evaluate the effectiveness of his or her proposed Incident Action Plan. This course will outline simple techniques of size-up, risk management, strategic determination, tactical considerations and resource deployment. Specific emphasis is placed on incident management using the Incident Command System.

Students will learn through repetitive reinforcement skill sessions on a tabletop simulation board and actually perform the assigned duty. The course is intended for officers who may be in command of fires and other emergencies involving close coordination and maximum use of large amounts of staffing and equipment. Typical tactical situations and case histories are given. The development of critical thinking skills is stressed. All material and subject matter meets or exceeds the objectives of NFPA 1500, Fire Department Occupational Safety and Health Programs; NFPA 1561, Standards for Emergency Services Incident Management System and ISO.

S-105 Introduction to Unified Command for Multi-agency and Catastrophic Incidents

This two-day course is designed to assist emergency response personnel in the understanding of, and the ability to apply, the Incident Command System (ICS) when multiple agencies are involved at major and catastrophic incidents, and to provide a better understanding of operations under a Unified Command (UC). The student will develop a better understanding of the complexities of multi-agency incidents, and the skills necessary to operate in that environment.

S-106 Command and Control of Disaster Response Incidents

This course is a comprehensive program that examines and presents management tools, protocols and system methodologies to effectively command and control disaster incidents. Building upon the initial deployment of resources, it takes the initial action plan (IAP) and organizational structure and provides insights into expanding the incident for Single Command to Unified Command or Area Command operations and management. The programs address effectiveness of command and incident management, multiple agency coordination, integrating the NIMS deployment and command system, Emergency Operations Center interface and coordination, logistics, and planning and development of Incident Action Plans for effective incident prioritization, deployment and operations.

PROFESSIONAL DEVELOPMENT SERIES:

PD-100 IS-547 Introduction to Continuity of Operations (COOP)

This five hour web-based course is designed for a broad audience - from senior managers to those directly involved in the continuity of operations (COOP) planning effort. The course provides a working knowledge of the COOP guidance found in Federal Preparedness Circular 65, "Federal Executive Branch Continuity of Operations". The course provides activities to enhance your COOP program.

Topics covered in the course include an overview of what COOP is and is not and the elements of a viable COOP program.

- Essential functions.
- Delegations of authority.
- Succession planning.
- Alternate facilities.
- Interoperable communications.
- Vital records and databases.
- Human capital.
- A test, training, and exercise program.
- Plans for devolution and reconstitution.

**PD-101 Incident Command Management:
Interface of Emergency Management with Responding Agencies**

During any crisis which creates a disruption affecting your community's daily operations, it is imperative that your Emergency Management office has a plan of action with the ability to communicate with responding agencies. This course prepares emergency management staff for underlying challenges faced while trying to communicate with both Public and Private responding agencies. Individuals will participate in an Incident Management System following NIMS guidelines.

PD-102 How Incident Command Management Works In the Corporate World

This will prepare the facility managers and staff with basic skills of terminology and knowledge of how the incident command system can affectively determine the outcome should disaster strike disrupting your business. We will analyze operational issues and how management communicates with staff using an Incident Management system.

PD-103 Disaster Response for Corporate America

This course provides facility staff and administrators with the strategic resources to prepare for, and recover from, any emergency or disaster. This customized training program shall provide assist to field manager associates in the recovery phase of a major disaster and establish a basic level of training, enabling each individual to apply the necessary skills for first responders.

PD-104 G-230 Principles of Emergency Management

It is critical for today's emergency management and public safety professionals to fully understand the complexities of comprehensive emergency management. The primary focus of this course will be to provide an overview of the basic emergency management concepts, policies, and approaches applied to the management of all emergencies and disasters.

This training course will examine the need to adopt a comprehensive emergency management program for an organization and community. This program will emphasize the advantage of developing a multi-agency and team approach that combines public and private sector resources to successfully manage all emergencies and disasters. Participants will review disaster case histories, discuss current emergency management issues, and learn how to apply these principles to their particular area of responsibilities.

- Topics and Issues to be Covered:
- Need for Emergency Management
- Comprehensive Emergency Management Process
- Federal, State, and Local Legislation and Policies
- Disaster Management and Emergency Operations
- Incident Command System
- Team Approach to Emergency Management

Who should attend:

Candidates for this course who are responsible for emergency management or public safety programs are strongly encouraged to attend. This should include elected officials, police, fire, emergency medical services, public works officials or any public and private emergency management program managers.

Prerequisites: None

PD-105 G-235 Emergency Planning

Planning is an essential function of an effective emergency management program and serves as a tool for emergency professionals in improving disaster management and public safety policies. This course provides emergency management and public safety personnel with the knowledge, skills and ability to develop or enhance their Comprehensive Emergency Management plans. The course will highlight the importance of building an integrated system for emergency planning that uses multi-agency teams to address mitigation, preparedness, response and recovery.

The Emergency Planning course goes beyond the preparation of written plans and stresses the need to apply a comprehensive planning process; which includes research and fact-finding, capability assessments, risk reduction, hazards analysis, plus political and institutional acceptance of change. The course emphasizes the need to develop quality emergency plans that are appropriately implemented and become the functional emergency management policy for managing all emergencies and disasters.

Topics and Issues to be covered:

- Legal Basis for Planning
- The Planning Process
- Leadership and Team Building
- Plan Development and Review
- Hazard Analysis using HAZNY
- Risk Reduction
- Capability Assessments
- Testing and Evaluation

Who should attend:

Students for this course are those with full or part-time emergency management assignments in government, volunteer organizations or from the private sector. Attendees that are new to the emergency planning field or experienced planners who want to enhance their planning skills will benefit from this course. The course emphasizes a multi-agency approach to emergency planning and is targeted at a wide-range of public and private organizations, including planning professionals, fire service, law enforcement, hospital and medical, emergency management, public works, emergency medical services, voluntary organizations, business, military, education and local government officials.

Prerequisites: None

PD-106 Integrated Emergency Management Course (IEMC) - All Hazards: Preparedness and Response

Recent disasters illustrate the need to have disaster preparedness and response plans to provide continuity for a successful recovery. This addresses preparedness and response in emergency situations resulting from man-made and natural disasters. This exercise-based course is designed for both public and private industry. The IEMC places public officials and other key community leaders in a disaster simulation. The course consists of classroom instruction and planning sessions, and exercises allow for structured decision-making in a learning environment that will simulate realistic events.

The course is designed to help you identify and build response and recovery teams. The course focuses on the roles and responsibilities of each team member, and provides guidance on developing a local disaster recovery plan. Best practices in disaster preparedness and response are discussed. Key emergency management components covered are:

- Defining Disasters and Emergencies
- What is Emergency Management
- Emergency Operations Center “101”
- EOC/ICS interface
- Emergency Support Functions (ESFs)
- Risk and Damage Assessment
- Resource Management
- Short and Long Term Recovery
- Incident and Disaster Management

The course objective is to identify additional planning needs providing the opportunity to enhance overall preparedness and response.

PD-107 Disaster Recovery Planning

This course focuses on the roles and responsibilities of federal, state, tribal, and local efforts to provide guidance to develop a local disaster recovery plan. Best practices in disaster recovery and successful operational experiences are summarized for participants.

PD-108 Emergency Operations Center (EOC) Management and Operations

This course provides participants with the knowledge and skills to effectively manage and operate an EOC during crisis situations. The course includes locating and designing an EOC, how to staff, train, and brief EOC personnel, and how to operate an EOC during various situations.

PD-109 Managing Public Transportation Emergencies

This course will address the existing regulations, procedures for developing and implementing policies, and a review of lessons learned from recent emergency transportation emergencies. After course completions, participants will be able to conduct a Vulnerability Self Assessment of the mass transit infrastructure, determine safety versus security challenges of closing a public transit system, and identify critical emergency response actions and ensure system-wide compliance.

PD-110 Emergency Management and Disaster Coordination

All communities are vulnerable to a variety of hazards. Emergency management provides a structure for anticipating and dealing with emergency incidents. Emergency management involves participants at all governmental levels and in the private sector. Activities are geared according to phases before, during, and after emergency events. The effectiveness of emergency management rests on a network of relationships among partners in the system. This course examines specific parts of the emergency manager’s job within the four phases of emergency management: mitigation, preparedness, response, and recovery.

The goal of this course is to introduce you to the fundamentals of emergency management as an integrated system, surveying how the resources and capabilities of all functions at all levels can be networked together in all phases for all hazards including coordinating plans of the various components of the emergency management system—fire and police, emergency medical services, public works, volunteers, and other groups contributing to the community’s management of emergencies.

PD-111 Introduction to Hurricane Preparedness

This course will cover the meteorology, forecasting and hazards associated with hurricanes. Specialists cover preparation activities and liaison coordination among federal, state and local efforts. Regional, state and local operational concepts and practices will be introduced. Participants will have their, "How do I prepare for and protect from a hurricane?" question answered.

PD-112 Disaster Recovery Planning

This course focuses on the roles and responsibilities of federal, state, tribal, and local efforts to provide guidance to develop a local disaster recovery plan. Best practices in disaster recovery and successful operational experiences are summarized for participants.

PD-113 Disaster-Resistant Economy and Jobs

This course highlights the need for the local business community to mitigate and prepare for disasters. Communities must protect their economic base in order to survive and thrive in the wake of a disaster. This course will help local leaders recognize the impact of disasters on business and industry and what steps need to be taken to lessen the impact of disaster on local jobs.

PD-114 Emergency Operations Center (EOC) Management and Operations

This course provides participants with the knowledge and skills to effectively manage and operate an EOC during crisis situations. The course includes locating and designing an EOC, how to staff, train, and brief EOC personnel, and how to operate an EOC during various situations.

READINESS SERIES:

RS-100 G-271: HAZARDOUS WEATHER AND FLOODING PREPAREDNESS

This two-day course focuses on the partnership and coordination between the National Weather Service and emergency managers. The goal is to enhance the ability to recognize potentially hazardous weather and flooding situations and coordinate an effective response to these weather events. The course will describe basic weather elements and explain how those elements combine to make hazardous weather situations. Participants will determine their community's vulnerability to identified hazards and how to interpret National Weather Service information products.

Topics and Issues to be covered:

- Module I - Course Introduction and Overview including Discussion and Summary on Hazardous Weather Events
- Module II -Weather Overview including: Basic Elements of Weather, Relative Humidity Exercise, Fronts and Air Masses, High and Low Pressure Systems, Jet Streams and Storm Tracks
- Module III - Introduction to Hazardous Weather including: Hazardous Weather Events, Risk Comparison and using the Resource Guide
- Module IV - Role of the Emergency Manager: Identify actions of the Emergency Manager, Develop a strategy for improving coordination among State and Local Officials. Reducing Hazards through Detection, Warning and Response

- Module V - National Weather Service Hazardous Weather Products: Introduction and Overview, NWS Organization, and NWS Products
- Module VI - Hydrology and Flooding: Introduction to Hydrology, River Flood Warnings and Forecasts, Local Forecast Point Information
- Module VII - Tabletop Exercise

Who Should Attend: Participants for this course are those with full or part time emergency management assignments in government, volunteer or private sector organizations. Participants are welcome from a broad range of emergency organizations including law enforcement, fire services, community planning, hospitals, health and medical facilities and services, emergency management, public works, voluntary organizations, businesses and local government officials.

Prerequisites: None

RS-102 Introduction to Hurricane Preparedness

This course will cover the meteorology, forecasting and hazards associated with hurricanes. Specialists cover preparation activities and liaison coordination among federal, state and local efforts. Regional, state and local operational concepts and practices will be introduced. Participants will have their, "How do I prepare for and protect from a hurricane?" question answered.

RS-103 G-360 HURRICANE PLANNING

This two and one-half day course is designed to assist State and local planners responsible for developing and/or revising hurricane-related emergency operation plans and procedures. The course will provide methods and techniques for using the latest information from hurricane evacuation studies and other sources in planning response operations before and after a hurricane.

Who Should Attend?

Members of State and local planning teams from local jurisdictions and private sector companies in hurricane prone areas will benefit from this course.

Prerequisites: None

FO-100 Command and Company Officer Development

This course is intended to assist fire officers with developing skills for solving diverse problems and situations they will be required to manage effectively in delivering today's ever-changing fire service. The curriculum includes a review of fire department organization and administration, management theory, leadership, communication, motivation, and operations. The course and curriculum is designed to assist the fire officer candidate or existing fire officer to identify the performance requirements necessary to perform the duties of a Company Officer and specifically identifies module levels of progression. The intent is to define performance required at the various levels of officer responsibility to meet the objectives of NFPA 1021 Standard for Fire Officer Professional Qualifications.

A focus on principles of management theory, and its application in the fire service will be facilitated. The course is intended for officers whose area of responsibility encompasses long and short range planning, budgeting and administration. Specific modules include: General Prerequisite Skills; Human Resource Management; Community and Government Relations; Administration, Inspection and Investigation; Emergency Service Delivery; and Safety.

FIRE OFFICERS DEVELOPMENT SERIES:

FO-101 Command & Control for Initial and Multiple Company Operations

This course examines the "Command Sequence" and how it relates to risk management on the fire ground or incident. "VTS" Value, Time Size, is thought of as a simple method to reduce responder risk. Strategies and Tactics are interfaced into the risk management decision making as well as resource management. Incident worksheets are also used by students to hone their skills along with tabletop exercises. Decisive and critical incident command management with a disciplined conservative approach towards tactical deployments will be taught. The infrequent occurrences and magnitude of these incidents requires insights and skill development for enhanced preparedness and application of recognition prime decision making (rpdm) based upon the size, complexity and suppression strength required to engage and mitigate these types of firefighting activities. Significant case studies, anticipated structural performance, fire loading and commodity hazards coupled with the unique requirements for air management, RIT resource allocation and implementation of special strategies and tactics are reviewed and disseminated in throughout this course.

SPECIAL OPERATIONS COURSES:

SOC-100 Rope Rescue Operations Level

Test content to follow ...

SOC-101 Vehicle Extrication Operations Level

Test content to follow ...