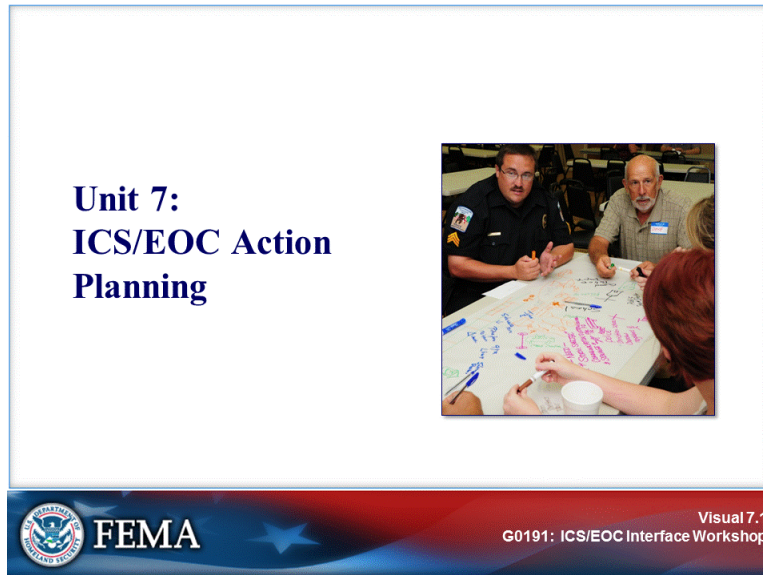

UNIT 7. ICS/EOC ACTION PLANNING

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INTRODUCTION

Visual 7.1



Key Points

This unit will provide an opportunity to work together to begin developing an ICS/EOC interface action plan for your community.

INTRODUCTION

Visual 7.2

Unit 7 Objectives

- Identify areas for improvement.
- Develop a strategy for improving ICS/EOC interface preparedness.



 **FEMA** Visual 7.2
G0191: ICS/EOC Interface Workshop

Key Points

The unit objectives are listed on the visual.


ACTIVITY: DEVELOPING ICS/EOC INTERFACE ACTION PLANS



Visual 7.3

Activity Instructions

Instructions: Working in teams:

- Complete the ICS/EOC Readiness Assessment Checklist to identify areas for improvement.
- Complete the ICS/EOC Interface Preparedness Plan to identify strategies for strengthening preparedness, including:
 - What actions need to be done.
 - Who needs to be involved.
 - When the actions can be completed.

 • ICS/EOC Readiness Assessment Checklist
• ICS/EOC Interface Preparedness Plan

 **FEMA** 

Visual 7.3
G0191: ICS/EOC Interface Workshop

Key Points

Instructions: Working in teams, complete the assessment checklist and interface preparedness plan provided in the Student Manual. Be prepared in 30 minutes to discuss your findings.

ICS/EOC Readiness Assessment Checklist

Instructions: Place a checkmark next to the actions that your jurisdiction has taken. Highlight or circle any areas where you feel there is a need for improvement.

NIMS and ICS Compliance

- Has the jurisdiction adopted the NIMS and ICS through executive order, proclamation, or legislation as the jurisdiction's official incident response system?
- Is ICS integrated into functional and system-wide emergency operations policies, plans, and procedures?
- Is ICS training provided to all responders, supervisors, and command-level officers?
- Do periodic exercises require the application of ICS management features along with interfacing with the EOC?

Emergency Operations Plans

- Are Emergency Operations Plans based on a current threat/hazard analysis and risks?
- Are Incident Command and EOC roles and delegations of authority clear?
- Is the contact information up to date?
- Are plans updated based on lessons learned from exercises and incidents?

Legal and Financial

- Do procedures and authorities for emergency purchasing and contracting exist?
- Have necessary mutual aid and assistance agreements been negotiated?
- Are coordination procedures among different levels of government (tribes, counties, State, Federal, etc.) specific and clear?

Command and Management

- Are procedures in place for:
 - Ensuring each agency involved in incident management activities is providing appropriate situational awareness and resource status information?
 - Establishing priorities between incidents and/or Area Commands?
 - Acquiring and allocating resources required by incident management personnel in concert with the priorities established by the Incident Command?
 - Anticipating and identifying future resource requirements?
 - Coordinating and resolving policy issues arising from the incident(s)?
 - Providing strategic coordination as required?
 - Ensuring improvements in plans, procedures, communications, staffing, and other capabilities are acted on following the incident(s)?

ICS/EOC Readiness Assessment Checklist (Continued)**Command and Management (Continued)**

- Has a Public Information System been established that allows for:
 - The on-scene Public Information Officer to represent and advise the Incident Command on all public information matters relating to the management of the incident?
 - The dissemination of accurate and timely information including handling media and public inquires, emergency public information and warnings, rumor response, and media monitoring?
 - Coordination of public information at or near the incident site?
 - The establishment of a Joint Information Center that includes representatives of each agency, private sector organization, and nongovernmental organization involved in incident management activities?
 - Protection and safeguarding of sensitive information?

Resource Management Systems

- Have potential resources across agencies/department, other levels of government, and the private sector been identified?
- Are there procedures and systems for:
 - Describing, inventorying, requesting, and tracking resources?
 - Activating and dispatching resources?
 - Managing volunteers?
 - Demobilization or recalling resources?
 - Financial tracking, reimbursement, and reporting?

Communications and Information Management

- Do protocols and procedures exist for:
 - Formulating and disseminating indications and warnings?
 - Formulating, executing, and communicating operational decisions?
 - Preparing for potential requirements and requests supporting incident management activities?
 - Developing and maintaining situation awareness/common operating picture?
- Can responders from different agencies (e.g., fire, police, public works) or mutual aid partners communicate with one another?
- Do you have a plan/budget for maintaining and replacing your emergency communications systems?

Training, Credentialing, and Exercising

- Have sufficient qualified personnel been identified and trained to assume positions with the ICS Command and General Staff and at the EOC?
- Have you pre-designated qualified incident management teams to staff the Incident Command and EOC based on incident complexity?

ICS/EOC Readiness Assessment Checklist (Continued)

Additional Comments on Areas for Improvement:

ICS/EOC Interface Preparedness Plan

Instructions: List the top five actions or strategies to be taken to improve the ICS/EOC interface. Identify the key players and a timeframe for completion.

| Action/Strategy | Key Players | Completion |
|------------------------|--------------------|-------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

UNIT SUMMARY

Visual 7.4

Unit Summary

What actions will be relatively easy to undertake?

What will be most challenging?

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Visual 7.4
G0191: ICS/EOC Interface Workshop

The slide features a title 'Unit Summary' at the top left. Below it are two blue speech bubbles. The top bubble contains the text 'What actions will be relatively easy to undertake?' and the bottom bubble contains 'What will be most challenging?'. To the right of the top bubble is a photograph of five people in a meeting room, gathered around a table with documents and a map. At the bottom of the slide is a red and blue banner with the FEMA logo on the left and the text 'Visual 7.4 G0191: ICS/EOC Interface Workshop' on the right.

Key Points

Discussion Questions:

- **What actions will be relatively easy to undertake?**

- **What will be the most challenging? How can you address these challenges?**

Do you have any questions or comments about the material covered in this unit?