
Unit 8: Security

STUDENT GUIDE

Objectives

By the end of this unit, students will be able to:

- Describe the roles and responsibilities of the Facilities Unit Leader in ensuring safety at the incident site.
- Describe the importance of knowing the authority and jurisdiction of the security group
- List information to be obtained from the Initial Briefing
- List information to be gathered and examined in the security size-up
- Identify key security contacts with whom the Facilities Unit Leader (FACL) should work
- Explain common security problems and measures to be addressed, including information to be gathered during a security interview
- Discuss staffing and documentation responsibilities

Methodology

This unit uses lecture, interactive activities, and discussion.

Knowledge of unit content will be evaluated through practical exercises and the Course Final upon completion of the course.

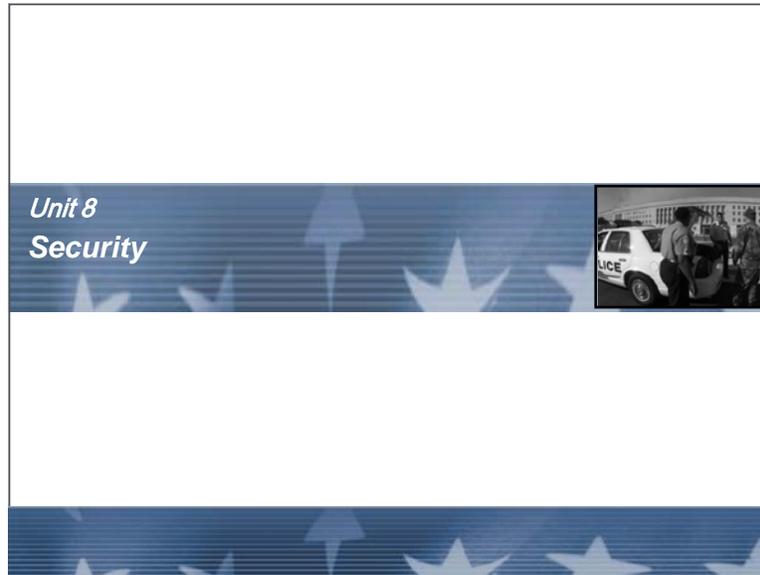
The purpose of this unit's exercise is to give students the opportunity to identify and describe a way to control potential security issues based on their classroom experiences, field work, and observations.

There is a potential for lively discussion and debate on this topic because students' experiences may vary greatly. Be prepared to manage this discussion and keep instruction at a high level when it seems that the details vary greatly among jurisdictions.

Time Plan

A suggested time plan for this unit is shown below. More or less time may be required based on the experience level of the group.

Topic	Time
Lesson	1 hour 30 minutes
Exercise 9	1 hour
Total Time	2 hours 30 minutes

**Key Points**

Scope Statement

Through this unit, students will gain a general understanding of the security issues and the Facilities Unit Leader's responsibilities. In all-hazards incident management, volunteers, the media, and urban settings may create security situations for which the Facilities Unit Leader should be prepared.

Unit Terminal Objective

Describe the roles and responsibilities of the Facilities Unit Leader in ensuring safety on the incident.

**Key Points**

Unit Terminal Objective

Describe the roles and responsibilities of the Facilities Unit Leader in ensuring safety at the incident site.

Unit Enabling Objectives

- Describe the importance of knowing the authority and jurisdiction of the security group
- List information to be obtained from the Initial Briefing
- List information to be gathered and examined in the security size-up
- Identify key security contacts with whom the Facilities Unit Leader and Security Manager (SECM) should work
- Explain common security problems and measures to be addressed, including information to be gathered during a security interview
- Discuss staffing and documentation responsibilities

Topic Authorities and Legal Implications

Authorities and Legal Implications

- Law enforcement actions have legal and civil implications
- The SECM is responsible for clarifying the authority and jurisdiction of the security organization
- Working outside the limits of this authority and jurisdiction may leave the security personnel, Incident Management Team, and the agency liable for civil or criminal prosecution

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Visual 8-3

Key Points

The main function of the Security Manager (SECM) is to make the crosswalk among the Incident Command System (ICS), the IMT, and law enforcement.

The Facilities Unit Leader's security team protects personnel at the Incident Command Post (ICP), the base, or the camp. For personnel who conduct tactical work, that is an operational responsibility.

Even if local law enforcement is put in charge of security, the Logistics Section is still responsible for ensuring and coordinating security.

The laws of search and seizure have strong legal precedent. The willful violation of these constitutional rights may leave the Security Manager personally and professionally liable for criminal prosecution and civil liability. If there are security problems at the incident site, the Security Manager may report directly to the Logistics Section Chief. If there are sensitive personnel issues, this protects the Facilities Unit Leader on a need-to-know basis.

Be sure to find out about local gun laws. Do not assume that a law enforcement officer from another jurisdiction has authority at the incident site. Check the policies regarding this matter.

Initial Briefing

- Obtain status of current security operations
- Obtain security and Personal Protective Equipment, if needed
- Obtain information to clarify security authority or jurisdiction



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Visual 8-4

Key Points

It is a good idea for the Security Manager to also attend the Operational Period Briefing in order to gain situational awareness. If there is an ongoing security issue, the Logistics Section Chief or Incident Commander will address it at the briefing.

If it looks like a security issue is going to arise, the Facilities Unit Leader should bring it up immediately to the appropriate people. Do not wait. If there is a Security Manager, he or she will be present at the Initial Briefing given by the Logistics Section Chief. Important information about the status of security operations includes personnel ordered and shift schedules.

Topic Security Size-up

Security Size-up

Evaluate the following during size-up:

- Type of incident
- Security problems to date
- Areas needing security
- Available resources
- Staffing and resource needs
- Evacuation concerns
- Demobilization concerns

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Key Points

The security size-up addresses the overall security concerns, needs, and requirements of the Incident Management Team and local agencies.

The Security Manager or Facilities Unit Leader performs the size-up using his or her own experiences and guidelines regarding incident size and complexity, and resources needed. Information gained from the size-up is used to develop the Security Plan.

Security for Incident Management Teams has risen to a new level with the all-hazards incidents that we face today. A good Security Plan avoids routine and looks at all potential holes in the plan, regardless of their likelihood. In addition, a positive identification system for Incident Management Team members, visitors, contractors, and vehicles must be enforced without exception.

Some incidents may have credentialing or badging requirements for certain areas at the incident site. These considerations should be included in the security size-up.

Security may be needed even for small issues such as parking on the grass or directing traffic. Consider all of the issues, big and small, when conducting the size-up.

- **Type of incident:** Flood, fire, hurricane, earthquake, planned event
- **Security problems to date:** Theft, unauthorized personnel, assaults, access issues and closures, media

- **Areas that need security:** Incident Command Post, base and/or camps, helibases, staging areas, incident area, closed roads
- **Available resources:** Local or agency law enforcement officers, volunteer and rescue emergency response groups, contract security, agency personnel, emergency hires
- **Staffing and resource needs:** A minimum of one security person per post, per operational period is needed
 - Order adequate resources to support staffing needs
- **Evacuation concerns:** Check with local, State, Federal, and agency organizations with regard to any area Emergency Management Services plans
 - Be aware of areas that may require evacuation of the public (e.g., recreational areas, wildland urban/interface residences)
- **Demobilization concerns:** Concerns include theft of property, search and seizure, and increased staffing needs.

Contacts and Interactions

What information should you exchange with local law enforcement?



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Key Points

- What information should you exchange with local law enforcement?

Topic **Contacts and Interactions (cont.)**

Contacts and Interactions (cont.)

What information should you exchange with other IMT members?



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Visual 8-7

Key Points

What information should you exchange with other Incident Management Team members?

Topic Areas Needing Security

Areas Needing Security

- Supply Unit
- Incident office areas, including Communications Unit
- Sleeping areas
- Parking areas
- Ingress and egress areas
- Helibase
- Traffic control
- Other



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Visual 8-8

Key Points

It is the Security Manager's and the Facilities Unit Leader's responsibility to identify areas at each incident site that need security. If there is another location within the base that needs security and the Operations Section does not provide it, the Facilities Unit Leader will most likely provide it. Provide security for contracted incident facilities to prevent vandalism, theft, and property damage.

Each incident will have its own security needs. Be sure to determine the areas at your specific incident site that need security. Some examples include:

- **Supply Unit:** They are accountable for a significant amount of property
- **Incident Command Post:** It may not be a secure area, but the individual work and office areas need to be secure
- **Sleeping Areas:** This area contains responders' personal property
- **Interpersonal Relationships:** There is the potential for clashes among incident personnel who do not get along
- **Parking Areas:** Prevent car break-ins
- **Ingress and Egress Points:** Keep track of who is coming and going in order to have some sort of accountability for incident personnel
- **Helibase:** Protect expensive equipment such as helicopters

- **Traffic Control:** It may be a huge problem in an urban area, but it may not be a significant issue in rural areas

TopicActivity: Common Security Problems

Activity: Common Security Problems

- **Large Group:** What are some security problems that may happen in your jurisdiction?
- **Small Groups:** What measures should you take to prevent and respond to these problems?

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Visual 8-9

Key Points

Security Interview

Gather information regarding:

- Time of the event
- Situation or nature of the event
- Location of the event
- Value of items lost, stolen, or damaged
- Any substantiating documents
- Any witnesses
- Any suspects

Key Points

The security interview is an information-gathering documentation process following an incident. It is important to work closely with other Unit Leaders to keep the incident facilities safe. Substantiating documents could include invoices, records, statements, or evidence.

Security Staffing

What should the Facilities Unit Leader/SECM consider when determining security staffing?



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Key Points

Issues that the Facilities Unit Leader and the Security Manager should consider when determining security staffing include: determining support needs, obtaining support staff, and providing for the safety and welfare of the assigned staff.

- Consider whether you will need 24-hour security at the incident site and how you will handle shifts
- If you want personnel with law enforcement powers, they will need to be authorized to utilize it wherever they work
 - Find out whether they are authorized to use force and, if so, what kind of force
 - Try to obtain local or Federal agency personnel
 - If police officers are coming from another jurisdiction, they need to be deputized by the local jurisdiction in order to have law enforcement authorization
- The number of staff needed depends on the size and complexity of the incident, as well as the extent of ingress and egress
- Ensure that personnel are easily identified as security staff by wearing the appropriate vests, hats, and uniforms

- Ensure that all personnel have the necessary equipment to complete their assignment, including:
 - Traffic vests
 - Flashlights
 - Signage
 - Flagging
 - Vehicles
 - Radios
 - Cell phones
 - Personal protective equipment (PPE) and other appropriate items
- Review the Incident Action Plan (IAP) to ensure that work and rest guidelines are followed
 - Make sure that security personnel receive adequate rest while maintaining adequate levels of on-duty staffing

Topic Security Documentation

Security Documentation

- Security Plan
- Activity Log (ICS Form 214)
- Law enforcement documentation



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Visual 8-12

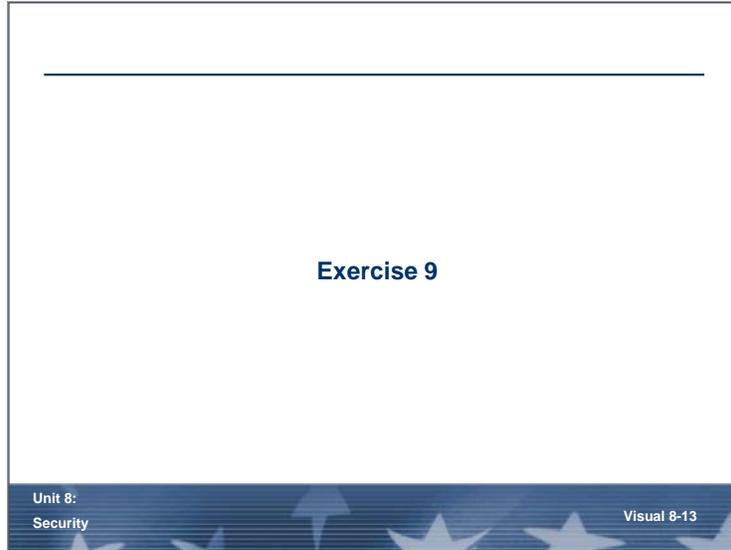
Key Points

The Security Plan is a written assessment of security needs and concerns, and the actions taken to address them. The basic components include a roster, a schedule, and the location of the assigned resources.

The Security Plan is an informal document. Some Security Managers have a template that they use, but there is no consistent, formal format.

The Activity Log (ICS Form 214), which will be explained in Unit 9, is very important for security issues. Document any security issues and actions taken on this form.

Local law enforcement documentation may vary. The Facilities Unit Leader should be familiar with the forms and the system being used. Additional documentation could include records of traffic accidents, compensation/claims investigations, criminal incident reports, lost and found, a security plan for demobilization, and personnel time reports.



Key Points

Topic Objectives Review

Objectives Review

1. *Why is it important to determine security authorities and jurisdictions?*
2. *What security information should the FACL obtain during an Initial Briefing?*
3. *What information should be examined during a security size-up?*
4. *Who are the FACL key security contacts?*
5. *What are some common security problems?*
6. *What are the FACL's security staffing and documentation responsibilities?*

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Key Points

Unit Terminal Objective

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