Objectives

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

- Describe the interactions with the Command and General Staff and other ICS functional areas that are required to perform the Division/Group Supervisor's job
- Describe what information needs to be exchanged, why the information is important, and with whom to exchange information
- Discuss how to successfully coordinate relations within the incident management organization
- Describe ways to obtain support for Division/Group resources from the Planning, Logistics, and Finance/Administration sections

Methodology

This unit uses lecture and discussion.

Content from Unit 8 will be tested during the Final Exam. Knowledge of this unit’s content (as well as all content from prior units) will be evaluated through the administration of the Final Exam (to be administered upon completion of Unit 8 [completion of the course]).
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.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lesson</td>
<td>1 hour, 30 minutes</td>
</tr>
<tr>
<td>Expectations Review</td>
<td>15 minutes</td>
</tr>
<tr>
<td>Final Exam</td>
<td>30 minutes</td>
</tr>
<tr>
<td>Final Exam Review</td>
<td>15 minutes</td>
</tr>
<tr>
<td><strong>Total Time</strong></td>
<td><strong>2 hours, 30 minutes</strong></td>
</tr>
</tbody>
</table>
Topic

Unit Title Slide

Key Points

Scope Statement

The purpose of this unit is to provide students with an opportunity to learn more about the interactions of the Division/Group Supervisor with specific members of the IMT. Students will learn that if Division/Group Supervisors are to be able to complete their job safely and successfully, they must be able to effectively coordinate actions with members of the Planning, Logistics, Finance/Administration Sections, the Safety Officer, and the Incident Commander.
Unit 8: Coordination

Topic: Unit Objectives

**Unit Terminal Objective**

Describe the interactions with the Command and General staff and other ICS functional areas that are required to perform the Division/Group Supervisor’s job.

**Key Points**

**Unit Terminal Objective**

Describe the interactions with the Command and General staff and other ICS functional areas that are required to perform the Division/Group Supervisor’s job.

**Unit Enabling Objectives**

- Describe what information needs to be exchanged, why the information is important, and with whom to exchange information
- Demonstrate how to successfully coordinate relations within the incident management organization
- Demonstrate how to obtain support for Division/Group resources from the Planning, Logistics, and Finance/Administration Sections
The early organization and establishment of lines of communication with resources assigned to the Division or Group is critical.

It is a key element necessary to the safe and effective completion of the assigned portion of the IAP.
Information Communication (cont.)

Sharing:
- From you to your assigned resources
- From your assigned resources to you
- From you to adjoining Divisions, Groups, and resources

Key Points
# Interactions with Command and General Staff

Inherent to the tasks of the Division/Group Supervisor

The ability to do this effectively will determine your success as a Division/Group Supervisor.

## Key Points

Interaction (communication and coordination) with other positions:

- In the Operations Section (including other Divisions, Groups, Air Operations, and Branch Directors)

- Other General Staff sections

- The Command Staff

These interactions are inherent to the tasks of the Division/Group Supervisor. The ability to do this effectively will determine your success as a Division/Group Supervisor.
Topic          Interactions with Command and General Staff (cont.)

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Incident Commander:
The Incident Commander provides:
  ▪ Broad direction
  ▪ Policy interpretation

Key Points

The Division/Group Supervisor may/or may not have direct contact with the Incident Commander

The Incident Commander would provide:

  • Broad direction

  • Policy interpretation
Key Points

The Division/Group Supervisor, Safety Officer, and assistants have the following interactions:

- Risk assessment and mitigation (such as trees and snags, hazardous materials, and transportation)
- May exercise authority to stop and prevent unsafe acts
- Participate in accident or incident investigations
- May act as a second set of eyes and ears for the Division/Group Supervisor
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Planning:
Most of the interactions will be with subordinate staff rather than the Planning Section Chief.
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Planning (cont.):
Resources Unit Leader (RESL):
- Maintains current incident resource status
- Assembles Task Forces and Strike Teams
- Prepares the ICS Form 204 - Assignment List

Key Points

- Resources Unit Leader (RESL):
  - Maintains current incident resource status
  - Handles check-in function
  - Assembles Task Forces and Strike Teams
  - Prepares the ICS Form 204 - Assignment List
- When doing role call for resources, the RESL may be able to help you out
Unit 8: Coordination

Topic: Interactions with Command and General Staff (cont.)

**Key Points**

Situation Unit Leader (SITL):

- Incident prediction and probabilities (behavior, perimeter, size, weather)
- Maps and photo services and GIS
  - Incident perimeter
  - Traffic routes and drop point locations
  - Helispots
  - Transportation system information
  - Situation status
  - Weather
  - Perimeter
  - Infrared imagery services
  - Incident observations
  - Summary and status of accomplishments
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Planning (cont.): Documentation Unit Leader (DOCL):

- Copying and duplication services
- Files narratives, ICS Form 214, and others

Key Points
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Planning (cont.):
Demobilization Unit Leader (DMOB):
- Preparation of Demobilization Plan
- Check-out procedures

Key Points
Topic Interactions with Command and General Staff (cont.)

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Planning (cont.):
Technical Specialists:
- Meteorologist
- Training Specialist
- Rehabilitation Specialist
- Urban Search and Rescue
- Hazardous materials specialist
- Seismologist

Key Points

There could be a number of technical specialists that you could interact with or that could be assigned to your Division/Group:

- Fire Behavior Analyst
- Meteorologist
- Training Specialist
- Rehabilitation Specialist
- Urban Search and Rescue
- Hazardous Materials Specialist
- Seismologist
- Other specialists as needed
Unit 8: Coordination

Topic
Interactions with Command and General Staff (cont.)

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics:
- Interaction is critical for accomplishment of the job
- Most interactions will take place with subordinate staff rather than the Logistics Section Chief

Key Points

When dealing with Logistics, be sure to give them advance notice and explain what is must-have and what is need-to-have.
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics (cont.):
Supply Unit Leader (SPUL):
- Establishes times, methods by, and locations where supplies are to be delivered and returned
- Tactical items
- Logistical items (including rations)

Key Points

- Establishes times, methods by, and locations where supplies are to be delivered and returned
- Identifies need for and arranges availability of specialized tools and equipment
- Issues, inventories, account for and returns equipment and supplies
- Identifies needs in advance, if possible:
  - Tactical items
  - Logistical items (including rations)
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics (cont.)
Ground Support Unit Leader (GSUL):
- Support and transportation vehicles
- Crew transports
- Tactical vehicles and support
- Fueling, maintenance, and repairs
- Transportation Plan

Key Points

- Support and transportation vehicles
- Crew transports
- Overhead vehicles
- Service rigs
- Tactical vehicles and support (such as engines, dozers, tenders, excavators, and cranes)
- Fueling, maintenance, and repairs
- Transportation Plan
- Signage
- Drop points
- Road systems
- Water sources
- Safety
- Road conditions
- Speeds
- Dust
- Alternate routes and drop points
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics (cont.)

Communications Unit Leader (COML):
- Resolves communications problems
- Maintains, repairs, and replaces radios
- Coordinates message center operations

Key Points

COML:

- Obtains radios, cellular phones, batteries, antennas, and other communications equipment
- Assigns and approves frequencies
- Tactical and logistical
  - Resolves communications problems
  - Maintains, repairs, and replaces radios
  - Coordinates message center operations
Division/Group Supervisor and Logistics (cont.)

Facilities Unit Leader (FACL):
- Base and Camp establishment, maintenance, and organization
- Site location and layout
- Security

Key Points

- Base and Camp establishment, maintenance, and organization
- Site location and layout
- Sanitation
- Lighting
- Sleeping areas
- Showers
- Security
Unit 8: Coordination

Key Points

FDUL:

- Meals
- Caterer (contract administration)
- Kitchen
- Hot food containers
- Sack lunches
- Fruit
- Juices and drinks

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics (cont.)
Food Unit Leader (FDUL):
- Meals
- Caterer (contract administration)
- Kitchen
- Potable water
Potable water

Topic: Interactions with Command and General Staff (cont.)

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Logistics (cont.)
Medical Unit Leader (MEDL):
  ■ Paramedics, EMTs, and other medical staff
  ■ Preventative care
  ■ First aid treatment
  ■ Evacuations
  ■ Comp-for-injury documentation

Key Points

MEDL:

• Paramedics, EMTs, and other medical staff
• Preventative care
• First aid treatment
• Medications and medical supplies
• Evacuations
• Ambulance
• Air
• Comp-for-injury documentation
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Finance/Administration

Most interactions will take place with subordinate staff rather than the Finance/Administration Section Chief.

Key Points
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Finance/Administration
Time Unit Leader (TIME):
- Personnel time recording
- Commissary

Key Points
Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Finance/Administration (cont.)

Procurement Unit Leader (PROC):
- Procurement and contract administration
- Information on contracts and agreements
- Payment documents

Key Points

- Procurement and contract administration
- Information on contracts and agreements
- Equipment time recording
- Payment documents
- Local vendors
Unit 8: Coordination

Topic: Interactions with Command and General Staff (cont.)

Interactions with Command and General Staff (cont.)

Division/Group Supervisor and Finance/Administration (cont.)
Compensation/Claims Unit Leader (COMP):
- Comp-for-injury documentation processing
- Written authority for persons requiring medical treatment

Key Points

- Comp-for-injury documentation processing
- Written authority for persons requiring medical treatment
- Claims investigation and documentation
- Potential areas where claims could arise
Objectives Review

What support would you seek from:

- The Planning Section?
- The Logistics Section?
- The Finance/Administration Section?

Key Points

Unit Terminal Objective

Describe the interactions with the Command and General staff and other ICS functional areas that are required to perform the Division/Group Supervisor's job.

Unit Enabling Objectives

- Describe what information needs to be exchanged, why the information is important, and with whom to exchange information
- Demonstrate how to successfully coordinate relations within the incident management organization
- Demonstrate how to obtain support for division/group resources from the Planning, Logistics, and Finance/Administration Sections
Topic: Review Course Expectations

Key Points

Review Course Expectations
Topic  
Final Exam

Key Points

Follow directions from the instructor for final exam.