Unit 7: Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Objectives

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

- Create and publish a properly constructed Incident Radio Communications Plan (ICS Form 205) and a Communications Resource Availability (Form 217A)
- Explain the purpose of Incident Radio Communications Plan (ICS Form 205)
- Identify critical information to be included in an ICS Form Radio Communications Plan by completing the Communications Resource Availability (Form 217A)
- Identify security requirements for Communications Resource Availability (Form 217A) and Incident Radio Communications Plan (ICS Form 205)
- Describe the proper dissemination of the Incident Radio Communications Plan (ICS Form 205)

Methodology

This unit involves lecture, discussion based activities, and exercises.

Knowledge of unit content will be evaluated through administration of the final exam (to be administered upon completion of the course). Instructors will evaluate students' initial understanding through facilitation of Exercise 7.

The purpose of Exercise 7 is to complete an Incident Radio Communications Plan (ICS Form 205) to provide a command and tactical channels for all resources. This exercise is scheduled to last approximately 45 minutes. The instructor will use a build slide to demonstrate how to complete a blank Incident Radio Communications Plan (ICS Form 205). Based on this information, the students will discuss the significance of the information received and what conclusions to draw as they create a 205.

The purpose of this unit is to provide the student with an understanding of the Communication Unit Leader’s responsibility for the development, completion and publication of the Incident Radio Communications Plan (ICS Form 205) and how using the Communications Resource Availability (Form 217A) as a tool assists in creating the Incident Radio Communications Plan (ICS Form 205).
## 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>
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<tr>
<td>Exercise 7</td>
<td>45 minutes</td>
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<td><strong>1 hours, 45 minutes</strong></td>
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This page is intentionally left blank.
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

**Topic**  Unit Terminal Objective

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**Unit Terminal Objective**

At the end of this unit, students will be able to create and publish a properly constructed Incident Radio Communications Plan (ICS Form 205) and a Communications Resource Availability (Form 217A).

**Unit Enabling Objectives**

- Explain the purpose of Incident Radio Communications Plan (ICS Form 205)
- Identify critical information to be included in an Incident Radio Communications Plan (ICS Form 205) by completing Communications Resource Availability (Form 217A)
- Identify security requirements for ICS Forms 217A and 205
- Describe the proper dissemination of the Incident Radio Communications Plan (ICS Form 205)
Key Points

Purpose
The ICS Form 205 Radio Communications Plan provides information on all radio frequencies or trunked radio systems talkgroup assignments for each operational period.

Preparation
The ICS Form 205 Radio Communications Plan is prepared by the Communications Unit Leader.

Distribution
The prepared ICS Form 205 Radio Communications Plan is delivered to the Planning Section Chief for inclusion in the Incident Action Plan. If a Planning Section Chief is not appointed for the incident, the COML is responsible for the distribution of the completed ICS Form 205 Radio Communications Plan.
Topic Incident Radio Communications Plan (ICS Form 205)—Purpose

Key Points

The Incident Radio Communications Plan is a summary of information pulled from the ICS Form 216 - Radio Requirements Worksheet) and the ICS Form 217 - Radio Frequency Assignment Worksheet Communications Resource Availability (Form 217A).

The Incident Radio Communications Plan (ICS Form 205) is a part of the IAP, is completed by the Communications Unit Leader, and is primarily meant for incident operations.
**Key Points**

Command radio networks that are unclassified should be included on the form.

Secure or secret networks such as those used by the National Guard should not be included on the official Incident Radio Communications Plan (ICS Form 205) included in the IAP.

The Communications Unit Leader should have a personal, unpublished copy that is comprehensive.

Some Communications Unit Leaders place the tactical nets first on the Incident Radio Communications Plan (ICS Form 205), rather than the command net, so that operations section personnel have easy access to the channels that they use most often.

There may a requirement for more networks than you have channels available. The Communications Unit Leader should meet with Operations Section to determine which frequencies might be shared.
Unit 7 Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

## Topic
Incident Radio Communications Plan (ICS Form 205)—Specific Contents

### Key Points
- Repeater locations
- Incident location
- Patched channels
- Command Repeater net operations
- Air operations—AM and FM
- Air-to-ground
- Air Guard
- Local permanent repeater nets
- Wideband/narrowband/analog/digital issues
- Use of tones/Network Access Codes (NAC)
- Other pertinent information
- National Interagency Fire Center (NIFC) Standard
- NIFC Cache radios generally have 14 or 16 channels in a group
- One group is set aside as the incident group and will be programmed to meet the incident needs with command and tactical nets
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic  Incident Radio Communications Plan (ICS Form 205)—Preparation

**ICS Form 205 – Preparation**

1. Develop a list of needed functions
   - Who is here?
   - What divisions, groups, or tasks will they be performing?
2. Work with the Operations Section Chief to determine required network assignments
3. Create the ICS Form 205 – Incident Radio Communications Plan

---

**Key Points**

When developing an ICS Form 205 Radio Communications Plan, it’s important to gather and organize the relevant information before completing the form:

- Develop a list of functions and what agencies are at the incident
  - List assets (radio types and bands) they came with
- Work with the Operations Section Chief to determine required network assignments
- Create the ICS Form 205 Radio Communications Plan
Information from the Radio Communications Plan is placed on Assignment Lists (ICS Form 204).

The ICS Form 205 Radio Communications Plan is delivered to the PSC and delivered to the appropriate Communications POC.

This way the incident does not inadvertently use a frequency/talkgroup that will interfere with other operations.
Unit 7 Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic Communications Resource Availability (Form 217A)

Form 217A Communications Resource Availability

<table>
<thead>
<tr>
<th></th>
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Handout 7-2: ICS Form 217 Radio Frequency Assignment Worksheet
Handout 7-3: Form 217A Communications Resource Availability

Key Points
### Form 217A Communications Resource Availability

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<tr>
<th>Channel Configuration</th>
<th>Channel Name / Trusted Radios System Task Group</th>
<th>Region / Zone</th>
<th>Mobile / FM Task</th>
<th>N / Y</th>
<th>RX Tone / MIC</th>
<th>Mobile / FM Task</th>
<th>N / Y</th>
<th>TX Tone / MIC</th>
<th>Mode</th>
<th>Notes</th>
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<tr>
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<td>N</td>
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<td>462.4625</td>
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### Key Points
Form 217A Communications Resource Availability

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<tr>
<th>Channel Configuration</th>
<th>Channel Name / Trunked Radio System Task Group</th>
<th>Dynamic Channel</th>
<th>Mobile RX/ TX Prio.</th>
<th>RX Text/ Voice</th>
<th>Mobile TX/ Text Prio.</th>
<th>N/W</th>
<th>TX Text/ Voice</th>
<th>Mode A, D, E, F</th>
<th>Notes</th>
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<td>VHF-110</td>
<td>M</td>
<td>38.7, 161.5</td>
<td>M</td>
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<td>38.7</td>
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<tr>
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<td>38.7, 161.5</td>
<td>M</td>
<td>38.7, 161.5</td>
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<td>38.7</td>
<td>A</td>
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<tr>
<td>Simplex</td>
<td>170-190</td>
<td>M</td>
<td>38.7, 161.5</td>
<td>M</td>
<td>38.7, 161.5</td>
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<td>38.7</td>
<td>A</td>
<td>Tactical Simplex</td>
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<tr>
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<td>38.7</td>
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<td>M</td>
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<td>38.7</td>
<td>A</td>
<td>Tactical Simplex</td>
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<tr>
<td>Simplex</td>
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<td>M</td>
<td>38.7, 161.5</td>
<td>M</td>
<td>38.7, 161.5</td>
<td>N</td>
<td>38.7</td>
<td>A</td>
<td>Tactical Simplex</td>
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<tr>
<td>Simplex</td>
<td>170-190</td>
<td>M</td>
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<td>M</td>
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<td>38.7</td>
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</table>

Key Points

Unit 7: Develop and Disseminate the Incident Radio Communications Plan

Visual 7-11

November 2014  Course E/L-969: Communications Unit Leader—Student Guide  Page 7-15
The Communications Resource Availability Worksheet is prepared by a Communications Coordinator or Communications Unit Leader in an administrative setting prior to an incident. During an incident, a Communications Unit Leader may use the tools of popular word processing or spreadsheet software, to “copy” a line from a completed Communications Resource Availability (Form 217A) and “paste” the line directly to an Incident Radio Communications Plan (ICS Form 205). This minimizes the technical information regarding a channel or talkgroup from being copied incorrectly when completed by hand. In addition, the Communications Resource Availability (Form 217A) provides a standardized template for the presentation of channels or talkgroups that might be considered for use by appropriate personnel during an incident.
When building your Form 217A, ensure that the format matches your ICS Form 205.
Unit 7: Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic: Incident Radio Communications Plan (ICS Form 205)

ICS Form 205 (cont’d)

- When completing the ICS Form 205 Radio Communications Plan, remember your audience!
- Clarity and accuracy are essential!

Key Points
Unit 7 Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic Incident/Unified Command Communications Pathway

Key Points

Incident/Unified Command Communications Pathway

<table>
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<tr>
<th>COMMAND</th>
<th>CFD TAC1 151.3550</th>
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<td>OPERATIONS</td>
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<td>LOGISTICS</td>
<td>UTAC41D 453.4625</td>
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<td>FIRE</td>
<td>VTAC12 154.4525</td>
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<td>LE</td>
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<td>Air to Ground 170.000</td>
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<tr>
<td>EMS</td>
<td>VTAC13 158.7375</td>
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</tbody>
</table>

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Unit 7 Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic Functional Assignments

Key Points

This is an example of how it can be built.
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic  Functional Assignments (cont.)

Key Points

Functional Assignments

The IC, Command, and General Staff all carry compatible VHF radios. Incident Command will be established on CFD TAC1 (Duplex).

How will agency representatives communicate with their agency?

Visual 7-17
Unit 7: Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic: Functional Assignments (cont'd)

**Key Points**

- Functional Assignments:
  - Agency reps will communicate on their support net.
  - What is an alternative to using the Command Net for the Operations Section?

---

Visual 7-18: Develop and Disseminate the ICS Form 205—Incident Radio Communications Plan.
Unit 7
Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic
Functional Assignments (cont'd)

Key Points

![Functional Assignments Diagram]

**Functional Assignments**
The Operations Section Chief and Branch Directors carry compatible VHF radios. They will operate a tactical net on VTAC1 151.1375.

**Will the Communications Unit need a logistics net?**

Unit 7:
Develop and Disseminate the ICS Form 205—Incident Communications Plan

Visual 7-19
Functional Assignments (cont'd)

Yes, the Communications Unit will operate on UTAC41D 453.4625

What tactical net will be assigned to the Fire Branch?

Unit 7: Develop and Disseminate the Incident Radio Communications Plan

Key Points
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic  Functional Assignments (cont'd)

Key Points

![Functional Assignments Diagram]

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Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic  Functional Assignments (cont'd)

Key Points
Topic: Functional Assignments (cont'd)

Key Points
Unit 7: Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic: Functional Assignments (cont'd)

Key Points

![Diagram of Functional Assignments]

The EMS Branch will use VTAC13 158.7375 and may add an additional transportation tactical channel.
Unit 7  Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic  Completion of ICS Form 205

Completion of ICS Form 205

Key Points
Completion of ICS Form 205 (cont’d)

Key Points
Completion of ICS Form 205 (cont'd)
### Completion of ICS Form 205 (cont'd)

**INCIDENT RADIO COMMUNICATIONS PLAN (ICS Form 205)**

<table>
<thead>
<tr>
<th>Part</th>
<th>Station</th>
<th>Function</th>
<th>Incident</th>
<th>Initial Setup</th>
<th>Radios/Equipment</th>
<th>Assignment</th>
<th>Amt Used</th>
<th>Min/Max</th>
<th>Notes (In/Out)</th>
<th>Remarks</th>
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### Key Points

**Visual 7-28**

- [Image of a visual or diagram related to the topic]
## Completion of ICS Form 205 (cont’d)

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</table>

### Key Points

- **INCIDENT RADIO COMMUNICATIONS PLAN (ICS Form 205)**

- **Objective:**
  - Develop and disseminate the Incident Radio Communications Plan.

- **Communications Plan:**
  - Develop a plan for the effective use of radio communications.

- **Key Points:**
  - Completed ICS Form 205.
  - Key points include setting up and managing radio channels, ensuring clear communication among incident command staff.

- **Operational Considerations:**
  - Consideration of radio equipment, frequency usage, and communication protocols.

- **Visual 7-29:**
  - Diagram or visual representation of the Incident Radio Communications Plan.

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**Page 7-33**
**Unit 7**
Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

**Topic**
Completion of ICS Form 205 (cont'd)

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**Completion of ICS Form 205 (cont'd)**

**Key Points**

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**Completion of ICS Form 205**

**Visual 7-30**

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**Unit 7**
Develop and Disseminate the ICS Form 265—Incident Radio Communications Plan

---
**Completion of ICS Form 205 (cont’d)**

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<th>Chapter</th>
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<tr>
<td><strong>ICS Form 205</strong></td>
<td><strong>Unit 7</strong> Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)</td>
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<td><strong>Topic</strong></td>
<td><strong>Completion of ICS Form 205 (cont’d)</strong></td>
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### Key Points

**Unit 7: Develop and Disseminate the ICS Form 205—Incident Radio Communications Plan**

**Visual 7-31**

- **Date:** November 2014
- **Course:** E/L-969: Communications Unit Leader—Student Guide
- **Page:** 7-35
Key Points

Regardless of how tightly you keep ICS Forms 205 or 217A, don't consider any channel secure unless it is encrypted.
Key Points

- Department of Homeland Security (DHS) restricts the publication of detailed frequency and programming information regarding Urban Search & Rescue (USAR) and Disaster Medical Assistance Team (DMAT) channels to DHS-authorized personnel who have obtained the necessary clearances.
- Therefore, US&R and DMAT frequencies will not be published on an ICS 205, even if known to the COML.
- This same philosophy may apply to Bomb Squad, SWAT team, military teams, intelligence gathering, or other channels being used.
Encryption many times can be a hindrance to interoperability. All encryption is not equal.

Key management is critical to maintaining effectiveness and interoperability.

Key management will likely not be delegated to the Communications Unit Leader. It is important that the Communications Unit Leader identify and work with the system managers responsible for key management.
Sample Security Statement for ICS 217A/205

This document and other records, including data specifically associated with this document, relate to unique and specific vulnerability assessments and/or Deployment plans in the event of CRIMINAL TERRORISM and are protected by the 2002 Public Disclosure Act amendments, Section 42.17.310(1)(w), and as such they must be treated as confidential.

Key Points
The purpose of Exercise 7 is to complete an Incident Radio Communications Plan (ICS Form 205) to provide a command and tactical channels for all resources. This exercise is scheduled to last approximately 45 minutes. The instructor will use a build slide to demonstrate how to complete a blank Incident Radio Communications Plan (ICS Form 205). Based on this information the students will discuss the significance of the information received and what conclusions to draw as they create a simple ICS Form 205.
Unit 7 Develop and Disseminate the Incident Radio Communications Plan (ICS Form 205)

Topic Objectives Review

Key Points

Unit Terminal Objectives
At the end of this unit, students will be able to create and publish a properly constructed ICS Form 205 Incident Radio Communications Plan. The student will also complete Communications Resource Availability (Form 217A).

Unit Enabling Objectives
• Explain the purpose of Incident Radio Communications Plan (ICS Form 205)
• Identify critical information to be included in an Incident Radio Communications Plan (ICS Form 205) by completing Communications Resource Availability (Form 217A)
• Identify security requirements for ICS Forms 217A and 205
• Describe the proper dissemination of the Incident Radio Communications Plan (ICS Form 205)