Unit 6: Incident Action Plan
Safety Analysis

STUDENT GUIDE
Objectives

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

- Understand the purpose, components, and use of ICS Form 215A, Incident Action Plan Safety Analysis
- Describe the components of ICS Form 215A, Incident Action Plan Safety Analysis
- Complete ICS Form 215A, Incident Action Plan Safety Analysis, given a scenario

Methodology

This unit uses lecture, exercises, and discussion.

Content from this unit will be tested through the Final Exam, as well as through the facilitation of Exercise 7. The purpose of this exercise is to provide participants with an opportunity to practice informing the Incident Management Team of the hazards and risks of tactical operations, as well as the mitigations planned for those hazards and risks. This exercise will last approximately 75 minutes. Participants will individually fill out ICS Form 215A, Incident Action Plan Safety Analysis, and the Special Instructions box (Box 8) on ICS Form 204 for one Division/Group, using ICS Form 215 for the Train Derailment Scenario and the mitigations listed in Exercise 6. In their small groups, participants will select one student’s ICS Form 215A and fill in a wall-sized version of the form, which will then be presented to the rest of the class.
## 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</td>
</tr>
<tr>
<td>Exercise 7</td>
<td>1 hour 15 minutes</td>
</tr>
<tr>
<td><strong>Total Time</strong></td>
<td><strong>2 hours 15 minutes</strong></td>
</tr>
</tbody>
</table>
Key Points

Scope Statement

Through this unit, students will gain a general understanding of the use of ICS Form 215A, Incident Action Plan Safety Analysis. Students will become familiar with the purpose of this form and the role of the Safety Officer to inform responders of the hazards and risks associated with tactical operations and specific high-priority situations, as well as the planned mitigations for those hazards and risks.
Unit Terminal Objective

Understand the purpose, components, and use of ICS Form 215A – Incident Action Plan Safety Analysis.

Key Points

Unit Terminal Objective


Unit Enabling Objectives

• Describe the components of ICS Form 215A, Incident Action Plan Safety Analysis
• Complete ICS Form 215A, Incident Action Plan Safety Analysis, given a scenario
Topic

Unit Overview

- Incident Safety Analysis
- Developing ICS Form 215A
- Prioritizing hazards, risks, and locations
- Displaying the information

Key Points

This unit covers the following:

- Incident Safety Analysis
- Developing ICS Form 215A, Incident Action Plan Safety Analysis
- Prioritizing hazards, risks, and locations
- Displaying the information
Once the hazards have been identified and prioritized, the next step is to communicate specifically what will be done to mitigate them.

This is done with ICS Form 215A – Incident Action Plan Safety Analysis.

Key Points

Previous units discussed identifying and prioritizing hazards and risks. ICS Form 215A, Incident Action Plan Safety Analysis, is the first place where the Safety Officer begins communicating about hazards, risks, and mitigations.
ICS Form 215A, Incident Action Plan Safety Analysis, is just controlled notes to organize and present the information that previous units talked about gathering and processing.

In Box 5, Incident Area, enter the incident areas where personnel or resources are likely to encounter risks. This may be specified as a Branch, Division, or Group.

In Box 6, Hazards/Risks, list the types of hazards and/or risks likely to be encountered by personnel or resources at the incident area relevant to the work assignment.

In Box 7, Mitigations, list actions taken to reduce risk for each hazard indicated (e.g., specify personal protective equipment or use of a buddy system or escape routes).
**Key Points**

The Tactics Meeting is led by the Operations Section Chief, who tells the rest of the group the plan for the next operational period. This could be done verbally, but after the first few operational periods, it will most likely be on ICS Form 215, Operational Planning Worksheet. The rest of the participants give feedback on the plan and determine whether they can support it.

- **Planning (Resource Unit):** Determines whether the needed resources are available on hand
- **Logistics:** Obtains what is needed
- **Air Operations (or other specific Branches, depending on the incident, for example, industry representative for HAZMAT incident):** Is present if there is a large tactical and support role for that Branch
- **Communications:** Communications is always a big issue, especially as incidents become more complex
- **Safety:** Makes a quick judgment about the safety of the suggested operations and recommends changes that should be made before the Planning Meeting
Topic: Developing ICS Form 215A

Key Points

Developing ICS Form 215A
Developing ICS Form 215A (cont.)

- Components of ICS Form 215A – Incident Action Plan Safety Analysis
- Handout 6-1: Sample Incident Safety Analysis

Key Points

Refer to Handout 6-1, Sample Incident Safety Analysis.
Topic  Developing ICS Form 215A (cont.)

Developing ICS Form 215A (cont.)

Examples of ways to identify hazards:
- Personal observation and/or experience
- Checklist
- Communication with incident personnel
- Trends
- Locals

Key Points

Examples of ways to identify hazards (these will be included on ICS Form 215A):

- Personal observation and/or experience
- Checklist
- Communication with incident personnel
- Trends
- Locals
Developing ICS Form 215A (cont.)

- Examples of risks:
  - Hazard mitigation
  - Confined space
  - Downhill line construction
  - Air Operations
  - Slip, trip and fall

Key Points

Examples of risks (these will be included on ICS Form 215A):

- Hazard mitigation (which can create risks as well)
- Confined space
- Downhill line construction
- Air Operations
- Slip, trip, and fall
Topic  Mitigation as a Risk

Mitigation as a Risk

Key Points
Topic: Mitigation as a Risk (cont.)

Mitigation as a Risk (cont.)

- What if mitigating the hazard of long, dusty roads causes other risks?

Key Points

Creating one-way roads, slowing down traffic, or taking transportation breaks for dust abatement may cause other risks, including long crew shuttles that increase fatigue among personnel.

You could handle that problem by creating camps, using aviation, or splitting operational periods. However, camps and aviation also have their own hazards.

The bottom line is that the Safety Officer not only has to work to mitigate the hazards and risks of the operations as planned, but he or she must anticipate the hazards and risks caused by the actions taken to mitigate the original hazards and risks.
Developing ICS Form 215A (cont.)

Prioritize the hazards and risks. For example:

1. Road Conditions
2. Crew Shuttles
3. Urban Search and Rescue (USAR)

Key Points

This is where the risk/hazard analysis process and the different models come into play. The Safety Officer has to be able to anticipate the risks and hazards that will occur.
Topic: Prioritization

Prioritization

For example:
- Public/Responder health and safety
- Urban interface
- Tactical Operations
- Air Operations
- USAR
- Environmental concerns/HAZMAT Operations

Key Points
Key Points

Public and personnel safety is the highest priority of an incident. Hazardous material that spills into water is a threat to personnel, who are the responsibility of the Safety Officer.

However, this is also a threat to public health. The Safety Officers, Assistant Safety Officers, and Technical Specialists assigned to Safety Operations will have a role in minimizing the harm that these incidents can cause the public.
Prioritization (cont.)

- These areas are the most likely to have severe consequences because a large number of people can be injured

Key Points

Every State has an urban interface issue, whether it is where wildland abuts a town, or where a highway divides farms and fields from residential and commercial areas.

In addition, railroads and highways transport a lot of hazardous material and there is the possibility of creating an incident that can affect a lot of people.

Any event that happens near people is likely to attract spectators, and every incident will attract the media. You may not have invited these people to the incident, but their safety becomes the Safety Officer’s responsibility while they are present.

Political considerations can complicate response issues where people and businesses are concerned. The Safety Officer may have to deal with a demand to rush through operations in order to appease political pressures on the IMT.
Decontamination of civilians is both a challenge and a safety issue. If there are hazardous materials being transported on roads (and there are), then this is something that the IMT needs to be prepared to handle.
**Key Points**

Decontaminating a lot of people quickly has many associated problems:

- **Privacy**
- **Cold water use in winter**
- **People who refuse to go through the line**
- **People who refuse to give up personal belongings**

The Safety Officer is responsible for the safety and welfare of all people at an incident, even if they are not working for the IMT.
Key Points

Frontline operational and tactical activities during any incident are inherently dangerous. These are typically more hazardous than other parts of the incident (e.g., demobilization, overhaul) and are a priority.

One photo is from the rescue of a person who fell off of the road, broke an ankle, and had to be airlifted out. The other shows firefighters investigating a fire-damaged structure in an area with heavy smoke.
Topic
Prioritization – Air Operations

Prioritization – Air Operations

- Air Operations have less exposure to incident personnel
- Much higher risk due to extreme consequences

Key Points

Air Operations have less exposure to incident personnel, but much higher risk due to the extreme consequences of any error.
Prioritization – USAR

- This is a high priority due to the unique hazards and complexity of the USAR environment

Key Points

USAR is a priority because it is a very complex and unique operation.
Hazardous materials spills always bring environmental concerns that must be kept in mind while focusing on life-saving operations.

Tactical changes for environmental concerns are another example of where mitigation creates more risks.
ICS Form 204 – Assignment List

Key Points

Mitigations for each Group, Division, and Branch are included on ICS Form 204, Assignment List. Use the Special Instructions box (Box 7) for the mitigations, as well as to outline the specific hazards and risks for that Unit.
Topic
Exercise 7

Key Points

Follow directions from the instructor on how to complete this exercise.
Objectives Review

What are the components of ICS Form 215A - Incident Action Plan Safety Analysis?

Key Points