



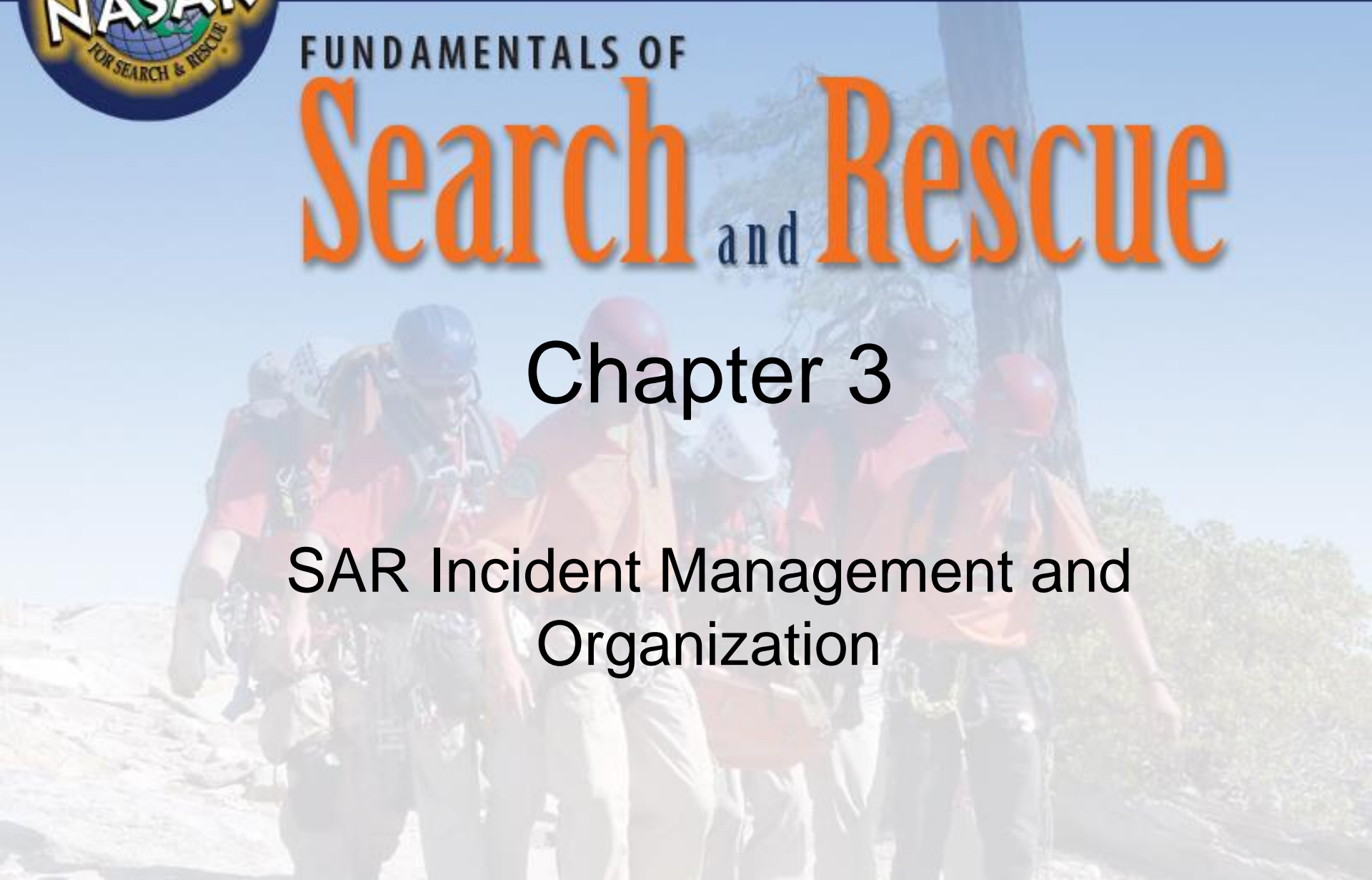
National Association for Search and Rescue

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Chapter 3

SAR Incident Management and
Organization





Objectives (1 of 3)

- List the five major sections within the Incident Command System and explain their primary functions.
- Give the titles and explain the general duties of Command and General staff members.
- Match organizational units to appropriate Operations, Planning, Logistics, or Finance/Administration sections.



Objectives (2 of 3)

- Match supervisory titles to appropriate levels within the ICS.
- Describe the terms used to name major incident facilities, and state the function of each.
- Describe an Incident Action Plan and how it is used.



Objectives (3 of 3)

- Describe guidelines for the span of control within an incident's organizational structure and in the use of resources.
- Describe the common responsibilities (general instructions) associated with incident or event assignments.
- Describe several applications for the use of ICS.



Incident Management System

- The incident management system must be:
 - Organizationally flexible
 - Usable on a day-to-day basis
 - Scalable
 - Standardized
 - Cost effective



“All Risk” Incident Management System

- Incident Command System (ICS)
 - Developed by interagency task force (FIRESCOPE)
 - Organizes and manages all functions involved in any type of emergency incident
- SAR personnel from across the country have adopted it because it works!

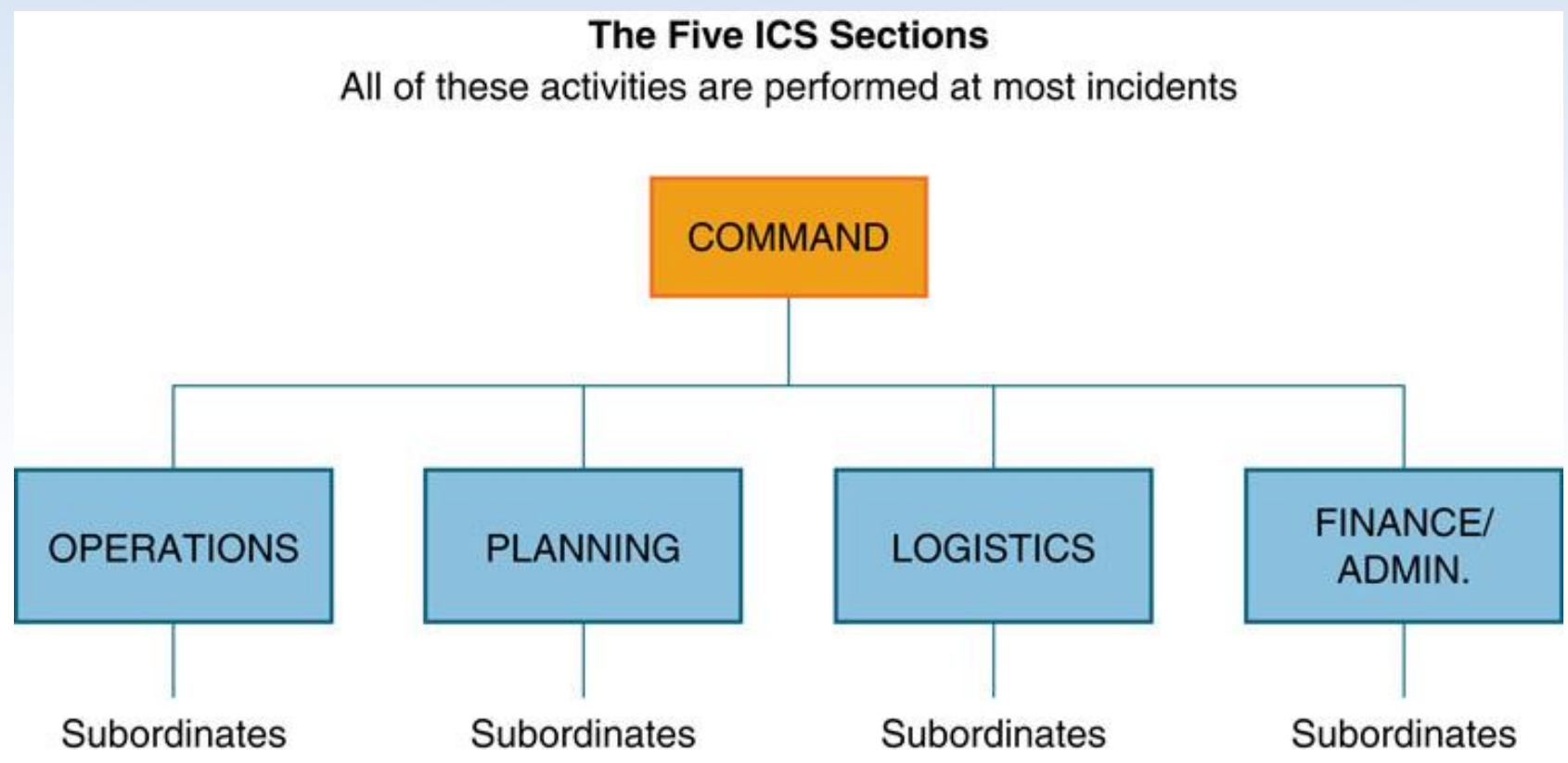


Primary ICS Functions

- Organization of ICS is built around five major functional areas or sections (General Staff):
 - Incident Command
 - Operations
 - Planning
 - Logistics
 - Finance/Administration



Primary ICS Functions: Organizational Chart





Incident Command (1 of 2)

- Ensures effective management of the incident
- Selects an overall strategy
- Establishes incident objectives
- Approves the Incident Action Plan (IAP)

Incident Command (2 of 2)

- Coordinates and approves requests for resources
- Delegation of authority (not responsibility)





Command Staff

- IC designates personnel to handle management activities and services.
 - Safety Officer—Monitors safety conditions
 - Liaison Officer—Primary contact of assisting and cooperating agencies
 - Information Officer—Primary contact for groups seeking information about the event

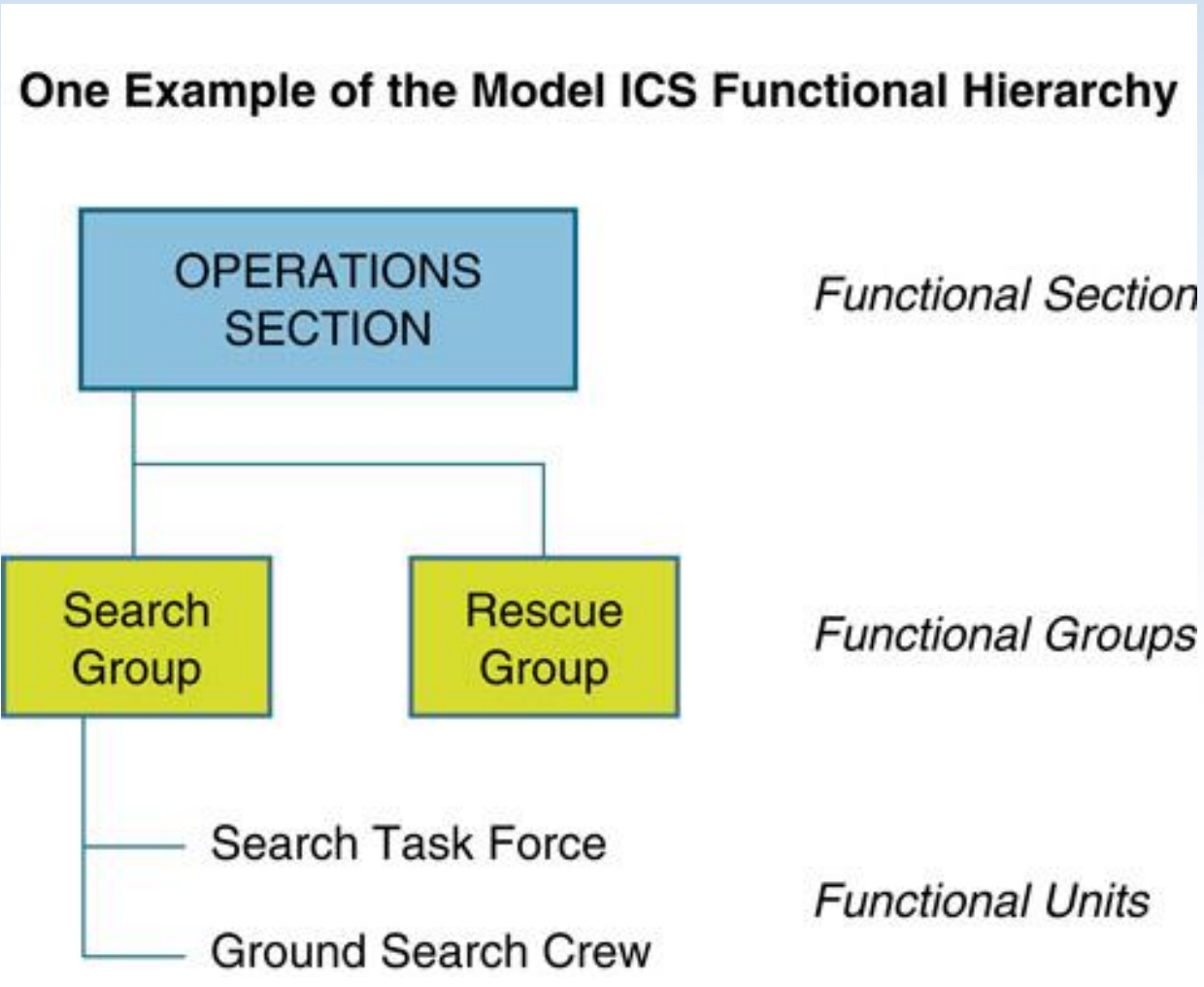


Operations (1 of 4)

- Directs and coordinates all incident tactical operations
- Organization develops from the bottom up, as resources are needed.
 - By resource—single, strike team, or task force
 - By division, group, or branch
 - Staging areas (operations responsibility)



Operations (2 of 4)





Operations (3 of 4)

- Functional Groups
 - Established to describe functional areas of operation
 - Determined by the needs of an incident
 - Managed by supervisors
 - *Examples:* K9 Groups and Medical Groups

Operations (4 of 4)

- Geographic Divisions
 - Established to divide an incident area geographically
 - Often utilize natural barriers as division boundaries
 - *Example:* Floors of a high rise





Planning (1 of 2)

- Planning Section:
 - Maintains resource status
 - Maintains situation status
 - Prepares Incident Action Plan
 - Prepares demobilization plan
 - Provides all documentation services
 - Provides technical specialists
 - Conducts search planning and investigation



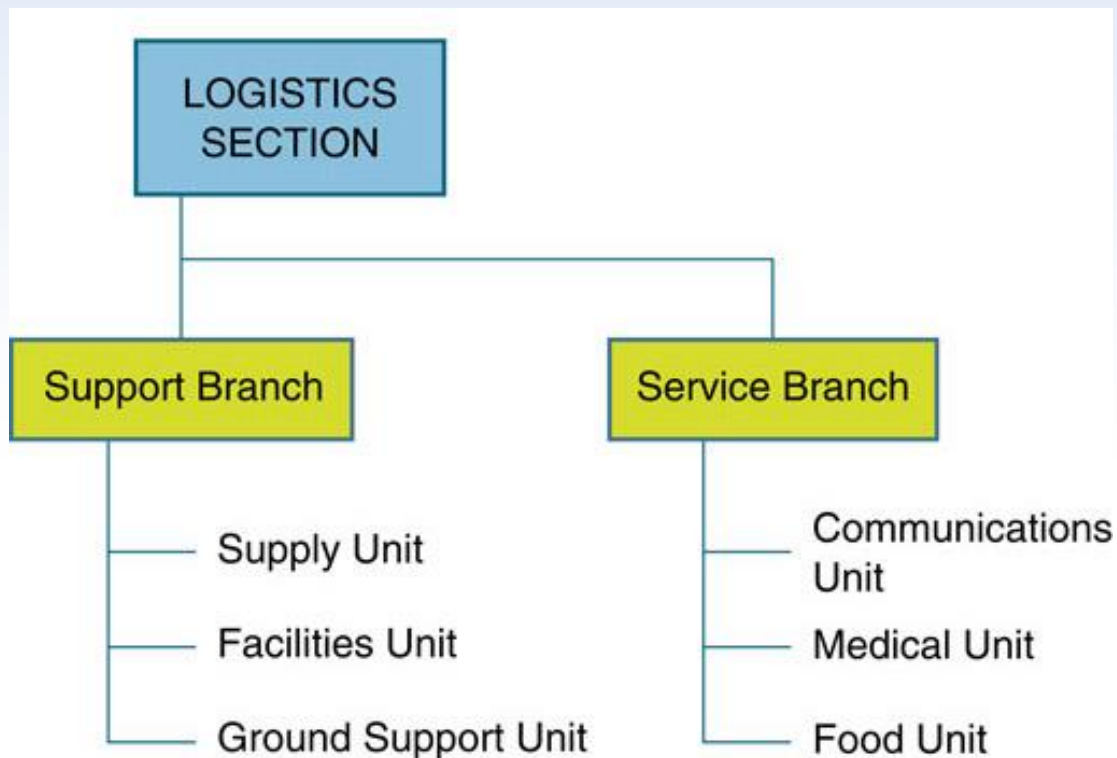
Planning (2 of 2)

- Planning Section may be organized into units:
 - Resource Unit
 - Situation Unit
 - Documentation Unit
 - Demobilization Unit
 - Technical Specialists



Logistics (1 of 2)

- Responsible for ALL the services and support needs of an incident





Logistics (2 of 2)

- Logistics Functions:
 - Communications Unit
 - Medical Unit
 - Food Unit
 - Supply Unit
 - Facilities Unit
 - Ground Support Unit



Finance/Administration

- Monitors incident costs
- Maintains payroll, overtime, and salary records
- Maintains purchasing contracts
- Investigates and processes damage and injury claims to equipment and personnel



Common Terminology (1 of 5)

- Common terminology should always be used for:
 - Organizational elements
 - Position titles
 - Resources
 - Facilities



Common Terminology (2 of 5)

- Organizational Elements
 - Function, NOT Form
 - Positions are established in a pattern designating each level of the organization.



Common Terminology (3 of 5)

- Position titles require common language because:
 - Titles provide common standard for multi-agency use.
 - Titles set skills and capabilities established for each position.



Common Terminology (4 of 5)

- Resources
 - Ordering, identifying, and utilizing the proper resources are imperative.
 - Can be classified by kind and type, which indicate capabilities









Common Terminology (5 of 5)

- Incident facilities
 - Incident Command Post (ICP)
 - Staging Areas
 - Incident Base
 - Camps
 - Helibase
 - Helispot



Map Designations for ICS Facilities

-  Incident Command Post
-  Staging Areas
-  Incident Base
-  Camps
-  Helibase
-  Helispot (Number or Name)
H-3



Incident Action Plan (1 of 3)

- Every incident must have a plan:
 - Oral
 - Written
- Includes the measurable tactical operations to be achieved
- Prepared around a time frame called an operational period



Incident Action Plan (2 of 3)

- Essential Elements of the IAP:
 - Statement of objectives
 - Organization
 - Assignments to accomplish the objectives
 - Supporting material (e.g., maps, medical plan)



Incident Action Plan (3 of 3)

- Contents of an IAP
 - ICS-202 Incident Objectives
 - ICS-203 Organizational Assignment List
 - ICS-204 Assignment List
 - ICS-205 Communications Plan
 - ICS-206 Medical Plan



Integrated Communications

- One common plan
- Identified channels, nets, or frequencies
- No radio code—use plain English.



Resources Management: Resources

- Define:
 - Strike team
 - Task force
 - Single resource



Resources Management: Status Conditions

- Available
- Assigned
- Out-of-Service



Common Responsibilities

- Receive your assignment.
- Bring supplies and equipment required for your job.
- Upon arrival, check in.
- Obtain briefing and brief any subordinates.
- Brief your relief.
- Complete all forms and check out.
- Demobilize according to the plan.