

**IS-700: National Incident Management System (NIMS), An Introduction**

*Audience*

All personnel with a direct role in emergency management/response must complete NIMS IS-700, including:

- *Executive level*—political and government leaders; agency and organization administrators and department heads; personnel that fill ICS roles as unified commanders, incident commanders, Command Staff, or General Staff in either area command or single incidents; senior MACS personnel; senior emergency managers; and emergency operations center Command or General Staff.
- *Managerial level*—agency and organization management between the executive level and first-level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders, and field supervisors; midlevel MACS personnel; EOC Section Chiefs, Branch Directors, Unit Leaders, and other emergency management/response personnel who require a higher level of ICS/NIMS training.
- *Responder level*—emergency response providers and disaster workers, entry level to managerial level, including emergency medical service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel.

**Course Objectives**

- **Concepts:** Describe the key concepts and principles underlying the NIMS.
- **ICS:** Identify the benefits of using ICS as the national incident management model.
- **Area Command:** Describe when it is appropriate to institute an area command.
- **MACS:** Describe when it is appropriate to institute a Multiagency Coordination System.
- **JIS:** Describe the benefits of using a JIS for public information.
- **Preparedness:** Identify the ways in which the NIMS affects preparedness.
- **Resource Management:** Describe how the NIMS affects how resources are managed.
- **Communications:** Describe the advantages of common communication and information management systems.
- **Technology:** Explain how the NIMS influences technology and technology systems.
- **NIC:** Describe the purpose of the NIMS Integration Center.

**Relation to NIMS Document**

- I Preparedness
- I.A Preparedness Concepts and Principles
- I.B Achieving Preparedness
- II Communications and Information Management
- II.A Underlying Concepts of Communications and Information Management
- III Resource Management
- III.A.1 Underlying Concepts of Resource Management
- III.A.2 Five Basic Principles of Resource Management
- III.B Resource Management Process
- IV Command and Management
- IV.A Incident Management
- IV.A.1 Management Characteristics
- IV.A.2 Incident Command (IC) and Command Staff
- IV.A.2.a Incident Command
- IV.A.2.b Command Staff
- IV.A.2.c Incident Command Organization
- IV.A.3 General Staff
- IV.C Public Information
- IV.C.2.b Joint Information System (JIS)
- V Ongoing Management and Maintenance
- V.A National Integration Center (NIC)
- V.B Supporting Technologies

**Instruction Standards**

*Minimum course contact hours:* 3 classroom hours minimum, or interactive, web-based course

*Instructor Qualifications:*

1. Successful completion of accredited ICS -100, ICS-200, IS-700.
2. Service in a mid-level emergency management and incident response position within five years in real-world incidents, planned events, or accredited exercises.
3. Recognized qualifications in techniques of instruction and adult education methodologies.

<b>ICS-100: Introduction to the Incident Command System</b>	
<i>Audience</i>	
<ul style="list-style-type: none"> <li>• It is incumbent upon Federal, State, tribal, and local emergency management/response personnel to determine who within their organizations requires ICS-100 training, based on local incident management organizational planning.</li> <li>• <i>Responder level</i>—emergency response providers and disaster workers, entry level to managerial level, including emergency medical service personnel; firefighters; medical personnel; police officers; public health personnel; public work/utility personnel; and other emergency management response personnel</li> <li>• Typically, all Federal, State, tribal, local, private-sector, and nongovernmental personnel at the following levels of responsibility in emergency management and incident response operations: first-line supervisor, mid-level management and command and general staff.</li> </ul>	
<p><i>Course Objectives</i></p> <ul style="list-style-type: none"> <li>• <b>Purpose of ICS:</b> Identify requirements to use ICS, three purposes of ICS, and common incident tasks.</li> <li>• <b>Basic Features of ICS:</b> Describe the basic features of ICS.</li> <li>• <b>Incident Commander and Command Staff Functions:</b> Describe the role and function of the incident commander and Command Staff.</li> <li>• <b>General Staff Functions:</b> Describe the role and function of the Operations, Planning, Logistics and Finance/Administration sections.</li> <li>• <b>Facilities:</b> Describe the six basic ICS facilities, identify facilities that may be located together, and identify facility map symbols.</li> <li>• <b>Common Responsibilities:</b> Describe common mobilization responsibilities and common responsibilities at an incident, list individual accountability and responsibilities, and describe common demobilization responsibilities.</li> </ul>	<p><i>Relation to NIMS Document</i></p> <ul style="list-style-type: none"> <li>IV Command and Management</li> <li>IV.A Incident Command System</li> <li>IV.A.1 Management Characteristics</li> <li>IV.A.1.f Incident Facilities &amp; Locations</li> <li>IV.A.2 Incident Command (IC) and Command Staff</li> <li>IV.A.2.a Incident Command</li> <li>IV.A.2.b Command Staff</li> <li>IV.A.2.c Incident Command Organization</li> <li>IV.A.3 General Staff</li> <li>IV.A.3.a Operations Section</li> <li>IV.A.3.b Planning Section</li> <li>IV.A.3.c Logistics Section</li> <li>IV.A.3.d Finance/Administration Section</li> <li>IV.A.3.e Intelligence/Investigations Function</li> </ul>
<p><i>Instruction Standards</i></p> <p><i>Minimum course contact hours:</i> 6 classroom hours, or interactive, web-based course</p> <p><i>Instructor Qualifications:</i></p> <ol style="list-style-type: none"> <li>1. Successful completion of accredited ICS-100, ICS-200, IS-700.</li> <li>2. Service in a mid-level emergency management and incident response position within five years in real-world incidents, planned events, or accredited exercises.</li> <li>3. Recognized qualifications in techniques of instruction and adult education methodologies.</li> </ol>	

<b>ICS-200: ICS for Single Resources and Initial Action Incidents</b>	
<i>Audience</i>	
<ul style="list-style-type: none"> <li>• It is incumbent upon Federal, State, tribal, and local emergency management/response personnel to determine who within their organizations requires ICS-200 training, based on local incident management organizational planning.</li> <li>• Typically, all Federal, State, tribal, local, private-sector, and nongovernmental personnel at the following levels of responsibility in emergency management and incident response operations: first-line supervisor, mid-level management and command and general staff.</li> </ul>	
<p><i>Course Objectives</i></p> <ul style="list-style-type: none"> <li>• <b>Leadership and Management:</b> Describe the chain of command and formal communication relationships, identify common leadership responsibilities, describe span of control and modular development, and describe the use of position titles.</li> <li>• <b>Delegation of Authority and Management by Objectives:</b> Describe scope of authority and the process by which authority is delegated. Management by objectives must be described and explained.</li> <li>• <b>Functional Areas and Positions:</b> Identify the ICS tools to manage an incident, demonstrate the function of organizational positions within ICS, and demonstrate the use of an ICS 201 form.</li> <li>• <b>Briefings:</b> Give an operational briefing and describe components of field, staff and section briefings/meetings.</li> <li>• <b>Organizational Flexibility:</b> Explain how the modular organization expands and contracts, complete a complexity analysis given a specific scenario, define the five types of incidents, and describe the importance of preparedness plans and agreements.</li> <li>• <b>Transfer of Command:</b> List the essential elements of information involved in transfer of command and describe a transfer-of-command process.</li> </ul>	<p><i>Relation to NIMS Document</i></p> <ul style="list-style-type: none"> <li>IV.A.1 Management Characteristics</li> <li>IV.A.1.c Management by Objectives</li> <li>IV.A.1.b Modular Organization</li> <li>IV.A.1.e Manageable Span of Control</li> <li>IV.A.1.i Establishment and Transfer of Command</li> <li>IV.A.1.j Chain of Command and Unity of Command:</li> <li>IV.A.1.n Information and Intelligence Management</li> <li>IV.A.3 General Staff</li> <li>IV.A.3.a Operations Section</li> <li>IV.A.3.b Planning Section</li> <li>IV.A.3.c Logistics Section</li> <li>IV.A.3.d Finance/Administration Section</li> <li>IV.A.3.e Intelligence/Investigations Function</li> </ul>
<p><i>Instruction Standards</i></p> <p><i>Minimum course contact hours:</i> 6 classroom hours, or interactive, web-based course</p> <p><i>Instructor Qualifications:</i></p> <ol style="list-style-type: none"> <li>1. Successful completion of accredited ICS-100, ICS-200, IS-700, and IS-800.</li> <li>2. Service in a mid-level emergency management and incident response position within five years in real-world incidents, planned events, or accredited exercises.</li> <li>3. Recognized qualifications in techniques of instruction and adult education methodologies.</li> </ol>	

**ICS-300: Intermediate ICS**

*Audience*

Federal, State, tribal, and local emergency management/response personnel determine who within their organizations requires ICS-300 training, based on local incident management organizational planning.

Typically, required personnel include all mid-level management, Federal, State, tribal, local, private-sector, and nongovernmental personnel, including persons serving as command staff, section chiefs, strike team leaders, task force leaders, unit leaders, division/group supervisors, branch directors, and multiagency coordination system/emergency operations center staff.

**It is recommended that ICS-300 participants utilize their skills in an operational environment before taking ICS-400. This will provide necessary context and understanding of the skills they will develop when they take ICS-400.**

*Course Objectives*

- **ICS Fundamentals Review:** Explain ICS staffing fundamentals and organization, including reporting and working relationships, information flow, and transfer of command. Match responsibility statements to each ICS organizational element.
- **Unified Command:** Define and identify the primary features of unified command. Describe the unified command organization and functions in a multi-jurisdictional or multiagency incident. Demonstrate roles and reporting relationships under a unified command in single and multi-jurisdictional incidents.
- **Incident Management Operations:** Describe methods and tools used to assess incident/event complexity. Describe the five steps in transferring and assuming incident command. Identify the key principles of incident management operations. Describe the process for developing incident objectives, strategies, and tactics.
- **Resource Management:** Identify and describe four basic principles of resource management. Identify the basic steps involved in managing incident resources. Demonstrate proper use of ICS forms.
- **Planning Process:** Identify the importance of and explain the differences between planning for incidents or events. Discuss major planning steps, including logistical concerns, cost-benefit analysis, situational understanding, plan development, implementation, and evaluation.
- **Demobilization, Transfer of Command, Closeout**

*Relation to NIMS Document*

- III Resource Management
- III.A.1 Underlying concepts of Resource Management
- III.A.2 Five Basic Principles of Resource Management
- III.B Resource Management Process
- IV Command and Management
- IV.A Incident Management
- IV.A.1 Management Characteristics
- IV.A.1.a Common Terminology
- IV.A.1.b Modular Organization
- IV.A.1.c Management by Objectives
- IV.A.1.d Incident Action Planning
- IV.A.1.e Manageable Span of Control
- IV.A.1.f Incident Facilities & Locations
- IV.A.1.g Comprehensive Resource Management
- IV.A.1.h Integrated Communications
- IV.A.1.i Establishment and Transfer of Command
- IV.A.1.j Chain of Command and Unity of Command
- IV.A.1.k Unified Command
- IV.A.1.l Accountability
- IV.A.1.m Dispatch/Deployment
- IV.A.1.n Information and Intelligence Management
- IV.A.2 Incident Command (IC) and Command Staff
- IV.A.2.a Incident Command
- IV.A.2.b Command Staff
- IV.A.2.c Incident Command Organization
- IV.A.3 General Staff
- IV.A.3.a Operations Section
- IV.A.3.b Planning Section
- IV.A.3.c Logistics Section
- IV.A.3.d Finance/Administration Section
- IV.A.3.e Intelligence/Investigations Function

*Instruction Standards*

*Minimum course contact hours:* 18 total hours

*Instructor Qualifications:*

1. Successful completion of accredited ICS-100, ICS-200, ICS-300, ICS-400, IS-700, and IS-800.
2. Service in a mid-level incident management position within five years in real-world incidents, planned events, or accredited exercises.
3. Recognized qualifications in techniques of instruction and adult education methodologies.

**ICS-400: Advanced ICS**

*Audience*

Federal, State, tribal, and local emergency management/response personnel determine who within their organizations requires ICS-400 training, based on local incident management organizational planning.

Typically, required personnel include all Federal, State, tribal, local, private-sector, and nongovernmental personnel, including persons serving as Command and General Staff in an ICS organization, select department heads with multiagency coordination system responsibilities, area managers, emergency managers, and multiagency coordination system/emergency operations center managers.

**It is recommended that ICS-300 participants utilize their skills in an operational environment before taking ICS-400. This will provide necessary context and understanding of the skills they will develop when they take ICS-400.**

*Course Objectives*

- **Command and General Staff:** Describe how unified command functions in a multi-jurisdictional or multiagency incident. List the major steps involved in the planning process. Describe issues that influence incident complexity and available analysis tools. Describe the primary guidelines and responsibilities of the Command and General Staff positions.
- **Major and/or Complex Incident/Event Management: Deputies and Assistants:** List the primary factors affecting major and/or complex incidents and events. List the four expansion options for incident/event organization and describe their application.
- **Area Command:** Define and list the principal advantages of area command, and describe how, where, and when area command would be established. Describe area command organization and identify six primary functions of area command.
- **Unified Command:** Demonstrate a knowledge of unified command structure and operations.
- **Multiagency Coordination:** Describe the kinds of incident/event management problems that can occur due to a lack of multiagency coordination. Identify the major guidelines for establishing and using MAC groups and systems and their primary components. List the responsibilities of key elements with MACS.
- **Organizational Relationships:** Describe the organizational relationships among area command, unified command, multi-entity coordination systems, and emergency operation centers.

*Relation to NIMS Document*

- IV.A.2 Incident Command (IC) and Command Staff
- IV.A.2.a Incident Command
- IV.A.2.b Command Staff
- IV.A.2.c Incident Command Organization
- IV.A.3 General Staff
- IV.A.3.a Operations Section
- IV.A.3.b Planning Section
- IV.A.3.c Logistics Section
- IV.A.3.d Finance/Administration Section
- IV.A.3.e Intelligence/Investigations Function
- IV.A.5 Incident Complex—Multiple Incident Management with a Single ICS Organization
- IV.A.6 Area Command
- IV.A.6.b Area Command Responsibilities
- IV.B Multiagency Coordination Systems
- IV.B.1 MACS Description
- IV.B.2 System Elements
- IV.B.3 Examples of System Elements
- IV.B.4 Primary Functions of Multiagency Coordination Systems

*Instruction Standards*

*Minimum course contact hours:* 14 total hours

*Instructor Qualifications:*

1. Successful completion of accredited ICS-100, ICS-200, ICS-300, ICS-400, IS-700, and IS-800.
2. Service in a mid-level emergency management and incident response position within five years in real-world incidents, planned events, or accredited exercises.
3. Recognized qualifications in techniques of instruction and adult education methodologies.

**IS-800: National Response Framework (NRF), An Introduction**

*Audience*

All Federal, State, tribal, and local emergency management/response personnel whose primary responsibility is emergency management must complete this training. Specifically, officials who must take the course include:

- Personnel in Federal departments and agencies with emergency management and incident response responsibilities under the NRF.
- Officials in State and Territorial governments with emergency management and incident response responsibilities, personnel from emergency management agencies, and personnel from agencies who support and interact with the NRF's 15 Emergency Support Functions and Support Annexes.
- Officials in tribal entities and local jurisdictions with overall emergency management responsibilities as dictated by law or ordinance, officials with overall emergency management responsibilities through delegation, and officials primarily involved in emergency planning.

*Course Objectives*

- **Purpose:** The course introduces participants to the concepts and principles of the NRF and the response doctrine.
- **Roles and Responsibilities:** Describe the roles and responsibilities of entities as specified in the NRF and actions that support national response.
- **Organization:** Identify the organizational structure used for NRF coordination. Describe the field-level organizations and teams activated under the NRF.
- **Incident Management:** Identify the incident management activities addressed by the NRF to include multiagency coordination.
- **Planning:** Describes how planning relates to national preparedness.

*Relation to NIMS Document*

- I Preparedness
- I.A Preparedness Concepts and Principles
- I.A.2 Relationship of NIMS to the National Response Plan (NRF)
- I.B Achieving Preparedness
- IV Command and Management
- IV.A Incident Management
- IV.A.1 Management Characteristics
- IV.A.2 Incident Command (IC) and Command Staff
- IV.A.3 General Staff
- IV.A.3.a Operations Section
- IV.A.3.b Planning Section
- IV.A.3.c Logistics Section
- IV.A.3.d Finance/Administration Section
- IV.A.3.e Intelligence/Investigations Function
- IV.A.5 Incident Complex—Multiple Incident Management with a Single ICS Organization
- IV.A.6 Area Command
- IV.A.6.b Area Command Responsibilities
- IV.B Multiagency Coordination Systems

*Instruction Standards*

*Minimum course contact hours:* 3 classroom hours, or interactive, web-based course

*Instructor Qualifications:*

1. Successful completion of accredited ICS -100, ICS-200, IS-700, IS-800.
2. Service in a mid-level emergency management and incident response position within five years in real-world incidents, planned events, or accredited exercises.
3. Recognized qualifications in techniques of instruction and adult education methodologies .